

MINUTES

**Spaldwick Parish Council meeting held on Thursday 21st May 2020 at 8.00pm by Zoom video conference call (due to current ban on social gatherings)
Chairman Steve Fane de Salis**

Present. S Fane de Salis (Chairman), G Smith (Vice Chairman), S Jackson-Rimmer, J Pope, S Parfrey, W Burcham, S. Cardwell (Clerk) and one member of the public

20/05/7 To Receive Apologies & Reasons for Non-Attendance R Johnson, District & County Cllr I Gardener

20/05/8 Declarations of Interests for Members (Disclosable Pecuniary Interests) none

20/05/9 To Receive and Approve the Minutes of the Parish Council Meetings on 16th April 2020 and 11th May 2020 (to be signed at a future meeting) Cllr G Smith proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr S Jackson-Rimmer. Carried unanimously.

20/05/10 Matters arising from those Minutes none.

20/05/11 Public Open Forum

Each person wishing to address the council will be allowed to speak for a maximum of 5 minutes subject to the Chairman's discretion. This part cannot be longer than 10 minutes per item.

- No comments from the member of the public attending the meeting.
- The Chairman stated that he had been contacted by email regarding a resident in the village requiring help. Contact with the Covid-19 support group in the village was successfully made and action taken, however the Chairman advised the other Councillors that the contact number for Amba was incorrect so to use one of the two alternatives should they need to make contact themselves on anyone's behalf.

20/05/12 Planning

To consider new planning consultations:

20/05/12.1

Reference	20/00735/TRCA
Alternative Reference	PP-08662240
Application Received	Mon 20 Apr 2020
Address	14 Thrapston Road Spaldwick Huntingdon PE28 0TA
Proposal	T1 Multistemmed Silver Birch: Reduce by height by circa 3 metres and laterlas by circa 1.5 metres to previous reduction points. Tree has been historically reduced, these works are to maintain size. Tree has low amenity value.
Status	Pending decision
Appeal Status	Unknown
Appeal Decision	

- The item was discussed by the Council. Cllr S Fane de Salis noted it was in keeping with work previously completed and this was agreed by other members of the Council. To be managed by HDC.

Determined by planning authority:

20/05/12.2

Reference	20/00423/LBC
Alternative Reference	PP-08542535
Application Received	Wed 26 Feb 2020
Address	15 High Street Spaldwick Huntingdon PE28 0TD
Proposal	Reduction in length of lean-to roof and associated reduction on footprint on outbuilding 1 compared to approved plans.
Status	Approved
Decision Issued Date	Tue 05 May 2020
Appeal Status	Unknown
Appeal Decision	

Approved. (Council views to be received by 22nd May)

20/05/13 Finance

20/05/13.1 To note: Account balance at 15.05.20: £87253.35. Quarterly reconciliations for 2019-2020 and cashbook at 31.03.20 sent for review on 13.04.20.- Noted.

20/05/13.2 To note deadline extended for approval and submission of annual return to external auditor to July 31st. Recommendation from Clerk (following discussion with Chairman) to postpone the Annual Meeting of the Parish Council, on the basis that the AGAR submission and the Internal Audit Report will be completed at the earliest opportunity and presented no later than July 2020 for consideration by Council at a normal meeting, should gatherings be permitted by then, or otherwise at a virtual meeting. - Noted.

20/05/13.3 Internal audit to be conducted remotely and additionally by Zoom video meeting if required. - Noted.

20/05/13.4 To agree to review all policies and procedures by the July meeting of the Council. - Noted.

Expenditure for approval 21st May 2020:

20/05/13.5 Clerk's wages: £383.28 (S. Cardwell: £311.28 (£22.98 of which is expenses), HMRC £72.00)- Cllr G Smith proposed payment; this was seconded by Cllr S Parfrey and carried unanimously.

20/05/13.6 Grafton Projects invoice No: 1/IM8706 for £38.38- relating to the purchase of the Community Room noticeboard. Payment due by 31.05.20. - Cllr J Pope proposed payment; this was seconded by Cllr S Jackson-Rimmer and carried unanimously.

20/05/13.7 Reimbursement for Michael Frane for twine to mark out the allotment plots (£11.96) and for chain and locks for the allotment gates (£65.98) = £77.94 total- Cllr G Smith explained that the lock was needed to keep the site secure now that the allotments are in use. Cllr S Jackson-Rimmer proposed payment; this was seconded by Cllr W Burcham and carried unanimously.

20/05/13.8 Reimbursement of the planning permission invoice for the Town and Poors allotment field paid by Cllr S Parfrey- £142.00- Cllr G Smith proposed payment; this was seconded by Cllr J Pope

and carried unanimously.

20/05/13.9 Further discussion regarding 3 quotations for painting the play park following inspection by: to clarify exact work to be completed, by which contractor and the timeframe. – Following discussions the Council decided that only the equipment needed repainting, (not the bin and bench) and for the spring in the gate to be replaced. All three of the contractors could complete the work within a similar timeframe. The quotes were £2167.50 + VAT, £1555 + VAT and £2209 + VAT. Cllr S Parfrey proposed the cheapest quote (from Kettering Play Safe); this was seconded by Cllr J Pope. Cllr S Fane de Salis noted the need to confirm the paint to be used will comply with BSEN 11761; Clerk to confirm the spec with the company and arrange.

20/05/13.10 Review of quotations received for a sign for the Community Room- Clerk to provide update- Quotations received for sign measuring 0.3m² maximum saying 'Community Room'; the following prices were obtained: £42.64 + VAT, £68.00 + VAT and £59.00 (inc. VAT). Cllr G Smith proposed the white acrylic sign from Signs of the Times @ £42.64; this was seconded by Cllr S Jackson-Rimmer and carried unanimously. Clerk to arrange.

20/05/13.11 To note: Remittance advice for 2019/2020 Parish precept: £10, 405.00) (circulated by email 16.04.20)- noted.

20/05/13.12. To consider viewing access only for Clerk for the bank accounts to be able to monitor payments independently- Discussed by the Council. Cllr G Smith to investigate this and redirecting bank statements to the Clerk's address.

20/05/14 Assets – Provision/Maintenance

20/05/14.1 Monthly Ferriman Road Play Area's Inspection – currently closed due to social distancing- Cllr S Fane de Salis noted that the bin in the Play Area should not be used for dog mess.

20/05/14.2 Waste Bags in Fuller close- update- Cllrs S Fane de Salis and R Johnson have removed the bags.

20/05/15 Highways, footpaths, byways, gritting bin, trees, etc.

20/05/15.1 A resident has raised the issue of motorcyclists using byways during winter months, the signage does not prevent this use; but CCC have indicated that the signs are incorrect and should be changed- update from Cllr S Fane de Salis on initial response received- Cllr S Fane de Salis has still received nothing further from HDC but will continue to pursue.

20/05/15.2 A resident has raised concerns about the location of the Bus Stop on High Street, Parked vehicles cause a problem at this location. A suggestion is to add an additional stop on Stow Road. Update Cllr R Johnson (deferred from previous meeting- Cllr S Fane de Salis heard from Cllr R Johnson that he is consulting with someone about a suitable place.

20/05/15.3 Update regarding dog poo bag dispensers from Cllr S Jackson-Rimmer- This has been chased but is still ongoing

20/05/15.4 Concern from Easton Parish Council regarding footpath FP209/12 which goes directly to the filling station and services area. There are cattle in the field which are protective of their calves (cattle will likely be in the field until the Autumn), walkers to be aware- This path has been walked by Spaldwick Footpath Coordinator M Ager and he was not concerned. Cllr J Pope also noted that he had walked the route several times and that the cattle had been docile.

20/05/16 Community Room

20/05/16.1 PAT Testing update from Cllr Pope (deferred from previous meeting)- Deferred while the room is not in use.

20/05/16.2 Update from Cllr Pope regarding timers for radiators in the Community room- Deferred while the room is not in use.

20/05/16.3 Further Discussion of Defibrillator- update from Cllr Parfrey- deferred until the next meeting.

20/05/17 To discuss the possibility of an official domain email address for the Council- Cllr Parfrey raised this as a more official way of conducting Council business. Cllr J Pope explained it could be done by diversion or by using a separate email account. Following discussion, Cllr S Parfrey proposed adoption of a separate domain email address for everyone as the preferred option. This was seconded by Cllr W Burcham and carried unanimously. Clerk to send Cllr J Pope a list of Clerk and Councillor emails.

20/05/18 Any items for the next edition of Spaldwick News- none.

20/05/19 Correspondence (-previously circulated)- All noted. Cllrs S Parfrey and W Burcham expressed interest in CAPALC new Councillor training. It was discussed that there is money in the budget set aside for training. Clerk will forward on details of upcoming remote training sessions.

20/05/19.1 Huntingdonshire District Council – Electric Vehicle Charging Survey

20/05/19.2 Provisional Booking Letter - Police and Crime Commissioner Election 7 May 2020

20/05/19.3 Parish Newsletter/Magazine- Shailesh Vara

20/05/19.4 CAPALC - Drop in Sessions

20/05/19.5 For Circulation- CAPALC- May Bulletin - Coronavirus, Drop In Sessions and Training Sessions

20/05/19.6 Letter to Parishes - District Council Support

20/05/20 Date of the next meeting: Thursday 18th June 2020 at 8pm- to be held remotely via Zoom

Meeting closed at 20.50pm

Signed:

Chairman

Date: