

STILTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 28 April 2020 held remotely on Zoom at 7.30pm.

Present:

Councillors: Angus (Chair), Ayres, Bull, Darnell, Dorling, Gilden, J Leonard and Shailer.

Clerk: Lawrence

Others: Julie Gilies (Pavilion Administrator) was also present and Tim Alban (District Councillor) joined the meeting for a time.

PC64/20 APOLOGIES FOR ABSENCE

O Leonard (personal reasons) sent apologies. J Leonard was attempting to join the meeting but experiencing technical issues.

PC65/20 DECLARATIONS OF INTEREST

There were no declarations made.

PC66/20 PUBLIC PARTICIPATION

No members of the public had joined the meeting.

PC67/20 MINUTES

Resolved That the minutes of the Parish Council meeting held on Tuesday 11 February 2020 and Tuesday 17 March be confirmed as a correct record and will be signed by the Chairman when Council meets again in person.

PC68/20 HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY

Resolved

Council approved amending the policy to allow remote meetings to be held.

District Councillor Tim Alban joined the meeting.

PC69/20 STANDING ORDERS

Resolved

Council approved amending Standing Orders to facilitate the holding of remote meetings.

Councillor J Leonard joined the meeting.

PC70/20 FINANCIAL REPORT

The Clerk updated council on financial matters.

Resolved

PC70/20.1 The Clerk had provided the PC with a draft bank reconciliation but said work was continuing on the end of year accounts and would forward the bank reconciliation when finalised. The Internal Audit was hopefully going to take place the following week, on completion of works. The end of year balance on the current account was £30,063.02 which was available for Reserves alongside the £5,000 of Contingency from the new financial year budget.

PC70/20.2 Members approved the opening of 2 additional bank accounts for Playground funds and Pavilion deposits to be held separately from PC monies

PC70/20.3 A £15,000 part payback of the £35,000 loan from year end monies back to the Capital account was deferred until the rates appeal decision was known and the financial implications from the closure of the Pavilion were understood. The £15,000 to be placed under Ear-Marked Reserves

PC70/20.4 Councillor Angus provided a rates update, Council approved paying the full monthly bills at the new rate but would await the rates appeal decision before setting up payment for the outstanding amounts.

As District Councillor Alban was under time pressure, he asked members if the PC was happy with support from HDC re Coronavirus support and outlined what support was available.

Councillor Alban left the meeting.

Councillor Bull informed the PC as to the advantages of setting up a Community Trust for the Parish Room and how it may reduce the heavy rates burden on the village. The Clerk to contact Roger Taylor to find out more information/costs and report back to members.

PC70/20.5 Council approved the budget for FY20-21

PC70/20.6 Members approved the application to Barclays for a PC Debit card

PC70/20.7 Councillor Dorling was authorised alongside Cllr's Angus and Bull for online banking payments

PC70/20.8 Expenditure for April was approved (see below.)

Type:	To:	Reason:	Amount:
BACS	Fergusons	Village Maintenance	1,438.50
S/O	Businesswatch	Alarm/CCTV monthly maintenance/historic costs	288.39
BACS	Staff wages	Clerk, Pav Administrator, Caretaker salaries	1,595.59
BACS	HMRC	Employee tax/NI and employer NI	245.28
BACS	NEST	Employee/employer pension contribution	22.26
BACS	Julie Thompson	Cleaning at Pavilion and PR	140
BACS	Working Turf	Pitch maintenance	792.6
BACS	EON	Street Lighting	118.06
S/O	EON	Pavilion Electricity	326.66
S/O	EON	Pavilion Gas	597.67
S/O	BT	Pavilion phones	35.4
S/O	IONOS	Website hosting and emails	10.79
S/O	Barclays	Account charges	19.75
S/O	Public Works Loan Board	Pavilion loan	2,268.10
BACS	HDC	Rates for Pavilion	670.50

BACS	HDC	Rates for Parish Room	198.50
BACS	Parish Council Websites	Yearly web hosting charge	216
BACS	Business Waste	Additional weight charge	5.83
S/O	Business Waste	Pavilion bin emptying	33.48
BACS	J Lawrence	McAfee Virus Protection for Clerk's laptop	31.99
BACS	J Lawrence	Brightpay yearly subscription	58.80
BACS	J Gillies	Printer cartridge	17.39
Monthly total:			9,131.54

PC71/20 INTERNAL AUDITOR**Resolved**

Julia Tufnail was approved as Internal Auditor alongside having 'Read-Only' access to the PC accounts.

PC72/20 FINANCE, GENERAL PURPOSES AND COMMUNICATIONS COMMITTEE

Chair of the Committee updated on the cancelled VE Day celebrations planned and told members how they would be rolled into a celebration of VJ Day in August hopefully. Suggestions for the recently launched website were put forward with the Clerk to update contacts, collect some new pictures and include content on the War Memorial.

PC73/20 AMENITIES MANAGEMENT COMMITTEE**Resolved**

PC73/20.1 Approval granted for the Pitch Maintenance Contract

PC73/20.2 The Pavilion Administrator outlined her report and members deferred decision making to the AMC committee meeting on 12 May 2020 for recommendations to be made to the PC at the next meeting on 26 May 2020

PC73/20.3 Building Maintenance contracts - also deferred to the AMC meeting

PC73/20.4 Ferguson's scope of work – deferred to AMC meeting

PC73/20.5 The Playground Report was discussed and asked to address all plots of land in the village regarding ownership and traffic safety around each plot. A letter to the village regarding a public meeting will also be given attention

PC73/20.6 Permission to add the Community Fund closure amount of £700 to the playground fund was approved

PC73/20.7 The Green Spaces Strategy was adopted.

Reporting back from the CAPALC networking day attended by the Chair of the Playground sub-committee/Open Garden event in 2021 and Skatepark/Barn Close inspections – deferred to the AMC committee meeting on 12 May 2020.

PC74/20 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE**Resolved**

PC74/20.1 Back payment of the Village Caretaker's salary from FY19-20 was approved

PC74/20.2 The Clerk/RFO's new hourly SCP rate as per contract was approved (back-dated to 01/04/20)

PC74/20.3 Council approved revising the Clerk/RFO's contracted hours from 56 to 70 per month (back-dated to 01/04/20)

PC74/20.4 A home-working allowance of £26 per month, payable to the Clerk and Pavilion Administrator as per contracts was approved (back-dated to 01/04/20)

PC74/20.4 Council adopted the revised Complaints Policy and Complaints Procedure

PC74/20.5 Council adopted the revised Equal Opportunities Policy

PC74/20.6 Council adopted the revised Code of Conduct.

PC75/20 CHAIRMAN TRAINING

Resolved

Attendance for 2 Councillors to attend the event via Zoom on 06/06/20 at a cost of £50 each was approved.

PC76/20 PLANNING

No planning applications had been submitted.

PC77/20 NEXT MEETING

Next remote meeting to be on Tuesday 26 May via Zoom at 7.30pm.