

STILTON PARISH COUNCIL

www.stiltonparishcouncil.org

Parish Clerk: Julianne Lawrence
The Parish Room, Church Street, Stilton
clerk@stiltonparishcouncil.org

To: Members of Stilton Parish Council

Sir/Madam

You are hereby summoned to attend the remote meeting of **Stilton Parish Council** to be held on **Tuesday 11 August 2020** hosted on Zoom at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

29 July 2020

THE PUBLIC AND PRESS ARE WELCOME

Due to COVID19, this meeting will be held remotely. If you have any questions on the agenda or would like to attend, please email the Clerk at clerk@stiltonparishcouncil.org and log in details will be forwarded on the day.

AGENDA

PC132/20 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

PC133/20 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.

PC134/20 PUBLIC PARTICIPATION

A maximum of 15 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting.

PC135/20 MINUTES

To approve as a correct record the Minutes of the Parish Council meeting held Tuesday 14 July 2020.

PC136/20 FINANCIAL REPORT

- a) Clerk/RFO to provide the bank reconciliation for July, August's wage report (both attached,) a budget update and update on External Auditor's report. Payment of £480 to PKF to be approved
 b) Expenditure for Aug to be approved (expenditure below.)

Type:	To:	Reason:	Amount:
BACS	Fergusons	Village Maintenance	1,712.05
BACS	Fergusons	Branches cleared	144.00
S/O	PWLB	Parish Room loan	4,310.12
BACS	PKF	External audit costs	480.00
S/O	Businesswatch	Remote assistance to fix alarm panel	45.00
S/O	Businesswatch	Alarm/CCTV monthly maintenance/historic costs	96.39
BACS	Staff wages	Clerk, Pav Administrator, Caretaker salaries	1,889.40
BACS	HMRC	Employee tax/NI and employer NI	267.27
BACS	NEST	Employee/employer pension contribution	39.06
BACS	Julie Thompson	Cleaning at Pavilion	80.00
BACS	Working Turf	Pitch maintenance	873.01
S/O	EON	Pavilion Electricity	129.27
S/O	EON	Pavilion Gas	TBC
S/O	EON	Skatepark Electricity	TBC
S/O	EON	Parish Room Electricity	TBC
S/O	BT	Pavilion phones	35.40
S/O	Wave	Parish Room water bill	24.13
S/O	IONOS	Website hosting and emails	10.79
S/O	Barclays	Account charges	17.10
BACS	HDC	Rates for Pavilion	475.00
BACS	HDC	Rates for Parish Room	197.00
S/O	Business Waste	Pavilion bin emptying	33.48
BACS	CAPALC	Councillor Training for Cllr Ayres	75.00
BACS	CAPALC	Opening Outdoor Facilities course (Clerk)	75.00
BACS	Brandon Hire Station	Mobile tower for cleaning/light fixing at Pav	105.00
BACS	Mark Angus	Light cleaning/tower expenses	48.32
BACS	Barry Darby Heating	Plumbing at Pav (toilet fixing/dead legs in kitchen)	161.39
BACS	J Lawrence	Wheelie bin key	7.38
BACS	J Lawrence	Social distancing signs	11.98
BACS	J Lawrence	High voltage sign	4.28
BACS	J Lawrence	Solar light for flag pole (War Memorial)	25.39
BACS	J Lawrence	Speed bump/Sudden drop signs for Pavilion	186.24
BACS	J Gillies	Covid 19 products for Pavilion re-opening	192.75
BACS	J Gillies	Socket covers	6.99
Monthly total:			11,758.19

PC137/20 NEW PLAYGROUND

- a) Cllr Darnell to feedback to members from the Village Consultation Working Group that met at the Pavilion on 01/08/20, present the WG report, Pavilion report and inform on next steps
- b) Clerk to communicate the latest re the pre-planning applications for the Glebe/Gala Close. Status of Apreece Way planning to be shared. Members to decide if the Clerk should apply for a Lawful Development Certificate at a cost of £140 (and approve if necessary)
- c) Clerk to update on communication with the Diocese, HDC and CCC re permission for usage of the Glebe and Gala Close as potential play areas
- d) Clerk to report if the PC needs to align with CCC's finance regulations regarding the grant received.

PC138/20 AMENITIES MANAGEMENT COMMITTEE

The Chair of the committee to outline priority issues that were addressed at the meeting on 28/07/20 including -

- a) Approval for the PC to pay for urgent memorial repairs in the Cemetery/Church yard and place a charge on those graves to recover the Costs (£1,895 budgeted)
- b) Approval to be granted for bark to be purchased from Madingley Mulch for Barn Close play area at a cost of £209 incl VAT (in accordance with requirements detailed in the RoSPA report)
- c) Approval for the Pavilion's windows to be cleaned quarterly by Sureshines at a cost of £15 per time, should the PA feel it necessary (covered in budget)
- d) Cllr Angus to update on the tower hire to fix the windows/clean lights at the Pavilion
- e) Cllr Angus to be authorised by the PC to seek tenders (for issuing by the Clerk) for maintenance of the Pavilion ventilation system
- f) Cllr Gilden to update on notice board repair quote and ask for feedback on moving the PR notice board
- g) Cllr Gilden to report on the enquiry for a quote from Fergusons re taking over the grass cutting from CCC/HDC.

PC139/20 PAVILION ADMINISTRATOR'S REPORT

Pavilion Administrator to briefly report on issues concerning the Pavilion. Gas and electricity works required following recent maintenance works to be approved by the PC.

PC140/20 APREECE WAY WATERWAYS

Cllr Ayres to feed back to Council regarding her meeting with CCC (District Cllr Alban and County Cllr Bywater.)

PC141/20 VILLAGE PLAN

The Working Group to share an update with members.

PC142/20 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE

The Chair to outline priority issues that were addressed at the meeting on 21/07/20 including -

- a) The PC to adopt the Social Media, Freedom of Information and Grants policies

- b) Line Manager of the Clerk to be determined
- c) The appraisal panel to report to the PC.

PC143/20 FINANCE, GENERAL PURPOSES AND COMMUNICATIONS COMMITTEE
Chair of the committee to outline priority issues and a decision to be made regarding streaming/recording of Parish Council meetings.

PC144/20 CLERK'S REPORT
The Clerk to update on issues including Skate park maintenance repairs, tree works and staff holidays.

PC145/20 CORRESPONDENCE
Members to discuss a request for a donation to a mother and baby group in the village.

PC146/20 PLANNING
To consider the following planning application – 20/01128/HHFUL – proposed conversion of single garage and ground floor extension to rear of 7 Manor Road, Stilton.

Next meeting Tuesday 8 September 2020 at 7.30pm