

# **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 8 September 2020** hosted on Zoom at 7.30pm.

**Julianne Lawrence**

Julianne Lawrence  
Parish Clerk

26 August 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](mailto:clerk@stiltonparishcouncil.org) and log in details will be forwarded on the day or see below ...**

Topic: PC Meeting

Time: Sep 8, 2020 07:30 PM London

Join Zoom Meeting

<https://zoom.us/j/94669954470?pwd=Zmk3aFVvYlZNSK0YrNDM0RXRkWnpjdz09>

Meeting ID: 946 6995 4470

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# AGENDA

**PC147/20 APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence.

**PC148/20 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.

**PC149/20 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.

**PC150/20 MINUTES**

To approve as a correct record the Minutes of the Parish Council meeting held Tuesday 11 August 2020 (to be signed when in person meetings resume.)

**PC151/20 PAVILION ADMINISTRATOR'S REPORT**

Pavilion Administrator to briefly report on issues concerning the Pavilion and present to the PC the updated Covid-19 Pavilion Risk Assessment for approval.

**PC152/20 FINANCIAL REPORT**

- a) Clerk/RFO to provide the bank reconciliation for August, September's wage report, a budget update, news on the rates appeal and forthcoming half yearly Internal Audit
- b) Expenditure for September to be approved (see below)
- c) The PC to acknowledge the updated pay scales for Clerks and other staff employed under the terms of the NALC model contract amounting to 2.75%, backdated to 01/04/20 and paid in the September wages.

BACS	Fergusons	Village Maintenance	1,712.05
S/O	Businesswatch	Alarm/CCTV monthly maintenance/historic costs	96.39
BACS	Staff wages	Clerk, Pav Administrator, Caretaker salaries	2,074.86
BACS	HMRC	Employee tax/NI and employer NI	367.46
BACS	NEST	Employee/employer pension contribution	51.71
BACS	Julie Thompson	Cleaning at Pavilion	TBC
BACS	Working Turf	Pitch maintenance	873.01
S/O	EON	Pavilion Electricity	21.51
S/O	EON	Pavilion Gas	TBC
S/O	BT	Pavilion phones	35.40
S/O	IONOS	Website hosting and emails	10.79
S/O	Barclays	Account charges	21.45
BACS	HDC	Rates for Parish Room	197.00
S/O	Business Waste	Pavilion bin emptying	33.48
BACS	J Lawrence	Madingley Mulch for Barn Close Play area	209.00

BACS	J Lawrence	Fire buckets for Pavilion	17.98
BACS	J Lawrence	Social distancing signs	11.98
BACS	J Gillies	Hazard tape for Pavilion	8.75
<b>Monthly total:</b>			<b>5,742.82</b>

**PC153/20 NEW PLAYGROUND**

- a) Cllr Darnell to feedback to members on the Gala Close and Apreece Way Site/Pavilion meetings that took place on the 2<sup>nd</sup> and 4<sup>th</sup> September
- b) Clerk to convey the latest on the pre-planning applications for the Glebe/Gala Close
- c) Clerk/Cllr Angus to update on communication with the Diocese, HDC and CCC re permission for usage of the Glebe as a play area and the 'Stopping Up process.'
- d) Clerk to report on the procedure for purchasing Gala Close from Jelson Homes
- e) The Clerk's time spent on the new playground to be determined as either a cost to the New Playground Project or the Parish Council
- f) Report on playground siting at the playing field – Councillors to take note of the report and agree that Council will not consider the playing field as an option for the under-12s playground
- f) A timetable up to the formal vote to be established and agreed (including a decision on a possible Zoom public meeting and any WG meetings)
- g) Formally agree the consultation timetable
- h) The list of voting options to be drawn up
- i) The format for voting to be agreed.

**PC154/20 AMENITIES MANAGEMENT COMMITTEE**

The Chair of the committee to outline priority issues that were addressed at the meeting on 25/08/20 including –

- a) Asking the PC to make a decision on the grates in the village centre
- b) Members to discuss resolving the leaning tree on Cooperthornhill footpath
- c) PC to discuss removal of 2 white Poplars in the Cemetery
- d) Members to consider removal of 3 Leylandii trunks in the Cemetery wall to make way for the notice board
- e) Update on notice boards to be provided – letter of thanks to be authorised on behalf of PC
- f) Councillors to decide a course of action regarding fencing in the Cemetery and around the Garden of Remembrance
- g) Clerk to update on GoR and plaques for turning. Next step to be confirmed.

**PC155/20 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE**

The Chair to outline priority issues including -

- a) Adoption of a Freedom of Information policy
- b) Latest on the Clerk's/Village Caretaker's yearly appraisal
- c) Confirmation of the Clerk's line manager
- c) Formal approval of the Pavilion Administrator's successful probationary period to be granted

d) Authorisation of Cllr Ayres to attend 4 planning webinars hosted by CAPALC at a cost of £30 for each (£120 total.)

**PC156/20 FINANCE, GENERAL PURPOSES AND COMMUNICATIONS COMMITTEE**  
Chair of the committee to outline priority issues.

**PC157/20 COUNCILLOR VACANCIES**  
Members to discuss and resolve how to address the 2 vacancies on the PC.

**PC158/20 CLERK'S REPORT**  
The Clerk to update on issues including –  
a) Skate park/Barn Close maintenance repairs. Members to discuss carrying out a risk assessment to reconsider reopening both areas following the RoSPA recommended repairs  
b) To suggest a merging of the HRPP and FGPC to form a HR/Finance Committee  
c) To detail the upcoming SLCC National Conference 12-16 Oct via Zoom at £25 + VAT per member and authorisation given to Councillors/staff who would like to 'attend'  
d) Feedback to be provided on potential uses/costs/procedures for adoption/purchase of the Telefonica phone box on North Street  
e) Clerk to update on the start of the CiLCA qualification this month.

**PC159/20 CORRESPONDENCE**  
Any correspondence to be addressed.

**PC160/20 COUNCILLOR CONCERNS**  
Councillors to outline any concerns they would like to add to the agenda of a forthcoming meeting.

**PC161/20 PLANNING**  
To consider the following planning application –  
20/01524/PCB – Removal of the payphone on North Street, Stilton by Telefonica  
20/00703/FUL – Erection of a dwelling (renewal) on Land at 85 North Street, Stilton  
20/01237/FUL – Change of use of outbuilding from physiotherapy practice to residential play room to be used as incidental enjoyment to the main dwelling at 17 Church Close, Stilton  
20/10577/TREE – Public open space between 6 and 7 Queen Eleanor Close, Stilton – work to a tree with a TPO.

**Next meeting Tuesday 13 October 2020 at 7.30pm**