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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 meeting of **Stilton Parish Council** to be held on **Tuesday 8 February 2022** at the Church Meeting Room, Stilton at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

2 February 2022

THE PUBLIC AND PRESS ARE WELCOME

AGENDA

PC170/21 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

PC171/21 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.

PC172/21 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.

PC173/21 MINUTES

To approve as a correct record the Minutes of the Extraordinary Parish Council meeting held on Monday 24 January 2022.

PC174/21 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Members to hear/acknowledge reports from County Councillor Bywater and District Councillor Alban.

PC175/21 COUNCILLOR RESIGNATION/VACANCY

a) The Chairman to notify of the resignation of Cllr/Vice-Chairman Barry Gilden on

31/01/22

- b) Cllr Gilden resignation from Stilton Parish Council took effect from 31 January 2022. He is much respected for his willingness to do all he could to support Stilton Village. The Parish Council resolves to thank Cllr Gilden for his unfailing commitment to the work of the Parish Council and in particular his work to establish the Stilton War Memorial and his positive contribution to the success of the Play Park Project
- c) Members to decide to fill the position of Vice-Chairman or leave vacant until the Annual Meeting of the Parish Council in May 2022
- d) Members to decide to advertise for the councillor vacancy or leave vacant until the Parish Council elections in May 2022.

PC176/21 FINANCIAL REPORT

- a) Clerk/RFO to provide the bank reconciliation for January, February's wage report and the cash book summary (previously circulated)
- b) Expenditure for February to be approved (see below)
- c) Q3 VAT return of £11,692.29 returned to the PC to be detailed
- d) Income of £487.59 from EON (solar panels - Pavilion) to be acknowledged
- e) A refund of £79.96 from Zurich Insurance to be highlighted.

To:	Reason:	Amount:	Authorised Ref:
Fergusons	Village Maintenance	1,709.60	OSA1906,s.164
Businesswatch	Alarm/CCTV monthly maintenance	126.03	LGA76,s.19
Staff wages	Clerk, Pav Administrator, Caretaker salaries	2,197.44	LGA72,s.112
HMRC	Employee tax/NI and employer NI	309.67	LGA72,s.112
NEST	Employee/employer pension contribution	52.55	LGA72,s.112
Working Turf	Pitch maintenance	894.84	PHA1875,s.164
EON	Pavilion Electricity	TBC	LGA76,s.19
EON	Pavilion Gas	TBC	LGA76,s.19
BT	Pavilion broadband	16.07	LGA76,s.19
EE	Staff mobile - Pavilion	10.03	LGA76,s.19
Julie Thompson	Pavilion cleaning - December	120.00	LGA76,s.19
Jodie-Rose Gooch	Pavilion cleaning - November	45.00	LGA76,s.19
IONOS	Website hosting/emails	16.79	LGA72,s.111
Barclays	Account charges	13.00	LGA72,s.151
PLWB	Parish Room Loan	4310.12	LGA72, s.111
Business Waste	Pavilion bin emptying	36.50	LGA76, s.19
SPC credit card	Virtual Landline	7.96	LGA72, s.111
SPC credit card	Stamps	10.20	LGA72, s.111
SPC credit card	Timpson - Plaques - PPP	54.50	LGA72, s.111
SPC credit card	Amazon - sticky tape	4.69	LGA72, s.111
John Griffin	Conifer removal - Churchyard	810.00	LGA72, s.111
SPC credit card	Amazon - laminating wallets	8.26	LGA72, s.111
SPC credit card	Amazon - bin bags (Pavilion)	11.00	LGA72, s.111
Julie Gillies	Printer Ink	23.95	LGA72, s.111
	Monthly total:	10,788.20	LGA72, s.111

PC177/21 FINANCE, GENERAL PURPOSE AND COMMUNICATION COMMITTEE

In the absence of a January Q3 meeting due to Covid concerns, council to ...

- a) Receive a report outlining Q3 of the financial year 21/22
- b) Review the budget position and budget allocation for the remainder of the financial year
- c) Chairman of the FGPC to check and sign the previous quarter's bank reconciliations and bank statements.

PC178/21 PAVILION INFRASTRUCTURE IMPROVEMENTS PROJECT – CIL GRANT

- a) Clerk to detail the payment of £9,770.09 from HDC for the completion of the project
- b) Members to acknowledge the 20% PC contribution of £4,638.00 – to be moved from the capital to the current account
- c) Clerk to suggest adding the above details alongside photographs to SPC's website and social media thanking HDC (in line with the contract) and those who worked on the project.

PC179/21 PAVILION PLAY PARK PROJECT – CCC COMMUNITY GRANT

- a) Clerk to detail the final project cost of £62,038.58
- b) Clerk to suggest adding the above detail alongside photographs to SPC's website and social media
- c) The Parish Council resolves to thank the many non-councillor residents who contributed to the Play Park Project, especially those who served on the Working Group and Sub-committee for Children's and Youth's Amenities raising funds and planning for the Play Park.

PC180/21 PURCHASE OF GALA CLOSE OPEN LAND

Cllr O Leonard to update on the re-drafted business plan in preparation for members to agree to purchase Gala Close Open land from Jelson Homes as an asset for the village at the March 2022 Parish Council meeting.

PC181/21 COMMUNITY GROUP - YES

- a) Cllr Darnell to detail funds raised from the Christmas Draw on 27/11/21 (PC148/21) and council to acknowledge a cheque received for £469.04
- b) Cllr Darnell to detail funds raised from the Christmas Fair on 27/11/21 and inform council of plans for the proceeds (PC66/21.5)
- c) Cllr Darnell to update on communication with Bellway regarding the new play area and PC involvement (PC148/21)
- d) Young People Engagement Stilton (YES) to be outlined to council and members/clerk to put forward any questions clarifying YES and the funds raised from the Christmas Fair
- e) Members to discuss how to work alongside the new community group.

PC182/21 WORKING GROUPS

- a) Members to consider the need for a Children's and Youth's Phase 2 Working Group (PC68/21.6) and inform on next steps
- b) Council to discuss the need for a Working Group for Community Engagement and if so, to appoint members and request it report back to the next meeting of the council
- c) Cllr Angus to report to members on the informal asset meeting held in January.

PC183/21 MAINTENANCE

- a) Clerk to outline a quote for painting of the toilet in the Parish Room and members to approve Wayne Arthur to carry out the works for £205.00 (budgeted)
- b) Cllr Angus to detail a quote for hiring a mobile tower to allow the Pavilion sign to be

erected, council to approve the spend

c) Council to discuss the Pavilion septic tank alarm and clerk to put forward a quote for a tank examination costing £80.00 (to be approved if felt necessary)

d) Clerk to outline a quote for a heater/double socket in the Pavilion plant room and members to approve the works

e) Clerk to report on a quote for carpet cleaning at the Pavilion – to be paid for out of the Pavilion cleaning budget.

PC184/21 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE

Chairman of the committee to brief members on the meeting that took place on 31/01/22.

PC185/21 QUEEN'S PLATINUM JUBILEE

a) Cllr Dorling to update members on the Queen's Platinum Jubilee meeting held in January

b) Clerk to outline a quote for bunting, detail a budget and council to approve (PC149/21)

c) Clerk to update on grant opportunities for the Jubilee and council to approve applying

d) Parish Council to approve purchasing a bench for the Jubilee (£850 – to be paid for out of CIL funds)

e) Members to decide where to place the bench

f) Members to decide next steps for the Garden of Reflection.

PC186/21 PARISH COUNCIL COMMUNICATION

a) Council to decide how SCAN contributions are to be agreed – either by full council or delegated to the Editorial team and decided by a majority (clerk to then draw up the Terms of Reference for the Editorial WG and present for approval at the March PC meeting)

b) Council to discuss if individual councillors should be named on publicity if carrying out tasks for the PC or if focus should remain purely on the Parish Council as a body

c) Approve content for a village leaflet (PC127/21.8).

PC187/21 NEIGHBOURHOOD PLAN/COMMUNITY ENGAGEMENT

Council to discuss a strategy for moving forward regarding the Neighbourhood Plan.

PC188/21 CLERK'S REPORT

The clerk to:

a) Outline the need to revise the Complaints Policy and Complaints Procedure

b) Suggest a method for dealing with Councillor Code of Conduct complaints

c) Report on the latest developments with the new village defibrillator – members to confirm where the defibrillator will be positioned

d) Seek approval for 2 high chairs for the Pavilion at a cost of £54.95 each – total cost of £109.90 (budget – increase in non-regular bookings at the Pavilion).

PC189/21 CORRESPONDENCE

Correspondence to be addressed including....

a) TLC needed at the Garden of Remembrance

b) Residents concerns over rumours of green areas being sold off by the Parish Council

c) Anti-social behaviour around the Pavilion

- d) An idea for child-sized road markings at the Pavilion
- e) Potential doctors surgery as a all purpose building
- f) Tree maintenance works in Barn Close – Clerk to feedback from the tree surgeon and provide a quote for the suggested works – council to approve works before nesting season (if agreed)
- g) The need for tree works on Elm Close
- h) Concerns about trees/hedges on Cooper Thornhill Road
- i) Twinning involvement in the Queen’s Platinum Jubilee.

PC190/21 PLANNING

The Planning Committee to highlight and council to respond to ...

Ref: 21/01808/REM – Land West of 26 to 34 High Street, Stilton – Application for the approval of reserved matters (Access, Appearance, Landscaping, Layout and Scale) following outline approval for 70 Residential dwellings, together with the provision of a New Access from High Street, Open Space and New Footpath/Cycle Ways and Doctors Surgery

Ref: 21/02874/FUL – Public House, The Stilton Cheese, North Street, Stilton – Full planning application and listed building consent for development of land to the rear of The Stilton Cheese Inn for ten 3-bedroom houses with associated parking, change of use of ancillary accommodation to the rear of The Stilton Cheese Inn to office/community use, reconfiguration of car parking serving the pub and office/community use, alteration of access from North Street, together with landscaping and associated works

Ref: 21/02875/LBC - Public House, The Stilton Cheese, North Street, Stilton – Full planning application and listed building consent for development of land to the rear of The Stilton Cheese Inn for ten 3-bedroom houses with associated parking, change of use of ancillary accommodation to the rear of The Stilton Cheese Inn to office/community use, reconfiguration of car parking serving the pub and office/community use, alteration of access from North Street, together with landscaping and associated works.

PC191/21 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of this item’s business the press and public be excluded from the meeting.

PC192/21 TENDERS FOR PITCH MAINTENANCE AND VILLAGE MAINTENANCE

Cllr Angus to update council on the recent tender invitations and members to decide next steps.

PC193/21 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC

The confidential business having been concluded, the Press and Public be re-admitted to the meeting.

Next meeting – Tuesday 8 March at 7.30pm