



STILTON PARISH COUNCIL



Minutes of the Parish Council meeting that took place on Tuesday 8 February 2022 - held at the Church Meeting Room, Stilton at 7.30pm.

Present:

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

Clerk: Lawrence

Others: County Councillor Bywater. 10 members of the public were present.

PC170/21 APOLOGIES FOR ABSENCE

Cllrs Lockyer and Sutcliffe were absent.

PC171/21 DECLARATIONS OF INTEREST

Cllr Dorling declared a non-pecuniary interest in PC190/21, planning application Ref: 21/01808/REM.

PC172/21 PUBLIC PARTICIPATION

- * A member of the public raised an issue about encroaching fencing on Walnut Way **(advised to contact Enforcement at HDC – Clerk to contract too)**
- * The deterioration of the Conservation Area in the village centre was brought to council's attention (tree grills in the centre especially – **village walk to look at**)
- * Child sized road markings at the Pavilion were highlighted by a resident on the tarmac – **AMC committee to look into further**
- * Concerns over rumours of green areas being sold off by the Parish Council were spoken about and residents reassured that although the PC is looking at how assets are being managed, any proposed changes by the PC will be put forward to parishioners for consultation/feedback before any decisions are taken.

1 member of the public left the meeting

PC173/21 MINUTES

Resolved

That the minutes of the Extraordinary Parish Council meeting on Monday 24 January 2022 be confirmed as a correct record and were signed by the chairman.

PC174/21 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Alban was unable to attend and had sent a report earlier on in the week. County Councillor Bywater outlined how the CCC portion of council tax would be increasing 5% for the forthcoming financial year equating to £1.19 on a band D property. He also spoke about loss of staff at CCC moving which may present challenges.

County Councillor Bywater left the meeting

PC175/21 COUNCILLOR RESIGNATION/VACANCY

The Chairman notified members of the resignation of Cllr/Vice-Chairman Barry Gilden on

31/01/22. Cllr Shailer detailed how Cllr Gilden was much respected for his willingness to do all he could to support Stilton Village. Members discussed filling the position of Vice-Chairman or leaving vacant until the Annual Meeting of the Parish Council in May 2022 and whether to advertise for the councillor vacancy or leave vacant until the Parish Council elections in May 2022.

Resolved

PC175/21.1 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 – Clerk to draw up a letter to be countersigned by all SPC councillors

PC175/21.2 The position of Vice-Chairman to remain vacant until May 2022

PC175/21.3 Clerk to advertise for the councillor vacancy with a closing date of 1st March 2022 and co-option to take place at the PC meeting on 8 March 2022.

PC176/21 FINANCIAL REPORT

The Clerk/RFO provided the bank reconciliation for January, February’s wage report and the cash book summery (previously circulated – amended to include Phase 2 Play provision of £469.03), detailed a Q3 VAT return of £11,692.29 returned to the PC, income of £487.59 from EON (solar panels – Pavilion) alongside a refund of £79.96 from Zurich Insurance against the new policy.

Resolved

Expenditure for February was approved (see below).

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	164.38	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
Church Meeting	Room hire for Feb meeting	10.00	LGA72, s.111

Room			
Julie Gillies	Printer Ink	23.95	LGA72, s.111
	Monthly total:	10,962.58	LGA72, s.111

PC177/21 FINANCE, GENERAL PURPOSE AND COMMUNICATION COMMITTEE

In the absence of a January Q3 meeting due to Covid concerns, council received a report outlining Q3 of the financial year 21/22, reviewed the budget position and budget allocation for the remainder of the financial year.

Resolved

Chairman of the FGPC checked and signed the previous quarter's bank reconciliations and bank statements.

A member of the public left the meeting

PC178/21 PAVILION INFRASTRUCTURE IMPROVEMENTS PROJECT - CIL GRANT

Clerk detailed the payment of £9,770.09 from HDC for the completion of the project. Members acknowledged the 20% PC contribution of £4,638.00 and considered publicising the completion.

Resolved

PC178/21.1 £4,638.00 to be moved from the Capital account to the Current account

PC178/21.2 Clerk to add 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

PC178/21.3 Clerk to send Cllr Angus the CIL contract.

PC179/21 PAVILION PLAY PARK PROJECT - CCC COMMUNITY GRANT

Clerk detailed the final project cost of £62,038.58, considered publicizing the completion and thanking those who were involved.

Resolved

PC179/21.1 Clerk to circulate full breakdown of PP costs to all councillors

PC179/21.2 Clerk to add the above detail alongside photographs to SPC's website and social media

PC179/23 The Parish Council 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 by writing a letter (to be signed to all councillors) and invite all who contributed to the Annual Meeting of the Parish Council in May.

PC180/21 PURCHASE OF GALA CLOSE OPEN LAND

Cllr O Leonard updated 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.

Resolved

Proposed business plan to be circulated after contact made with Roger Taylor (solicitor), enabling it to be finalised.

Cllrs Bull and Darnell declared an interest in PC181/21 as YES members

PC181/21 COMMUNITY GROUP - YES

Cllr Darnell detailed funds raised from the Christmas Draw on 27/11/21 (PC148/21) and council acknowledged a cheque received for £469.04. Cllr Darnell informed that funds

raised from the Christmas Fair on 27/11/21 of approx. £2,300, alongside sponsorship from Bellway of £1,500 gave a total of £3,778.10 before Christmas Draw monies were deducted (the PC have been notified by YES that they are holding the funds securely – PC66/21.5). YES have subsequently contributed £218.75 to fund half the purchase price of the new outdoor table tennis table. Further plans for the proceeds were outlined.

Cllr Darnell then updated on communication with Bellway regarding the new play area (PC148/21) and confirmed use of her YES email address (alongside phone calls) to communicate with Bellway re the £1,500 Christmas Fair sponsorship to provide clear evidence that the donation sought was to the YES group and not the Parish Council.

The Chairman of YES, Ian Parmenter, outlined Young People Engagement Stilton (YES) to Council and confirmed their status as a Community Group (not a Charity). Members forwarded questions in light of the PC being unaware of the existence of the YES group prior to the week following the Christmas Fair. Confusion on social media regarding the £1,500 donation from Bellway was highlighted. How to work alongside the new community group was then discussed.

Resolved

PC181/21.1 Cllr Bull to forward the constitution to all members

PC181/21.2 Clerk to determine the location of a grant previously applied for by YES that is held by the Parish Council (provide update at the March meeting)

PC181/21.3 YES to be provided with complementary use of the Pavilion to hold an initial public meeting (which will be advertised in next month's SCAN).

PC182/21 WORKING GROUPS

Members considered the need for a Children's and Youth's Phase 2 Working Group (PC68/21.6), discussed the need for a Working Group for community engagement and Cllr Angus reported to members on the informal asset meeting held in January.

Resolved

PC182/21.1 In light of the formation of YES, it was felt it was not necessary to have a Children's and Youth's Phase 2 Working Group

PC182/21.2 Council decided to wait to create a Working Group for Community Engagement until after the May elections

PC182/21.3 Further discussions on PC assets to be addressed within the forthcoming Neighbourhood Plan to enable resident participation.

PC183/21 MAINTENANCE

The clerk outlined a quote for painting of the toilet in the Parish Room and Cllr Angus detailed quotes to hire a mobile tower to allow the Pavilion sign to be erected Council. An issue with the Pavilion cesspool alarm was discussed. The clerk informed no quote for a heater/double socket in the Pavilion plant room (and RCD works) had been received and reported on a quote for carpet cleaning at the Pavilion.

Resolved

PC183/21.1 Wayne Arthur approved to carry out the painting works at the Parish Room for £205.00 (budgeted) – **all in favour**

PC183/21.2 Cllr Shailer to contact PECS re a quote to erect the Pavilion sign

PC183/21.3 Clerk to speak to Wayne Arthur re a quote to erect the Pavilion sign

PC183/21.4 Pavilion Administrator to contact Binders re a quote for the cesspool alarm (Cllr J Leonard to forward contact details)

PC183/21.5 Cllr Shailer to forward details of an electrician to the clerk to receive another quote for Pavilion electrical work

PC183/21.6 A budget of £1,200 was approved for the electrical work (RCD/heater in plant room) – **all in favour**

PC183/21.7 Carpet cleaning for £80 at the Pavilion approved (to be paid for out of the Pavilion cleaning budget) – **all in favour**.

PC184/21 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE

The chairman of the committee briefed members on the meeting that took place on 31/01/22 including staff appraisals (to take place on 01/03/22), councillor training and policies.

3 members of the public left the meeting

PC185/21 QUEEN'S PLATINUM JUBILEE

Cllr Dorling updated members on the Queen's Platinum Jubilee meeting held in January, the clerk outlined a quote for bunting and updated on grant opportunities for the Jubilee - none appropriate. Parish Council discussed purchasing a bench for the Jubilee and the forthcoming meeting on Saturday (12/02/22 at the Pavilion at 10am).

Resolved

PC185/21.1 Council approved a bunting purchase from Cotton Bunting for £535 + VAT – **all in favour**

PC185/21.2 Members to discuss purchasing commemorative mugs at the March meeting

PC185/21.3 Members approved a spend of up to £1,127.74 (from CIL funds) for a bench to commemorate the Platinum Jubilee (actual bench to be determined at the meeting on 12/02/22) – **all in favour**

PC185/21.4 Cllr Shailer to feed back to council at the March meeting re Jubilee flags.

PC186/21 PARISH COUNCIL COMUNICATION

Cllr Bull stood down from the Editorial Working Group and council decided how SCAN contributions are to be agreed. Members discussed if individual councillors should be named on publicity when carrying out tasks for the PC

Resolved

PC186/21.1 Cllr Ayres joined the Editorial WG alongside Cllrs O Leonard and Dorling

PC186/21.2 SCAN editorial to be decided by a majority within the Editorial WG and sent to the clerk for forwarding (after soliciting members for content to be added)

PC186/21.3 Clerk to draw up the Terms of Reference for the Editorial WG and present for approval at the March PC meeting

PC186/21.4 Individual councillors to be named (discretionary) on social media and to be consulted if named in SCAN prior to publication

PC186/21.5 Content for a village leaflet (PC127/21.8) to be deferred until after the Jubilee meeting on 12/02/22.

PC187/21 NEIGHBOURHOOD PLAN/COMMUNITY ENGAGEMENT

Council discussed a strategy for moving forward regarding the Neighbourhood Plan.

Resolved

To be reconsidered after the elections in May 2022.

Members agreed to extend the meeting by 30 minutes as it was approaching 10pm

PC188/21 CLERK'S REPORT

The clerk outlined the need to revise the Complaints Policy and Complaints Procedure/method for dealing with Councillor Code of Conduct complaints, reported on the defibrillators and sought 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).

Resolved

PC188/21.1 Clerk to forward a revised Complaints Procedure to members for adoption at the March 21 meeting

PC188/21.2 The defibrillator to be positioned in the telephone box

PC188/21.3 Community Heartbeat Trust to install the defibrillators at £200 each – **all in favour**

PC188/21.3 Awareness session from the CHBT to be booked - £175 – **all in favour**

PC188/21.4 The Parish Council to purchase 2 defibrillators (for the Telephone Box and Pavilion) – contributions from residents to be detailed when received – **all in favour**

PC188/21.5 Council approved a £109.90 spend on 2 high chairs for the Pavilion – **all in favour**.

PC189/21 CORRESPONDENCE

Resolved

a) TLC needed at the Garden of Remembrance – **PC will have a look on the village walk**

b) Residents concerns over rumours of green areas being sold off by the Parish Council – **addressed in PC172/21**

c) Anti-social behaviour around the Pavilion – **anti-social behavior to be reported to the police**

d) An idea for child-sized road markings at the Pavilion – **addressed in PC172/21**

e) Potential doctors surgery as a all purpose building – **no planning application in yet**

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) – **council approved work up to £500 by JP Griffen to cut back the Barn Close trees – all in favour**

g) The need for tree works on Elm Close – **owner by Yelcon (non PC trees)**

h) Concerns about trees/hedges on Cooper Thornhill Road – **council have no plans to cut back the trees/hedge**

i) Twinning involvement in the Queen's Platinum Jubilee – **addressed in PC172/21**.

Members agreed to extend the meeting by 10 minutes as it was approaching 10.30pm

A member of the public left the meeting

PC190/21 PLANNING

The Planning Committee highlighted and council responded 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 – **RECOMMEND REFUSAL**

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 – **RECOMMEND REFUSAL**

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 – **RECOMMEND REFUSAL.**

A member of the public left the meeting

Members agreed to extend the meeting by 10 minutes as it was approaching 10.40pm

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 were excluded from the meeting.

PC192/21 TENDERS FOR PITCH MAINTENANCE AND VILLAGE MAINTENANCE

Cllr Angus updated council on the recent tender invitations and members considered next steps.

Resolved

PC192/21.1 Pitch Maintenance – Working Turf to continue with their current contract (until March 2023)

PC192/21.2 Village Maintenance - Council authorised Cllr Angus to speak to tenders re references/further information and report back to the March PC meeting.

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 were re-admitted to the meeting.

Meeting ended at 10.45pm

Next meeting – Tuesday 8 March at 7.30pm