



# STILTON PARISH COUNCIL



**Minutes of the Parish Council meeting that took place on Tuesday 12 April 2022 - held at the Church Meeting Room, Stilton at 7.30pm.**

**Present:**

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

Clerk: Lawrence

Others: 2 members of the public were present.

**PC234/21 APOLOGIES FOR ABSENCE**

Cllrs Angus (personal reasons), Shailer (personal reasons) and Sutcliffe (personal reasons) sent apologies – accepted. Cllr Lockyer was also absent.

**PC235/21 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**PC236/21 PUBLIC PARTICIPATION**

\* A member of the public asked about treatments planned for the Pavilion garden to encourage grass growth and a grass cutting programme to ensure it was looking good for the Queen's Platinum Jubilee celebrations – **clerk advised Beeby's would be cutting the grass 16 times per year as part of their contract. The clerk will speak to Beeby's regarding extra cuts (if needed) and weed management.**

**The chairman brought forward PC244/21 for discussion as members of the public could provide an update ...**

**PC244/21 QUEEN'S PLATINUM JUBILEE**

A member of the public updated on the Queen's Platinum Jubilee plans re the proposed dog show, cream teas, posters to be printed, articles in SCAN and other activities. Volunteers, parking provision and Jubilee gifts for schoolchildren were reported on.

Cllr Dorling updated on the April's Queen's Platinum Jubilee meeting, the clerk informed on the bench purchases/flag and lamppost signs order and confirmed public liability insurance (with dog agility) cover for the event. A timetable for hanging of the bunting in the village was discussed alongside planting of a tree for the Jubilee with purchase of a plaque.

**Resolved**

**PC244/21.1** Clerk to contact Ringway regarding putting up the bunting 2 weeks before the Jubilee weekend and taking down 1 week afterwards

**PC244/21.2** Cllr Bull to speak to the Stilton Gardening Club about the best type of tree to plant for the Jubilee in the Pavilion garden and report to the May PC meeting

**PC244/21.3** Members approved the £144.99 cost of The Queen's Green Canopy plaque to accompany the tree for the Jubilee (budget: underspend on Pavilion rates).

**PC237/21 MINUTES****Resolved**

That the minutes of the Parish Council meeting on Tuesday 8 March 2022 and the Extraordinary Meeting on Wednesday 18 March 2022 be confirmed as a correct record and were signed by the chairman.

**PC238/21 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

District Councillor Alban and County Councillor Bywater were unable to attend.

**PC239/21 FINANCIAL REPORT**

The clerk/RFO provided the bank reconciliation for March, April's wage report and the cash book summery (previously circulated). Expenditure for April was detailed including CAPALC fees (£628.90) and John Griffen tree payment (£400).

**Resolved**

Expenditure for April was approved (see below)

<b>To:</b>	<b>Reason:</b>	<b>Amount:</b>	<b>Authorised Ref:</b>
Fergusons	Village Maintenance	1,709.60	OSA1906,s.164
Businesswatch	Call outs	42.00	LGA76,s.19
Businesswatch	Alarm/CCTV monthly maintenance	126.03	LGA76,s.19
Staff wages	Clerk, Pav Administrator, Caretaker salaries	2,837.98	LGA72,s.112
HMRC	Employee tax/NI and employer NI	347.78	LGA72,s.112
NEST	Employee/employer pension contribution	56.70	LGA72,s.112
HDC	Parish Room rates	173.55	LGA72,s.133
HDC	Pavilion rates	670.00	LGA76,s.19
PWLB	Loan payment for Pavilion	2,268.10	LGA2003,S1,p2
Working Turf	Pitch maintenance	894.84	PHA1875,s.164
EON	Pavilion Electricity	147.21	LGA76,s.19
EON	Pavilion Gas	303.58	LGA76,s.19
BT	Pavilion broadband	16.07	LGA76,s.19
EE	Staff mobile - Pavilion	10.03	LGA76,s.19
Julie Thompson	Pavilion cleaning - March	120.00	LGA76,s.19
Scribe (Starboard)	Annual Bookings software	680.40	LGA72, s.111
ICCM	Annual Membership	95.00	LGA72, s.111
K T McPartlin	Pav tank emptying (3170)	120.00	LGA76,s.19
K T McPartlin	Pav tank emptying (3181)	120.00	LGA76,s.19
IONOS	Website hosting/emails	16.79	LGA72,s.111
Fenland Stoneworks	Turning of Memorial Plaques (GOR)	120.00	LGA72, s.111
JP Griffin	Tree works at Barn Close	400.00	LGA72, s.111
Sureshines	Bus shelter cleaning/phone box clean	135.00	LGA53,s.4
CAPALC	Annual fee and DPO insurance	628.90	LGA72, s.111
Barclays	Account charges	24.03	LGA72,s.151
Business Waste	Extra weight charge	2.74	LGA76, s.19
Business Waste	Pavilion bin emptying	20.99	LGA76, s.19
Pressure Refresher	Pavillion carpet cleaning	80.00	LGA72, s.111
SPC credit card	Virtual Landline	7.96	LGA72, s.111
SPC credit card	Cess pit tool	10.90	LGA72, s.111
SPC credit card	Stationary/cleaning products	48.40	LGA72, s.111

Church Meeting Room	Room hire for March meeting	20.00	LGA72, s.111
Church Meeting Room	Room hire for April meetings	10.00	LGA72, s.111
	<b>Monthly total:</b>	<b>12,264.58</b>	

**PC240/21 PURCHASE OF GALA CLOSE OPEN LAND**

Cllr O Leonard presented the re-drafted business plan and the clerk reported on communication from Roger Taylor/Jelson's re contract wording. Members voted on purchasing Gala Close Open land from Jelson Homes.

**Resolved**

Members voted to purchase the Gala Close Open land from Jelson Homes – **all in favour.**

**PC241/21 HUMAN RESOURCES, POLICIES AND PROCEDURES COMMITTEE**

The chairman of the committee provided a report from the meeting on 04/04/22.

**PC242/21 PAVILION**

Members discussed a Pavilion deep clean. The clerk updated on Scribe Bookings and members considered 14 hours overtime for the Pavilion Administrator to input data to enable migrating onto the new system. Members evaluated the new booking form for complimentary Pavilion use. The clerk reported on football club fees and members discussed revising current charges/football tournament costs. Recent vandalism on the footballer's container/dug outs was highlighted and the Pavilion Garden, a grass cutting schedule and weed control, reiterated. The clerk also outlined an initial hire request (new regular user) for member's feedback.

**Resolved**

**PC242/21.1** Jodie-Rose was authorised 20 extra cleaning hours for a Pavilion deep clean (max. cost: £200)

**PC242/21.2** 14 hours overtime for the Pavilion Administrator to migrate data onto Scribe Bookings was authorised

**PC242/21.3** The booking form for complimentary Pavilion use was approved following a small change

**PC242/21.4** Stilton Colts to be given a 25% discount from 01/05/22

**PC242/21.5** Stilton Colts to be asked to apply for an SPC Small Grant Award to cover the costs of the football tournament costs

**PC242/21.6** Pavilion Administrator to report vandalism around the Pavilion to the police

**PC242/21.7** An introductory period was approved for a new Pavilion user to cover June, July and August (baby massage).

**PC243/21 VILLAGE MAINTENANCE CONTRACTS**

The clerk informed on the new village contract with Beeby's (commenced: 04/04/22) and members voted on Ferguson's creating the hanging baskets for this year.

**Resolved**

A £1,120.00 (£80 per basket) spend for Ferguson's to remove, empty, refill, plant and re-hang hanging baskets in early Jun was approved.

**PC245/21 DEFIBRILLATORS**

Costs and current donations received for the 2 defibrillators were illustrated as below, a plaque for the Pavilion defibrillator was detailed and information provided on the football's defibrillator.

<b>Received:</b>	<b>Amount:</b>
SPC Defibrillator EMR	£603.29
Ayes donation	£2,000.00
Sarah Dunleavy donation	£534.82
Stilton In Tune donation	£250.00
Sarah Dunleavy extra donation	£112.00
Matt Moore donation	£300.00
Total funds in:	£3,800.11
Total costs:	£4,105.00
Balance PC pays:	<b>£304.89</b>

### **Resolved**

A pavilion plaque (£35 from the Community Heartbeat Trust) was authorised

### **PC246/21 CLERK'S REPORT**

The clerk brought 'No Mow May' to member's attention, requested Canva membership to enable Pavilion posters/social media content and the Parish Newsletter to be created for a £99.99 yearly charge. There was no update on the AGAR. The ongoing Parish Room rates appeal was highlighted. The Play Safety reports for Barn Close play area and the Skate Park had not been carried out yet but a proposed timetable for risk assessments was put forward and would start next week.

### **Resolved**

CANVA membership was authorised (£99.99) – **all in favour.**

### **PC247/21 CORRESPONDENCE**

Correspondence addressed included....

- a) Concerns over the empty McColl's shop – **McColls to be contacted**
- b) A rat infestation – **Clerk informed farmer**
- c) Support for Ukrainian refugees – **Village Facebook sites suggested**
- d) Funding for pond conservation areas for Great Crested Newts – **clerk to pass on information to relevant land owners**
- e) Maintenance of the grass verges to surrounding the Almshouses – **Councillor Bull to check and report back on.**

### **PC248/21 PLANNING**

The Planning Committee highlighted for council's response to ...

**Ref: 22/00106/HHFUL – 12 Apreece Way, Stilton – Single storey side/front extension – RECOMMEND APPROVAL.**

**Meeting ended at 9.22pm**

**Next meeting – Tuesday 17 May at 7.30pm**