

# NEWTON IN THE ISLE

## PARISH COUNCIL

***Minutes of the AGM of the Parish Council held via a Video Conferencing link on  
Tuesday 12<sup>th</sup> May 2020 commencing at 7pm.***

*All members are reminded that they will need to declare any personal or prejudicial interest and reason before an item discussed at this meeting under the Model Code of Conduct Order 2001 No 3576*

**Apologies** Cllr M Humphreys

### **22/20 1. Present**

Cllr's D Gibbs, G Wilkinson, S Clark, R Moore, D Nunn, Ed Jones, Cllr C Seaton (FDC), Cllr S King (CCC) and P Wilkinson (Clerk).

### **23/20 2. Annual Meeting Standing Items**

#### **a) Election of Chairman**

Cllr Moore nominated Cllr D Gibbs to continue as Chairman, seconded by Cllr S Clark and approved by all Cllrs present. No other nominations were received.

#### **b) Election of Vice Chair**

Cllr D Gibbs nominated Cllr R Moore as Vice Chairman seconded by Cllr S Clark and approved by all Cllrs present. Declaration forms would be completed as soon as possible

**c) Review of Terms of Reference of the Planning Committee** were approved and remain unchanged

#### **d) Review of Inventory of land and asset.**

Three further items to add to the assets register, A picnic bench, a new litter bin and a number of bird boxes to be erected when possible.

#### **e) Review Of Council's Annual Subscriptions to other bodies**

These included CAPALC with the addition of their Data Protection Service and ACRE, Cllrs agreed to continue with both subscriptions.

### **24/20. 3. Public Forum**

No members of the public visited the meeting

### **25/20.4. Chairman Announcement**

Chairman welcomed everyone and stated that we were all living through very challenging times. Stating that sadly a resident of our village had succumbed to the virus The community had shown a lot of kindness to everyone, and he wished to thank the farmers for their generosity and professionals for their help. He hope that residents would be encouraged to use the playing field now we had been advised that we were able to exercise more.

Cllr Clark stated thanks should be sent to the local farmers for their generous donations the councillors all agreed, the clerk would write expressing the Council's thanks to Mr Newling, Mr Kooreman, Mr R Horspole and Mr Goodale. Cllr Jones queried that the Emergency Plan may need an update following the recent situation. This would be looked at shortly.

#### **26/20 5. Minutes of previous meeting 10<sup>th</sup> March 2020**

These were accepted as a true record following the correction of two spelling errors, 18/20 b *kithchen* should read kitchen and 21/20 Woodmans should read Woadmans

#### **a) Matters arising**

The pub survey was to be circulated hoping to give some feedback regarding possible options. Survey to be collected via the Village Hall or the clerk. The Council were still awaiting the street lighting condition survey, Cllr Seaton would contact Jan French to query the delay.

#### **27/20 6. County and District Councillors Reports**

Cllr King wished to congratulate the Parish Council for their work with the community during the crisis. Stating that during this difficult time a number of Highway projects had been delayed, some projects were beginning to commence again, the Recycling Centres in Fenland had reopened on Monday 11<sup>th</sup> May. Cllr King stated that he had been reappointed and would continue to assist. Potholes had been repaired while the roads were quieter. It was stated that there were still a number of potholes within the village needing attention. Cllr Nunn queried the state of Black Dyke Bridge which had deteriorated with a number of loose boards creating real problems. Cllr King would contact Highways to investigate with some urgency.

The Chair stated that a number of used nitrous oxide canisters had been thrown from vehicles throughout the village and near Black Dyke Bridge.

Cllr Seaton FDC stated at the recent cabinet meeting a review of the Covid 19 regulations had enabled a number of small businesses to receive grants to assist them.

The Local Authority were completing a survey of missing bus stops the response deadline was 13<sup>th</sup> May. The Chair stated that he felt a number of Parishes needed to discuss this issue as it affected both Lincolnshire and Cambridgeshire and bus times did not correspond with working or school hours. Cllr Seaton advised to respond to the survey. It was agreed that a response would be submitted Chair to respond. At this point Cllr Seaton left the meeting. (8pm) but stated that to contact him or Cllr Clark if required.

#### **28/20 7. Police Matters-** No reports had been received

#### **29/20 8. Reports for information previously circulated**

##### **a) Highways – Cllr Clark**

A car creating problems along the High Road parking on the pavement would be investigated by Cllr Gibbs, Concerns expressed regarding an overgrown hedge causing a blind spot at the junction of Sutton Road and Chapel Lane, further attempts to contact the property owner would be investigated. Another hedge bordering Priory House from the Rectory Road junction along the High Road towards Little Ramper. was also creating a hazard this again would be investigated. Other potholes in Mill Lane and at Elloe Bank would also be reported. The council would be notified of the deadline for the LHI Bid when announced. The cost of extending the 40 mph speed limits as submitted in the bid was expected to be around £3,200 to £3,350 on completion. Cllr Wilkinson proposed that this should be agreed and funded by the Parish Council, seconded by Cllr Clark and approved by all councillors. Cambs County Council Highways Department would be contacted to proceed with the project.

- i) *Resolved to approve the funding and the extending of the 40 mph speed limits as submitted in bid cost estimated to be around £3,200 to £3,350 was approved by all the Cllrs attending the video conferencing meeting.*

**b) Playing Field Update – Cllr Wilkinson**

Report previously circulated Cllr Wilkinson stated the playing field has recently been cut and weedkiller applied where necessary including the western boundary drain. Meadow area was in full bloom with wild flowers and the fruit trees were well established.

Recent safety inspection of the play area highlighted one or two issues that needed attention when reopened.including the greasing of roundabout, also a replacement bolt to climbing frame..Further attention to the sleeve of zip wire was required although not urgent.

Other issues noted, were the closeness of seating to fence and wastebins,

New signage for entrance gates, were in hand signage required for each of the three entrances. The further entrance to be installed was on hold. Copse area, currently overgrown, one or two trees in need of work

Addition of woodchip to gateways required,Cllr Jones has a small amount available.Cllr Wilkinson stated that the bird boxes would need erecting when we were able to resume projects following lockdown..

**c) Village Hall - Cllr Gibbs**

The Chairman stated that the Village Hall had applied for a grant of £10,000 . This would be discussed by the Village Hall Management Committee when they were able to resume meetings. The VE Day celebrations had to be cancelled, however a number of residents participated and celebrated with bunting flags and individual tea parties.

**d) Correspondence - Clerk**

Previously circulated

Rural Services Network News

Rural Bulletins

Public Sector News

Playsafe playground annual report

Internal Auditor report

Letter noting date Recycling Centre Wisbech to reopen

Letter of concern re allotment to be discussed in agenda 10a

Resident query availability of an allotment discuss Agenda 10a

**29/20 9. Finance**

a) Approval of payments

Invoices received for approval of payment including

Drainage Board £41.23 cheque no 100664

Rospa Play Safe £103.20 including £17.20 vat cheque no 100665

Income Tax £67.40 cheque no 100667.

Clerk salary for Jan to March £490.96 cheque no 100668.

Auditing Solution £208.00 including £35.00 vat cheque no 100669..

LGS Services Payroll Provider annual charge £26.40 including £4.40 vat cheque no 100670

b) Annual Zurich Insurance due annual cost £682.78 cheque no 100666 .It was agreed that the bird boxes would not be added to the insurance

- ii) *Resolved to approve payment of 7 cheques including the annual Insurance cover with Zurich all Cllrs approved*

## **Status report**

*Community a/c £13,762,57 at end of March 31<sup>st</sup> 2020. Carryforward was more than expected as no charges had been received by year end for either lighting maintenance charges of around £3,000 or LHI Bid £500 for 2019*

*Income since March 31<sup>st</sup> 2020*

*½ year Precept £6,500 received,*

*Outstanding allotment rent £189.20*

### *Business Saver Account /Reserve account*

*End of March 2020 £12,043,52*

*£6,000 set aside to comply with Reserve Statement for any unforeseen expenses*

*Street lighting allocation of £4,800 and unallocated reserve of £1,243.52 total in reserves £12,043.52*

## **d) Internal Audit Report Recommendations previously circulated.**

Report recommendations

*a) The two items of apparently overlooked VAT should be included on the next reclaim form to be prepared and submitted to HMRC. Clerk to include the two vat items in next claim.*

*b) The Council should review fees and charges annually in accordance with the adopted Financial Regulations (Para 9.3 refers) ensuring that the outcome of the review is minuted formally even where no changes are approved.*

*c) The Council should as indicated in the body of the report, review the Clerk;s pay ensuring that her pay is assimilated onto the appropriate Spinal column point on the revised national NJC pay scale applying from 1<sup>st</sup> April 201*

*d) The asset register should be further reviewed to determine whether the two new bird box acquisitions should be added to the asset register and AGAR asset value for 2019-20*

*iii) Resolved to approve the auditors report and to respond to the recommendations as stated in the report. All the Cllrs approve.*

## **e) Approval required for Completed Certificate of Exemption**

The Cllrs approved the Certificate of Exemption to be sent to the Audit Commission to show there is no requirement to have a limited assurance review under Section 9 of the Local Audit (Smaller ) Regulations 2015. as neither gross income or expenditure exceeds £25,000 in the year of accounts 2019 to March 31<sup>st</sup> 2020.

*iv) Resolved to approve the certificate of exemption to send to Audit Commission showing there is no requirement to have a limited assurance review under Section 9 of the Local Audit (Smaller ) Regulations 2015. as neither gross income or expenditure exceeds £25,000 in the year of accounts 2019 to March 31<sup>st</sup> 2020. Approved by all Cllrs.*

## **30/20. 10 Items for Decision**

**a) Allotments.** Some concerns were expressed regarding the continued untidy state of one allotment, a Councillor would discuss options with the allotment tenant.

**b) Play Equipment Inspection Report** – Cllr Wilkinson had discussed the maintenance requirements specified in the annual inspection in his Playing Field report (agenda item 8b). These items would be dealt with.. Cllr Wilkinson would continue to monitor the Play equipment.

8.55pm Cllr's S King and D Nunn left the meeting

**31/20 12. Confirmation of date and time of next meeting - Tuesday July 7<sup>h</sup> at 7pm.**

**Dates for meetings**

2020 Tuesday 14<sup>th</sup> July  
Tuesday 8<sup>th</sup> September  
Tuesday 10<sup>th</sup> November

2021 12<sup>th</sup> January  
9<sup>th</sup> March Parish Assembly  
11<sup>th</sup> May AGM

Meeting closed 9.10pm