

TERRINGTON ST JOHN PARISH COUNCIL

Serving the villages of Terrington St John and St John's Fen End

**Minutes of the ordinary meeting of Terrington St John Parish Council
Held on Wednesday 2nd September 2020 at 7.00pm
Via online and telephone conferencing**

Present:

C Clifton – Chair, N Friedmann, C Gibbs, A Bishop and A Hoey.

1. To consider accepting apologies for absence

It was **resolved** to accept apologies from B Dye.

No apologies received from M Dale.

C Clifton explained that M Purse is stepping back from proactive work with the Parish Council for a while and may not attend all Parish Councils meetings. Councillors were reminded that they can accept apologies for members not attending meetings where they think it is acceptable.

2. To record declarations of personal and/or prejudicial interest from members in any item to be discussed

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012. Members were reminded that all dispensation requests must be made to the Clerk prior to the meeting and that unless the member has obtained a dispensation, he or she cannot discuss or vote on the matter and must leave the room whilst the matter is being debated or voted on.

There were no declarations of interest.

3. To approve the minutes of the last ordinary council meeting held 1st July 2020

It was **resolved** to approve the minutes of the meeting held on 1st July 2020 as a true and accurate record of the meeting and they were duly signed by the Chair.

4. To approve the minutes of the extra ordinary meeting held 5th August 2020

It was **resolved** to approve the minutes of the meeting held on 5th August 2020 as a true and accurate record of the meeting and they were duly signed by the Chair.

5. To consider request to be co-opted onto the Parish Council

The members were invited to consider a request to be co-opted onto the Parish Council from Kevin Knight. It was **resolved** to approve this request and co-opt Kevin Knight onto the Parish Council with immediate effect.

6. To receive reports from Borough and/or County Councillors

There were no reported from Borough or County Councillors.

7. To suspend the meeting to allow public participation

There were no requests to allow for public participation.

**8. To receive the Clerk's report, including matters arising from last month's meeting
The following items were raised by the Clerk and duly discussed:**

- The Neighbourhood plan is now at the consultation stage and is running from 24.8.20 to 18.10.20. Details of how to access the NP, appendixes 1,2 and 3 together with the BCKLWN screening reports (SEA and HRA) have been reported

on Facebook, Twitter, Next Door, and the Website. Information has also been given to all parishioners via a leaflet. The Clerk thanked A Bishop for co-ordinating this distribution and C Clifton, D Gibbs, and A Bishop for delivering some of the leaflets around the village. Copies of the NP are with each councillor and additional copies are available is required. A document is on OneDrive to collate the responses and is being kept up to date as responses are received.

- The Church Road developer is still in discussion with highways regarding the footpath design on Old Church Road. Once agreed the design will go out to tender and the footpath must be completed before the first house is sold on the development.
- A lighting column on School Road is going to be straightened at a cost of £75.00 plus VAT after a concern was raised by a parishioner.
- The Clerk read out an email from highways regarding any new bus shelter replacement having a requirement to be 450mm away from the kerb and some solutions to this problem. Also waiting for another quote.
- The four larger bins are being emptied weekly as agreed at a previous meeting and this reducing the amount of litter being left overflowing.
- C Clifton discussed the work that highways have not undertaken as requested by the Parish Council.
- The high school bus company that stops in the village has agreed to pick up and drop off at the bus stops on Main Road rather than near the village sign. It is hoped that this will be a much safer area for children to cross the road.

9. To receive and consider reports/updates on the following matters from any or a delegated Parish Councillor

- a) Chair – Parish Councillor C Clifton discussed the following issues:
 - He apologised for not being able to make the meeting with the Scout group recently, but N Friedman and the Clerk were present.
 - M Purse has resigned as Vice Chair, it was **resolved** to include this as an agenda item for the next meeting.
- b) Police Liaison – Link Councillor representative, B Dye – Not present. It was noted that crime levels are low in the area.
- c) TSJ Consolidated charity trustees – Link Councillor representatives, C Clifton, C Gibbs, A Hoey and N Friedmann – The Clerk noted that a meeting has not yet been arranged. It was agreed a meeting would be arranged.
- d) Parish social group – Link Councillor representative, C Gibbs – The Clerk noted that a meeting was held with F Ranger, Community Development Manager. The focus of her support is to increase sporting and physical activities in the village. 23rd September is National Fitness Day. It was resolved to share plans with Tilney St Lawrence Parish Council. C Gibbs reported that she had celebrated VJ day with the community to where she lives. A parishioner has suggested that the village holds a car boot sale on the village playing field. The members were happy for this to be investigated, including insurance arrangements for this to take place after 1st May 2021.
- e) Church – Link Councillor representative, M Dale – Not present to make a report, however it was noted that the Church is not open yet.

- f) Speedwatch/SAM2 – Link Councillor representative, C Clifton
The group has started up again and has observed lots of speeding. A Hoey can collect data from the SAM2 when needed and can be used by the community but not the police.
- g) Planning – Link Councillor representatives, C Clifton, and M Purse – C Clifton discussed the strategy for the Neighbourhood Plan and some of the content of the Neighbourhood Plan. C Clifton discussed the speed limit change from 70mph to 30mph when coming into the village. The solution to this could be cutting off half the bypass, therefore the feasibility study will investigate this together with a potential crossing on Main Road.
- h) Scout hut – Working group and Link Councillor representatives, N Friedmann noted that the meeting held with the Scouting representatives was very positive. Both parties would like to open the Scout hut to be used by the whole parish. There can be no alcohol consumed on the premises due to Scouting policy and they do not want parties. It was agreed at the meeting that the Scout group is going to find an example contract that can be put to the Parish Council. The Scout group does want to work with the Parish Council. Presently they do have concerns about CCTV and any GDPR implications.
- i) Data protection – Link Councillor representative, M Dale – Not present.
- j) Neighbourhood planning – Working group, C Clifton, and M Purse - Nothing further to the items discussed earlier in the meeting.
- k) Strategy – Internal lead Councillor, C Clifton – Nothing to report on currently.
- l) Internal audit control – Working group, N Friedmann – Nothing to report currently.
- m) Footway lighting, Clerk – Nothing to discuss currently.
- n) Footpaths, grounds, and Parish Council assets (bus stops, seating, and bins) – Clerk
 - i. To consider the purchase of further flower boxes after the success of the two currently located on Main Road – It was resolved to looking into this in spring 2021.
- o) Highway matters including items for Highway Rangers – Link Councillor representative, M Purse – Not present.

10. To consider financial business

- a) To receive bank account balances
The Clerk reported that the bank balance at UTB as at 310820 is £62,334.41.
- b) To receive details of income received
The Clerk reported that no income had been received since the last meeting.
- c) To consider the recommended payments
It was resolved to approve the following payments in accordance with the budget:

Vodafone	Internet	£13.32
Eon	Street lighting electricity est	£57.58
Westcotec	Street lighting maintenance	£16.50
G Robinson	Clerk wage	£791.93
H Murrell	Litter collector wage	£60.00
L Robinson	Litter collector wage	£77.40
HMRC	PAYE/NIC	£180.77
G Robinson	Clerk expenses	£63.16
ROSPA	Annual equipment inspection	£360.60

Minuteman	Printing	£70.00
Minuteman	Printing	£165.59
UserOne	IT support	£12.00
NCC	Feasibility study	£1500.00

Ultimate land and gardens waiting corrected invoice, likely to be £350.00
As invoiced for work not done.

- d) To consider the current budget which includes the recommended payments
The members considered the budget presented to them prior to the meeting. The Clerk suggested that the feasibility study cost of £1500.00 should come from the 'traffic control' line of the budget leaving £3,500 in that line still. It was **resolved** that it should come from that line.

11. To consider planning matters

There were no application or decisions to consider.

The members considered the safety data sheet in relation to application 20/01061/F – the members had no comments to make about its contents.

12. To consider the reopening the village playing field and allowing use of the play equipment

After considering the alternatives and requirements it was **resolved** to not open the playing field equipment at present. It was agreed the Clerk should seek further information from the Borough Council and cleaning costs.

13. To receive general correspondence via email during the month and consider any further actions required

All correspondence was circulated prior to the meeting and it was resolved that no further actions were required at this time.

14. To receive items for next month's agenda

- Election of Vice Chair

15. Date and time of next meeting – Will be held on Wednesday 7th October 2020