

MINUTES OF MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 9th MAY 2023 at THE CADE at 7.30pm

The meeting will be open to the public unless the Council otherwise directed.

PRESENT:

Cllr R Pinner
Cllr A Weldon
Cllr S Ellis
Cllr D Stevenson (Chairman)
Cllr J Francis
Miss J Bowd (Parish Clerk)

IN ATTENDANCE:

1 member of public
CCC M Smith
SCDC P Sandford

1. Election of Chairman.

Cllr Pinner spoke to welcome Cllr Francis her first meeting and to state that after 17 years he is standing down as Chairman.

He précised the achievements of the Parish Council during his time as Chairman and finished by stating he felt this was a good time for change.

1.1 To elect a Chairman for 2023/24.

Cllr Weldon proposed Cllr Ellis – not seconded.

Cllr Ellis proposed Cllr Stevenson seconded Cllr Francis.

All in favour.

1.2 To receive Chairman's Declaration of Acceptance of Office.

Cllr Stevenson having been duly elected signed the declaration of acceptance of office along with the Clerk

2. Apologies.

To receive and accept Apologies for Absence.

Cllr M Lines -personal

Cllr M Cropley - personal

3. Declarations of Interest.

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

Cllr Stevenson item 12.1 Pecuniary

4. Minutes.

To confirm the Minutes of the Meeting held on 14th March 2023.

Resolved: That the minutes be signed as a true and correct record. (Prop Cllr Weldon 2nd Cllr Ellis) All in favour.

5. To elect a Vice Chairman.

Resolved: Cllr Ellis be elected as Vice Chairman (Prop Cllr Stevenson 2nd Cllr Pinner|) All in favour.

6. Parish Council Representatives on Outside Bodies.

6.1 To nominate Parish Council Representatives to outside bodies for 2023/24

See appendix A

Clerk to email out new list to Councillors.

Peace tree lights to be on July agenda.

7. Public Forum

To allow any member of the public to address the council. Time Allowed 10 minutes.

A resident spoke on behalf of the community to thank Cllr Pinner for his years of service to the village during his time as Chairman.

8. District and County Councillor Reports

To receive verbal reports from district and county councillor.

CCC Cllr M Smith also passed on her thanks to Cllr Pinner for his service as an excellent Chairman.

Cllr Smith reiterated that she would arrange a meeting with Highways England re A428. Cllr Pinner asked if highways could cut the grass up to the 30mph sign on St Neots road before the start of the season. It was also noted that CCC has not reimbursed Council for cutting the verges 2021/22 season. This will be looked into.

SCDC Cllr P Sandford spoke about the proposal for a solar farm at Croxton. A resident's group has been formed. Elisley Parish Council has not joined but Clerk asked to contact the group asking to be kept informed.

9. Matters arising from previous meeting

- (i) A428.
See item 8
- (ii) Village Drainage.
Cllr Pinner reported that drains are flowing well, still await a report from CCC on the culvert in Caxton End to see if there has been any collapse.
- (iii) Lighting of play area.
Cllr Pinner reported that since the project was put on hold, he has visited the residents leading the request and they now understand the situation.
- (iv) Zero carbon grant/wild flowering project.
Cllr Ellis reported that the wildflower seeds have been sown outside of the church.
 - The Chairman asked what the progress is with the bollards on cross path. Cllr Pinner reported that CCC have confirmed replacement is in their programme of works, but no date given.

10. Clerks Report

To receive written report.

Meeting Dates: –

Full Council – Tuesday 11th July 2023

Items to report

- Postcodes for West Farm Close Potton End PE19 6FQ.
- Community chest grant £200 for printing cost of flyers & information fact sheet successful.

11. Members reports

- (i) Parish Forum.
Cllr Pinner is not aware of any up coming meetings. He will arrange for change of contact details to that of the new Chairman.
- (ii) Village working party.
It was agreed that the village clear up on Monday following the Coronation was a great success with litter having been cleared, the bus stop St Neots road cleaned, and the pocket park tidied. A meeting was set up for 17th May 2023 @ 5.30pm to look at matters raised in the RoSPA report relating to the play equipment.
- (iii) Parish plan survey.
Cllr pinner felt that this has now run its course and should only meet in the event of a project coming forward or otherwise to conduct the next survey in 4 years' time.
- (iv) Speedwatch.
Cllr Pinner reported that the group are still looking for volunteers and that a site for recordings in Caxton End is being looked into.
- (v) Carbon neutral projects
Cllr Ellis reported back in item 9(iv).
Cllr Stevenson asked if there was merit in looking into electric charging points. Clerk to obtain information from SCDC.
Cllr Pinner felt a "Coronation" tree would be appropriate and Cllr Ellis agreed to see if funding is available via the Carbon neutral grant already agreed with SCDC.

12. Finance and Risk.

Having declared a pecuniary interest Cllr Stevenson left the room 8.15pm

12.1 To approve the following accounts for payment:

Financial Year 2022/23

- The Cade refreshments £31.50
- Drax street light energy £1.18
- The Cade room hire £78.75.
- HMRC £86.20
- Drax street lighting energy £4.16
- March salaries £444.78

Financial Year 2023/24

- RoSPA £127.80
- Mr R Pinner reimbursement Loki plaque £48.90
- N Power £23.24
- Salaries April £444.98
- HMRC April £86.00
- The Cade £45.00
- CAPALC £253.30
- Bradgate March 28th £288.00

Clerk advised of additional invoice received £5605.04 for renovation of the bus shelter.

Resolved: That the payments be approved (Prop Cllr Francis 2nd Cllr Pinner) All in favour.

Cllr Stevenson returns to the meeting.

12.2 To note the bank reconciliation as 31st March 2023.

Noted

12.3 To note the budget report dated 8th March 2023.

Noted

12.4 To consider options for disposal of confidential waste.

Cllr Pinner stated that he had a lot of Council papers that need destroying securely. Clerk asked to look at destruction companies and bring back.

Councillors asked to see what papers they may have for destruction.

12.5 To note the internal audit report for y/e 31st March 2023 and agree any actions.

The report was noted.

Clerk advised that the asset register has been amended with purchase prices added.

See item 13 2 policies prepared for Council consideration.

Clerk to seek information on prices for website and Cllr@ emails.

Cllr Ellis will also speak to the current webmaster.

12.6 To receive the RoSPA play area report April 2023 and agree actions

See item 11(ii)

13. Policy

To review and adopt the following policy documents.

- (i) To adopt the General power of competence.
- (ii) Financial regulations
- (iii) Standing orders.
- (iv) Code of conduct
- (v) Disciplinary policy
- (vi) Grievance policy

Councillors felt that they had not sufficient time to read the policies and therefore asked that they be brought back to the July meeting.

14. End of Year Accounts

14.1 To approve accounts for the Year ending 31st March 2023.

Resolved: That the accounts Year ending 31st March 2023 be approved.

All in favour

14.2 To complete and approve Annual Governance Statement for year ending 31st March 2023.

Resolved: That the statements were read out by the Clerk and a 'yes' response was given by Council to each. All in favour.

14.3 To approve Statement of Accounts on Annual Return for year ending 31st March 2023.

Resolved: That the Statement of Accounts be approved. All in favour

14.4 To approve text for Annual Return.

Resolved: That the text be approved. All in Favour.

14.5 To note that the notice of public rights has been completed for issue 1st April 2023.

Noted

14. Community events

- (i) To receive a report on events held for Coronation of King Charles III
Members reported on a successful event and expressed thanks to all involved. Cllr Elis agreed to put out a "thank you" on Facebook.
Clerk to write on behalf of the Parish Council to the organisers.
- (ii) To approve purchase of commemorative gift for school children - Coronation of King Charles III
Clerk provided copy of some memorabilia available.
Cllr Weldon showed some coins purchased by herself for family members. £36 for 10.
Resolved: That 70 coins be purchased by Cllr Weldon on behalf of the Council who will reimburse her.
(Prop Cllr Pinner 2nd Cllr Francis) All in favour.

15. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note Parish-based nature restoration/recovery
Noted
- (ii) To receive and note copy email from resident regarding A428.
Members agreed with the sentiments expressed in the letter over the dangerous junction and need for improvements. However, they also noted that the Parish Council cannot deal with these matters as they are the responsibility of Highways England and CCC.
Clerk to write to resident.
- (iii) To consider LHI 2023/24 Complex Panel Meeting - 11th May 2023
Resolved: That the application be withdrawn due to change of opinion on the scheme. (Prop Cllr Pinner 2nd Cllr Weldon) All in favour.

16. items to report

- Clerk tabled letter of resignation from Cllr Cropley.
- Clerk provided copy of an email relating to archaeological dig in Caxton End which is causing concern to resident.
Parish Council are uncertain who has given permission or exactly whose land is involved.
Chairman to speak to History society and the Clerk to follow with a letter if necessary.
- Cllr Pinner asked that Clerk write to Holywell-cum-Needingworth PC to thank them for the arrangement for use of office., Webmaster or his continued support, and the six villages newsletter team for an excellent publication.
- Cllr Pinner also reported that the bridge in the pocket park will require repair in the near future.

Being no further business, the meeting closed at 9.25 pm

Chairman

Date: