

**MINUTES OF THE VIRTUAL MEETING OF THE PARISH COUNCIL
HELD ON TUESDAY 2nd FEBRUARY 2021 at 7.15 pm**

Present: Councillors: Mr Neil Anthony, Mr George Atkinson, Mrs Jill Cooke, Mr Tony Crease, Mr Keith Crouch, Mrs Fiona Edwards, Miss Libby Hart, Mr Austin Havell, Mr Jim Mantz, Mrs Ann Ranshaw, Mrs Fiona Thomas

Members of the public: None present

Apologies received and accepted from: All present

6.45 pm. Gwenllian Rhys, Office from National Statistics came along to inform the Council about the upcoming Census

7.00 pm. Harry Burr came to the meeting to let everyone know his plans for getting the rail station re-opened at Weedon Bec

Both left the meeting after their presentations

7.15 pm. PC meeting commenced.

Chairman Mr Tony Crease

Item No

Action

790.0 Declarations of Interest under the Council's Code of Conduct: Cllr Anthony 794.5, being a member of the WSA.

791.0 **Public Forum.** No members of the public present.

792.0 **To accept the minutes of:**

The Virtual, Meeting of the Parish Council held on 12th January 2021. Minutes were signed as a true and accurate record. LH/GA

793.0 **Matters arising or updates on items that do not require any decisions.**

- Pocket Park. Noted that the consultation has been carried out with 108 responses. Cllr Thomas has put the submission together for the grant application. Cllrs Anthony, Crease, Hart and Thomas and the Clerk have cleared the pond and steps at the Pocket Park.
- Barrier at Croft Way. Should be installed shortly delayed due to staffing issues.

794.0 **GENERAL MATTERS**

794.1 Maintenance Man. Council agreed that Mr Wilshire would take the position for doing jobs, as directed by the Council, around the village. This will include, refurbishing/staining the seats, refurbish all noticeboards, general playground maintenance, refurbishing the village gateway boxes, remove ivy roots from trees as per the recent inspection report, Pocket Park maintenance and all other maintenance as and when required. Clerk

Resolved: Charging £10 per hour for a minimum of 20 hours per month. To invoice the Council monthly. Any equipment/sundries used in the work to also be charged but agreed with the Clerk prior to purchasing. LH/NA

794.2 Defibrillator. Clerk

Resolved: To purchase two new pads £79 each, plus VAT. NA/FT

794.3 Consultation Health & Wellbeing: Noted, no comments from the Parish Council

794.4 Staff Appraisals: Noted that these have been carried out by the Chairman.

794.5 Changing rooms/Car park Update: Confirmed that planning has been approved although there are some conditions attached to this, a new fence against the house fence, the entrance widened and no opening windows on the back side of the building.

794.6 Weedon News: Agreed not to undertake this edition as there is nothing essential been submitted, just general information. Will put out the edition at the end of March.

794.7 Offer of Japanese Flowering Cherry trees. Noted. Council only own small verges so nowhere suitable to place these.

795.0 **INFRASTRUCTURE GROUP**

795.1 Removal of trees behind changing rooms Clerk

Resolved: To remove the conifer and pine trees behind the changing rooms which are too large for the space and need regular maintenance, and also to enable space for the new changing rooms. The Silver Birch will remain. Cost £1440. TC/KC

796.0 **OPEN SPACES PLAY AND RECREATION**

796.1 Play area inspections: Report carried out by Cllr Thomas. All sites ok at present. The swings at Jubilee Field will be looked at again to see whether they need lifting up a bit.

797.0 **CEMETERY & ALLOTMENTS**

797.1 Cemetery, Lychgate/Grave Diggers hut: Following a recent survey on the Lychgate, some issues were identified which require work. This work has been costed and quotes considered. Cllr Hart

Resolved: To instruct T Smith Builders to undertake the work to the Lychgate and Hut, cost £6,030. LH/JM

798.0 PLANNING

- 798.1 Consultation: SNC Housing Supplementary Planning Document. Noted, no comments from the Council.
- 798.2 Stowe Hill Site. Council to respond with a stronger letter.

799.0 FINANCE & GENERAL PURPOSE

- 799.1 To report the financial figures for January 2021, including income. There were no comments received. Income. Nothing received

Total amount in Bank accounts as at 31st January 2021

Unity – current account	£ 26,703.69
Lloyds – current account	£ 65,810.75
HSBC – savings	<u>£ 20,805.88</u>
Total	£113,320.32 of which £28,343.16 is earmarked

- 799.2 To approve invoices for payment:
The following invoices were approved and cheques signed. Proposed Cllr Hart, seconded Cllr Crease.

To whom paid	Reason	Amount
S Massingham	Salary	442.50
M Davies	Salary	300.90
S Halkett	Salary	1,477.64
HMRC	PAYE	422.62
Local Government Pension Scheme	Pension payment	578.15
S Halkett	Office rent £37.50, bus shelter board equip £8.95	46.45
Eon	Street light electricity	167.23
Pure Clean	Bus shelter cleaning	36.00
BT	Telephone/broadband	172.74
Walker Associates	Architect work for Lychgate	550.00
R Pepper	Street light electricity (12 months)	55.78
N Dilks	Clear site/make two plots Church Street allotments	1455.00
Yates Landscapes	Maintenance contract work	852.00
		6,557.01

Invoices received after agenda published – agreed to pay

To whom paid	Reason	Amount
RJ Graves	Tree work in cemetery	582.00
	Sub total	582.00
	Monthly total	7139.01

800.0 CORRESPONDENCE RECEIVED

- | | |
|----------------------------|---|
| 1 Resident | Defibrillator pad request. 794.2 |
| 2 NCC | Consultation Health & Wellbeing Pharmaceutical Needs. 794.3 |
| 3 C Heaton-Harris | Offer of Sakura cherry trees. 794.7 |
| 4 Contractor | Quote for removal of trees. 795.1 |
| 5 SNC | SNC Housing SPD. 798.1 |
| 6 DDC/Cllr Brown/ resident | Stowe Hill site correspondence. 798.2 |
| 7 Resident | Bins in South Street. |
| 8 DDC | Planning consent for changing rooms/car park extension. 794.5 |
- NCALC Updates

CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

- Gas Works: Notification that gas main replacement work will take place from Feb 8 till April in New Croft. Company have been informed that it is a bus route and main vaccination centre for the area. They confirmed that no road closures will take place but there may be some disruption to traffic on some days. To go on social media
- Resident: Request for Councillors to head up educational system for youth in parish. Responded - Not Parish Council remit no finances, manpower or expertise to organise any educational group would take considerable expertise in the educational field, as well sorting all the legal implications it is likely to bring up. Passed onto WB Primary headteacher who is in contact with the lady

ITEMS FOR INCLUSION ON NEXT AGENDA.

Annual Parish Meeting (26th May) likely to be scheduled for Zoom. Speakers required.

New Policies/Risk Assessments

Elections

DATE OF NEXT MEETINGS: 2nd March, 6th April

Meeting closed at 7.45 pm

Weedon Bec Parish Council: Financial 2020/21

Jan-21				
Receipts		Monthly payments		Total receipts
		Dec	Jan	
Precept				128,805.00
CIL				2,619.90
Bank Interest		0.18		8.08
Grants				0.00
VAT refund				17,342.89
Newsletter				0.00
Wayleave				8.45
Grass Cutting		1,001.90		1,001.90
Cemetery fees				2,362.50
Allotment rents				1,307.60
Other		1,510.90		31,910.48
Total		2,512.98	0.00	185,366.80

Capital spend only
185,366.80

Payments	Annual Budget	Monthly payments		Total payments
		Dec	Jan	
F&GP				
Clerk's Salary incl tax/NI/pension	22,300.00	1,853.04	1,853.04	18,530.40
Clerk Office Rent	450.00	37.50	37.50	375.00
Litter Picker Salary	8,500.00	752.25	743.40	7,177.35
Employer's Nat Insurance contributions	2,000.00	154.70	154.70	1,546.83
Employers Pension Contribution*	4,000.00	470.67	470.67	4,706.71
Chairman Allowance	200.00			200.00
Subscriptions	1,500.00	297.00		1,272.47
Insurance	950.00			1,048.76
Stationery	500.00			53.88
Telephone	550.00		172.74	701.51
Audit	1,000.00			745.00
Bank charges	125.00	27.00		79.95
Section 137	0.00			0.00
Grants*	1,000.00			800.00
Elections*	0.00			0.00
Training*	350.00			25.00
Meetings - rent	400.00			0.00
Computer/hardware/website/online accounts/meetings*	800.00			444.92
Legal advice*	0.00			0.00
contingency	500.00	7.80		86.56

Village Fete*	500.00			0.00
Handyman/Misc Maintenance *	1,500.00			0.00
PWLB (loan)*	10,365.00	5,182.46		10,364.92
Total Finance & General Purpose	57,490.00	8,782.42	3,432.05	48,159.26
MEDIA				
Newsletter*	1,800.00	15.00		845.00
Publicity leaflets/Walks booklets*	0.00			0.00
Annual Parish Report*	400.00			383.00
Survey monkey (online questionnaire)	400.00			384.00
Contingency	200.00			0.00
Anniversary commemorations	0.00			0.00
Total Media	2,800.00	15.00	0.00	1,612.00
INFRASTRUCTURE				
Street light - supply/maintenance *	8,500.00	154.13	215.05	5,981.68
Street light loan repayment *	8,000.00			0.00
Tree maint (incl C&A budget)*	2,000.00	1,115.00	485.00	2,700.00
New Bins/seats/signs/boards	500.00	261.90		311.90
Highways general maintenance Ver	1,500.00			1,500.00
Bus Shelters new and maintenance	500.00	36.00	44.95	404.95
Contingency	400.00	180.00		241.49
Total Infrastructure	21,400.00	1,747.03	745.00	11,140.02
Street lighting replacement (Reserves)	0.00			70,298.18
OSPR				
Grass Cutting Verges	8,800.00			6,615.00
Grass Cutting Playing fields	5,000.00			3,455.00
Maintenance PF	400.00			200.00
Maintenance Contract (Verges/Highways)	4,600.00		190.00	4,480.00
Maintenance Contract (playing fields)	1,600.00		360.00	1,245.00
Inspections	150.00	297.00		774.00
Jubilee Field car park re-development	4,500.00			1,531.20
Play equipment maintenance*	2,000.00			0.00
Croft Way barrier* (money in reserves)	0.00			0.00
Rent	700.00			700.00
contingency	200.00	1,200.00		1,332.00
Pitch maintenance (SE conditions)*	2,000.00			2,716.00
Playing field development*	10,000.00			0.00
Total Open Spaces	39,950.00	1,497.00	550.00	23,048.20
CEMETERY				
Hedge Cutting	160.00			160.00
Grass Cutting	5,720.00			5,274.24
Maintenance	2,100.00			1,113.50
Contingency	200.00			68.70
Drainage*	250.00			0.00
Tree work *	500.00			600.00
Mower/Equipment incl maintenance*	400.00			421.44
Total Cemetery	9,330.00	0.00	0.00	7,637.88
Extra work, gatehouse/insurance	0.00	550.00	550.00	3,544.00
ALLOTMENTS				
Maintenance contract	1,120.00		160.00	1,120.00

Rent	15.00			0.00
Contingency	200.00	42.00		312.23
Improvement works*	500.00		1,455.00	1,455.00
Total Allotments	1,835.00	42.00	1,615.00	2,887.23
Total budget	132,805.00			
	Net	12,633.45	6,892.05	168,326.77
	VAT	626.89	246.96	18,707.12
	Gross	13,260.34	7,139.01	187,033.89

Estimated monthly budget	12,704.95	6,462.45	113,933.83
Actual spend net	12,633.45	6,407.05	168,102.25
Variance	71.50	55.40	-54,168.42

Earmarked funds as at 1st April 2020	
F&GP	
Elections	3,967.00
Handyman	4,150.00
Legal advice	1,000.00
Computer hardware/printers/website	376.00
Employer Pension Pot	3,311.00
Grants	50.00
Media	
Newsletter	686.00
Publicity leaflets/Walks Booklets	599.00
Information boards	1,121.00
Infrastructure Group	
Tree surgery	3,785.00
Street lighting	0.00
Cemetery & Allotments	
Mower equip/maint	136.61
Trees	523.70
Drainage	1,750.00
Allotment improvement works	955.00
Open Spaces	
Redevelopment of play areas	2,440.00
Pocket park	595.90
Volunteer Groups	100.00
Pitch maintenance	1,296.95
Croft Way barrier	1,500.00
TOTAL	28,343.16

BALANCES	
Lloyds Bank	65,810.75
HSBC	20,805.88
Unity Trust	26,703.69
TOTAL	113,320.32