

CHIPPENHAM PARISH COUNCIL

Minutes of an Ordinary Meeting held via videoconferencing on
Monday 8th March 2021 7pm

Present:

Parish Councillors: NB, IH, PF, FM, SR NW MG – clerk was only present for part of the meeting. Meeting recorded for minuting purposes.

Other councillors: JH for items 125 and 127

Members of public: 0

Minute		Action
20-21/121	Apologies for absence None	
20-21/122	Declaration of Interest NW - item 127 i. has been approached by Sunnica IH – Planning 127 iii	
20-21/123	Minutes of the last meeting Previously circulated minutes from the last meeting were approved by the council and signed on behalf of the Chair by the clerk due to this being a virtual meeting.	
20-21/124	Public Participation None	
20-21/125	District Council Report JH reported that ECDC are freezing council tax for next year and has a balanced budget for next two years.	
20-21/126	County Council Report No report	
20-21/127	Planning i. Sunnica – survey Paper and online surveys have been published/distributed. The survey will close at the end of month. NW – Sunnica are meeting with planning officers as part of the pre-planning process. JH – spoke of the need to get the land classification reassessed. It was noted that the Isleham land wasn't part of the original application. Contributions to a Fighting Fund will be discussed at the Sunnica Alliance meeting. ii. Rosewood Stud – extend opening hours 21/00146/VAR A question was raised about the new steel building which has appeared. The clerk will ask ECDC planning about this matter. No objections iii. Manor Farm Stud – variation of conditions 21/00258/VAR – no objections.	
20-21/128	Play areas i. U 12's Play area lease See Clerk's report. ii. Click clack bridge repair – will be carried out after the annual inspection iii. Annual inspection – see Clerk's report.	
20-21/129	Highway Matters i. Speed Sign – conversion to solar Both posts have now been installed. The one by the School House has been placed incorrectly. NB has asked Highways to move the post as the solar panel at this location will be obscured by a tree. The solar sign has been moved to the new post by the village hall. Policy – NB has written a policy and risk assessment for moving the signs and recharging batteries. It has been circulated to the council for approval.	

	<p>ii. LHI Panel Meeting NB attended the LHI Panel Meeting. A summary has been circulated by NB.</p>	
20-21/130	<p>Village Matters</p> <p>i. Risk Assessment Mud on the road – PF shared photos with the meeting. The clerk will contact the farm manager with evidence and ask for the damage to be repaired.</p> <p>ii. Recent Criminal Activity Nothing to report.</p> <p>iii. Dog bin New bin has been installed near the football area. MG has offered to empty it. NB has a new sign to put up in the village.</p> <p>iv. Grass cutting contract See Clerk's report</p> <p>v. Litter picking The council agreed to fund the equipment to aid litter picking in the village. A policy and risk assessment will accompany the loan of any equipment.</p>	
20-21/131	<p>Correspondence and Financial Matters</p> <p>i. Policies</p> <ol style="list-style-type: none"> 1. Model Financial Regulations Policy – see Clerk's report 2. Social Media Policy – FM will review and give feedback to SR 3. Anti Bullying and Harassment Policy SR has written an Anti Bullying and Harassment policy which is based on CAPALC templates. The council reviewed and adopted the policy. 4. Lone Workers Policy SR has written a Lone Workers policy which is based on CAPALC templates. The council reviewed and adopted the policy. 5. Standing Orders – see Clerk's report 6. Model Publication Scheme – see Clerk's report <p>ii. New Councillor Induction Plan – see Clerk's report</p> <p>iii. Finance Committee</p> <ol style="list-style-type: none"> 1. Risk Register – see Clerk's report <p>iv. Training CILCA - SR had previously circulated a proposal to provide CILCA training for the clerk, together with SLCC membership and purchase of the Charles Arnold Baker – Local Council Administration book. The council discussed and approved the cost of the course (£810) along with payment to the clerk for study time @ two hours per week for the duration of the course. SR will compose a Training Agreement for the clerk which will compensate the council if the clerk were to leave employment (by her choice) within 3 years of starting the course.</p> <p>v. Palace Lane properties The plumber has fixed the WC at 10 PL and fixed the leaking boiler at 8 PL. The tenant at 8 PL has installed an electric cooker without permission of the council. This invalidates the electrical inspection carried out in August 2020. The clerk has sought a quote from the letting agent for this connection to be re-inspected. The quote is £45 + VAT. This cost will be passed on to the tenant.</p> <p>vii. April Meeting – date change The council agreed to move the date by one week to 19th April because of the annual leave.</p> <p>iv. Payments for authorisation £307.28 - CAPALC annual affiliation fee £15.44 - Refresh cartridges - printer cartridges - paid by SH £7.98 - Printpond - survey printing - paid by SH £390.00 - Greenwood - hedge pruning - half to be paid by Mark Bush</p>	

	<p>£24.00 - Online Survey - one month's subscription - paid by SH</p> <p>£116.16 - Glasdon - dog bin</p> <p>£72.60 - EBAC - fix broken toilet handle at 10 PL - Actual payment is £12.60 as account has credit due to double payment of previous invoice</p> <p>£5.10 - S Hughes, stationery</p> <p>£14.99 - dog bin bags - paid by Nick B</p> <p>£63.00 – EBAC – fix oil leak at 8 PL</p>	
20-21/132	<p>Items for the next agenda</p> <p>Allowances</p>	

FINANCIAL STATEMENT

PAYMENTS

Cheques

Electronic Payments

£307.28 - CAPALC annual affiliation fee

£15.44 - Refresh cartridges - printer cartridges - paid by SH

£7.98 - Printpond - survey printing - paid by SH

£390.00 - Greenwood - hedge pruning - half to be paid by Mark Bush

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£116.16 - Glasdon - dog bin

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£5.10 - S Hughes, stationery

£14.99 - dog bin bags - paid by Nick B

£63.00 – EBAC – fix oil leak at 8 PL

Standing Orders and Direct Debits

Feb 20 £40.00 S Desborough – cleaning – final payment

Feb 20 £130.00 KP Services – play area maintenance

1/2/21 £27.37 NEST

Acacia Management Fees

05/2 £46.80 10 Palace Lane

05/2 £44.40 8 Palace Lane

RECEIPTS

Bank interest

Feb 21 Lloyds Bank 24p

Other

- Precept

Palace Lane – monthly receipt

Feb 20 £540 + £200 8 Palace Lane

Feb 20 £780 10 Palace Lane

Bank Transfers

CIL Expenditure