

LOWICK & SLIPTON PARISH COUNCIL

Minutes of the Meeting held on Tuesday 24th March 2020 at 7.00pm via ZOOM

Present: Councillors G Britton (Chair), P Anstee, W Childs, G Edwards,

In attendance: Mrs N Phillips (Clerk), 4 x member of public

20.03/143	To receive and approve apologies for absence Cllr Lewis																														
20.03/144	Public participation session Slipton residents made representation concerning the recent planning application for a dwelling in the garden of the Samuel Pepys public house.																														
20.03/145	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. No declarations received.																														
20.03/146	To receive and approve for signature the minutes of the meeting held on Wednesday 3rd December 2019 Resolved: Approved – to be signed at a later date																														
20.03/147	To note any matters arising from the minutes not included on this agenda for report only No matters arising																														
20.03/148	To note that the meeting on February 19th 2020 was declared inquorate. Resolved: Due to insufficient numbers this meeting was declared inquorate and closed																														
20.03/149	In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place. Resolved: All in agreement																														
20.03/150	To receive and approve the Balance of Accounts/Bank Reconciliation Resolved: Approved – documents to be signed at a later date																														
20.03/151	To examine and approve the Bank Statements Resolved: Approved – documents to be signed at a later date																														
20.03/152	To approve and authorise payment of the following invoices <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Cheque</th> <th style="width: 15%;">Payee</th> <th style="width: 30%;">Item</th> <th style="width: 15%;">Amount</th> <th style="width: 30%;">Power to Pay</th> </tr> </thead> <tbody> <tr> <td>100438*</td> <td>BHF</td> <td>Defibrillator</td> <td>£600.00</td> <td>LGA 1972 s 137</td> </tr> <tr> <td>100439*</td> <td>NCALC</td> <td>Internal Audit Fee</td> <td>£176.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100440*</td> <td>NACRE</td> <td>Membership</td> <td>£50.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100441*</td> <td>G Britton</td> <td>Domain name renewal</td> <td>£23.98</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100442*</td> <td>Eon</td> <td>Slipton streetlight repair</td> <td>£73.80</td> <td>Highways</td> </tr> </tbody> </table>	Cheque	Payee	Item	Amount	Power to Pay	100438*	BHF	Defibrillator	£600.00	LGA 1972 s 137	100439*	NCALC	Internal Audit Fee	£176.00	LGA 1972 s 112	100440*	NACRE	Membership	£50.00	LGA 1972 s 112	100441*	G Britton	Domain name renewal	£23.98	LGA 1972 s 112	100442*	Eon	Slipton streetlight repair	£73.80	Highways
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	100443*	G Britton	Website renewal	£71.86	LGA 1972 s 112
	100444*	N A Phillips	Dec/Jan expenses	£71.74	LGA 1972 s 112
	100445*	N A Phillips	Feb salary (pre-authorized)	£121.92	LGA 1972 S111
	100446*	N A Phillips	Mar salary (pre-authorized)	£121.92	LGA 1972 S111
	100447*	N A Phillips	Feb expenses	£26.64	LGA 1972 S112
	100448*	N A Phillips	Additional hours worked (10)	£101.60	LGA 1972 S111
	100449*	CHBT	Defib cabinet and installation.	£858.00	LGA 1972 S137
	100450	N A Phillips	Mar expenses to date	£26.64	LGA 1972 S112
	100451	NCALC	Election training	£44.00	
	100452	N A Phillips	April Salary (pre-authorized)	£121.92	LGA 1972 S111
	<p>Resolved: Cheques* signed prior to meeting to allow necessary payments to be made. All other cheques to be signed as soon as possible – Clerk to post to Cllr Britton for countersigning and forwarding on.</p>				
20.03/153	<p>To note current credit balance with SSE</p> <p>Currently in credit of £341.58</p>				
20.03/154	<p>To review the budget for the year ending 31st March 2020 and to resolve what action if any to be taken</p> <p>Resolved: Overall expenditure will come in under budget due in part to the second instalment of the Salix loan not falling due until after the start of the new financial year. Clerk to vire excess money from Salix loan to cover shortfalls in other areas.</p>				
20.03/155	<p>To note excess hours worked by Clerk and to resolve what action to be taken</p> <p>Resolved: To pay 10 of the additional hours now and to do the same at each meeting until level of excess hours is down to a more manageable amount. To increase the Clerk's hours from 12 to 15 per month which is a more accurate representation of the work that is needed.</p>				
20.03/156	<p>To note the findings of the Internal Finance Control checks</p> <p>Resolved: Cllr Edwards carried out an examination of transactions 003, 018, 033 and found all to be in order apart from a possible underpayment to the Clerk on transaction 033. No further action needed.</p>				
20.03/157	<p>To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by East Northamptonshire Council and available on its website between the circulation of this agenda and the meeting.</p> <p>20/00161/FUL - Proposal : Construction of detached 4-bed dwelling with new access at The Samuel Pepys, Slipton Lane Slipton NN14 3AS</p> <p>20/00337/FUL - 1 -3 Sudboro Rd Slipton 20/00338/LBC - 1 -3 Sudboro Rd Slipton</p> <p>Resolved: Cllrs took into account the concerns of Slipton residents and objected to application 00161 on the grounds of ACV being in place, the loss of grounds would impact the viability of the pub, parking issues, and potential impact of neighbouring property. No objections raised to 00337. Clerk to respond to ENC on both applications accordingly.</p>				
20.03/158	<p>To note response by L&SPC to planning applications received between meetings:</p> <p>20/00126/VAR - Variation of Condition 2 (Approved Plans) to allow amended drawings and Condition 3 (Materials to match) to change materials pursuant to application 17/02177/FUL - Two-storey Side and Rear Extensions, Single-storey rear extension and conversion of habitable room to integral garage. at Rose Cottage 1 - 2</p>				

	<p>Main Street Slipton NN14 3AS</p> <p>No comments made.</p>
20.03/159	<p>To note planning decisions made by ENC</p> <p>19/01242/FUL - Erect log cabin structure to the front of property at 15 Main Street Lowick – permitted</p> <p>19/01660/TCA - Fell: Willow tree; Leylandi; Silver birch; Unknown species; Boundary hedge with 13 Drayton Road; Diseased apple tree 9 Drayton Road Lowick - permitted</p> <p>19/01645/FUL + 01648/LBC - Reinstatement terrace of cottages following fire internal alterations to layout and extension to rear at 1 - 3 Sudborough Road Slipton - withdrawn</p> <p>19/01271/FUL - Proposal : Conversion of existing public house to residential and construction of five new residential dwellings at The Samuel Pepys, Slipton Lane Slipton – refused.</p>
20.03/160	<p>To receive an update on the Pocket Park and to resolve how to fund essential work.</p> <p>The Clerk gave an update on the current situation</p> <p>Resolved: Clerk to contact Leicestershire Gardens re mowing, Cllr Britton to contact ARB fencing to replace storm damaged fence, Clerk to check that money has been received from insurers for replacement fencing. Cllr Edwards to work with estate tree surgeons to obtain quote for work to remove dead wood/felling of lime tree. Cllr Edwards to arrange for pressure washing of matting and other slippery surfaces. Due to the park being closed and the restrictions on outdoors activities those Cllrs who pass the play area are requested to report any damage or other issues. Clerk to write to Drayton archivist, as suggested by NCALC solicitors, to thank him for keeping the old minute books safe and to request he notifies L&SPC when he has handed them over to the County Archive. Clerk to continue to seek advice from ACRE re legal situation of the land and transferring the park to a trust or charity as required.</p>
20.03/161	<p>To review progress on the installation of the defibrillators and to resolve what action to be taken.</p> <p>Cllr Britton as obtained a grant of £2000 from the Market Harborough Building Society (MHBS) towards the cost of the second defibrillator, installation and refurbishment of both phone boxes. The installation of the cabinet to the Slipton box is due to take place in early April subject to COVID-19 restrictions in place at that time.</p> <p>Resolved: Cllr Britton to continue to liaise with MHBS re grant.</p>
20.03/162	<p>To discuss CPR training and nominate an individual to make arrangements for training to take place.</p> <p>Resolved: Cllr Britton to investigate methods of online training as no face to face training can take place at this time.</p>
20.03/163	<p>To receive an update on the flood resilience project and to resolve what action if any to be taken</p> <p>Cllr Britton has continued to work on this project and is currently liaising with NCC and the Environment Agency to attempt to reduce problems at Mill Lane Lowick</p> <p>Resolved: Cllr Britton to continue working on this project</p>

20.03/164	To approve and adopt the Equal Opportunities Policy Resolved: Approved and adopted
20.03/165	To approve and adopt the Complaints Policy Resolved: Approved and adopted
20.03/166	To approve and adopt the Councillor Co-option Criteria Resolved: Approved and adopted
20.03/167	To discuss and formulate a reply to the ENC Housing Extension consultation document. Resolved: No submission made as deadline has passed.
20.03/168	Correspondence: Volunteer Action (VA)– request to attend Annual Parish meeting to share information on work Funding Opportunities – grants for road safety from PFCC Office Police Surgeries – dates surgery is due to visit villages. Resolved: Clerk to extend invitation to VA although with COVID-19 restrictions likely to still be in place it may not be possible to invite members of the public to this meeting. Clerk to research grant opportunities in relation to traffic calming measures. Police surgery dates noted, posters up but COVID–19 may mean the surgery dates are cancelled.
20.03/169	To set the date and format of the Annual Parish Meeting Resolved: 7.00pm May 20 th to be followed by the Annual Parish Council Meeting. A back up date of June 17 th also set in case COVID – 19 prevents first date going ahead, this is provisional on the timeframe for the APM being extended.
20.03/170	To confirm the date of the next meeting as 20th May 2020 Resolved: To follow the APM on either May 20 th or June 17 th depending on the legal time frame for such a meeting to be held
20.03/171	To close the meeting The meeting closed at 8.45 pm

Signed:

Dated: