

LOWICK & SLIPTON PARISH COUNCIL

Minutes of the Meeting held on Wednesday 21st July 2021 at 7.00pm at The Germain Rooms Lowick

Present: Councillors W Childs (Chair), S Gardner, A Fenton, D Chipchase, L Blow, D Campden, P Anstee

In attendance: Mrs N Phillips (Clerk) , NNC Cllr G Shacklock, 2 x members of public

21.07/395	To receive and approve apologies for absence NNC Cllrs W & D Brackenbury unable to attend
21.07/396	Public participation session Members of the public made representation re The Samuel Pepys, on behalf of The Friends of The Pepys asking the Parish Council to assist with triggering the 6 month moratorium on selling the premises. Resolved: Parish Council to assist as requested.
	Members of the public then left the meeting
21.07/397	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. No declarations received.
21.07/398	To receive and approve for signature the minutes of the meeting held on Wednesday 19th May 2021 Resolved: Approved and signed by the Chair
21.07/399	To note any matters arising from the minutes not included on this agenda for report only None
21.07/400	To receive and approve for signature the minutes of the meeting held on Wednesday 8th July 2021 Resolved: Approved and signed by the Chair
21.07/401	To note any matters arising from the minutes not included on this agenda for report only None
21.07/402	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
21/07/403	To appoint a Flood Warden, and Joint Action Group representative Resolved: Clerk to seek further information on the role of the Flood Warden. Clerk to attend JAG meetings when possible.

21/07/404	<p>To receive and approve the Balance of Accounts/Bank Reconciliation</p> <p>Resolved: The balance of accounts and the bank reconciliation were approved and signed by Cllr Childs</p>																																													
21/07/405	<p>To examine and approve the Bank Statements</p> <p>Bank balance stands at £15151.59 and includes £3167.63 Pocket Park funds.</p> <p>Resolved: Bank statements approved and signed by Cllr Childs</p>																																													
21.07/406	<p>To approve and authorise payment of the following invoices</p> <table border="1" data-bbox="300 501 1493 837"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Item</th> <th>Amount</th> <th>Power to Pay</th> </tr> </thead> <tbody> <tr> <td>100505</td> <td>N A Phillips</td> <td>July salary</td> <td>£176.40</td> <td>LGA 1972 s112</td> </tr> <tr> <td>100506</td> <td>N A Phillips</td> <td>May expenses</td> <td>£30.24</td> <td>LGA 1972 s111</td> </tr> <tr> <td>100507</td> <td>S Gardner</td> <td>Reimbursement Pocket Park padlock</td> <td>£23.91</td> <td>LGA 1972 s124</td> </tr> <tr> <td>100506</td> <td>N A Phillips</td> <td>June expenses</td> <td>£8.81</td> <td>LGA 1972 s111</td> </tr> <tr> <td>100508</td> <td>N A Phillips</td> <td>August salary</td> <td>£176.40</td> <td>LGA 1972 s112</td> </tr> <tr> <td>100509</td> <td>Wicksteed</td> <td>Annual inspection Pocket Park</td> <td>£72.00</td> <td>LGA 1972 s124</td> </tr> <tr> <td>DD2</td> <td>ICO</td> <td>Data Protection registration</td> <td>£35.00</td> <td>LGA 1972 s111</td> </tr> <tr> <td>100510</td> <td>NCALC</td> <td>Training (LB)</td> <td>£44.00</td> <td>LGA 1972 s111</td> </tr> </tbody> </table> <p>Resolved: All payments authorised</p>	Cheque	Payee	Item	Amount	Power to Pay	100505	N A Phillips	July salary	£176.40	LGA 1972 s112	100506	N A Phillips	May expenses	£30.24	LGA 1972 s111	100507	S Gardner	Reimbursement Pocket Park padlock	£23.91	LGA 1972 s124	100506	N A Phillips	June expenses	£8.81	LGA 1972 s111	100508	N A Phillips	August salary	£176.40	LGA 1972 s112	100509	Wicksteed	Annual inspection Pocket Park	£72.00	LGA 1972 s124	DD2	ICO	Data Protection registration	£35.00	LGA 1972 s111	100510	NCALC	Training (LB)	£44.00	LGA 1972 s111
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21.07/407	<p>To review the budget for the current year and make any adjustments necessary</p> <p>Resolved: No action needed – to be reviewed in November</p>																																													
21.07/408	<p>To note excess hours worked by the Clerk to date this year</p> <p>Resolved: 8 hours worked in excess of those contracted for – to review at September meeting</p>																																													
21.07/409	<p>To resolve to increase the Clerk’s hours to more accurately reflect the current work load.</p> <p>Resolved: To increase to 20 per month to cover excess hours work and to pay for those hours still owed from previous year (see item 21.07/410).</p>																																													
21.07/410	<p>To resolve how to pay the Clerk for excess hours worked in previous years</p> <p>Resolved: To increase to contracted hours to 20 per month to pay for those hours still owed from previous year and to cover any excess hours worked in the current year (see item 21.07/409).</p>																																													
21.07/411	<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>Resolved: None received – no action needed</p>																																													
21.07/412	<p>To note planning decisions made by ENC</p> <p>None received</p>																																													
21.07/413	<p>To receive an update on the request to NNC to serve a s215 notice on The Samuel Pepys Slipton</p> <p>NNC emailed twice band receipt acknowledged though no other action taken.</p> <p>Resolved: Clerk to again contact NNC and request s215 notice be served. Cllr Fenton to provide photos of overgrown footway for the Clerk to forward to NNC via Street Doctor as previous request for obstruction to be removed has not as yet been actioned by NNC.</p>																																													

21.07/414	<p>To note the results of the annual inspection of the Pocket Park equipment</p> <p>Inspection carried out by Wicksteed Leisure with no immediate action needed although more minor works need to be carried out on some items . .</p>
21.07/415	<p>To note that the weekly safety checks of the Pocket Park equipment are carried out</p> <p>Weekly safety checks have been carried out by Cllr Chipchase.</p>
21.07/416	<p>To discuss the CPR training and nominate an individual to make any necessary arrangements.</p> <p>Resolved: Although Covid restrictions have been lifted it was decided to leave any decision on training until the September meeting due to the high levels of Covid infection locally. Cllr Gardner reported that a resident with experience of administering CPR has indicated their willingness to help with the training.</p>
21.07/417	<p>To note the weekly checks of the defibrillators are carried out</p> <p>Resolved: Cllrs Fenton & Blow carrying out checks and logging them with WEBNOS. Slipton defibrillator repaired and returned – loan equipment sent back to CHBT. Clerk to check WEBNOS details and speak to CHBT if any information is incorrect</p>
21.07/418	<p>To note work carried out to assets and to plan future remedial work to same</p> <p>Resolved: Clerk to follow up on earlier request for County Highways to review the status of the Slipton Lane grit bin in regards to taking it back into the county gritting schedule.</p>
21.07/419	<p>To receive an update on finding a location to situate a filing cabinet to be used to archive Parish Council documents.</p> <p>Resolved: Clerk to approach The Germain Rooms to see if there might be a suitable location to site a filing cabinet.</p>
21.07/420	<p>To review the draft newsletter with a view to printing and distributing to all households</p> <p>Resolved: Clerk to obtain quote for printing – draft to be circulated and viewed with any alterations to be made before printing and distribution</p>
21.07/421	<p>To confirm the date of the next meeting as 15th September 2021</p> <p>Resolved: meeting confirmed as September 15th 2021</p>
21.07/422	<p>To close the meeting</p> <p>The meeting closed at 20.05pm</p>

Signed:

Dated: