

# LILFORD CUM WIGSTHORPE THORPE ACHURCH PARISH COUNCIL

## Minutes of the Meeting held on Tuesday 08<sup>th</sup> September 2020 via ZOOM at 8.00pm

**Present:** Councillors J Clarke (Chair), G Hopkinson (Vice Chair), T Wright, T Bird, S Moffat, M Healey

**In attendance:** Mrs N Phillips (Clerk), Ward Cllr G Shacklock, 6 x members of public

207.776	<p><b>To receive and approve apologies for absence</b></p> <p>None</p>
207.778	<p><b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b></p> <p>Declarations of interest in planning application 20/00594/FUL were received from Cllrs Clarke and Hopkinson. Cllr Clarke proposed that this item be moved up the agenda to allow discussion to take place and those who were present for just that item to leave the meeting afterwards. Cllrs Clarke and Hopkinson therefore left the meeting while discussion and resolution took place. Cllr Moffat to stand in as Chair for this part of the meeting.</p>
207.777	<p><b>Public participation session</b></p> <p>Six members of the public addressed the PC to express their hopes and concerns re planning application 20/00594/FUL</p>
207.794 (part of)	<p><b>Cllrs Clarke and Hopkinson left the meeting having declared an interest in the following item. Cllr Moffat to chair meeting</b></p> <p>20/00594/FUL (Revised plan) Two storey side extension to incorporate double garage with room above; conversion of barn one into living accommodation, which will be linked to the main dwelling by the new single storey side extension; partial conversion of barn two into gym and garden store. Rectory Farm Main Street Achurch PE8 5SL</p> <p><b>Resolved:</b> Having examined the revised plans Cllrs feel that the changes made address most of the issues raised previously and therefore have no objections to this application. Clerk to inform ENC.</p> <p>Ward Councillor G. Shacklock informed the PC that he will be requesting that this planning application be called in, this is not at the request of LWTA PC.</p>
	<p><b>Members of the public left the meeting at this point and Cllrs Clarke and Hopkinson returned to the meeting. Cllr Clarke resumed chairing meeting.</b></p>
207.779	<p><b>To receive and approve for signature the minutes of the meeting held on Tuesday 14<sup>th</sup> July 2020</b></p> <p><b>Resolved:</b> That the Chair sign the Minutes as a true record of the meeting.</p>
207.780	<p><b>To note any matters arising from the minutes not included on this agenda for report only</b></p> <p>ENC Dog Warden has visited and erected signs at problem places at both Achurch and Wigsthorpe. Wigsthorpe parking issues raised at JAG meeting, Clerk to work with NCC on possible solutions. Aircraft nuisance reported to CAA and reply received, there appears to be no way to resolve this problem. New website now live.</p>
207.781	<p><b>To receive a report from County Councillor W Brackenbury</b></p> <p>No report</p>

207.782	<b>To receive a report from District Councillor G Shacklock</b> Possible sale of Titchmarsh Glebe land for development. No proposals have as yet been submitted for planning approval.																				
207.783	<b>To receive and approve the Balance of Accounts/Bank Reconciliation</b> <b>Resolved:</b> Balance of Accounts/Bank Reconciliation approved, to be signed as correct by the Chair at a later date																				
	<b>Due to an error in numbering there are no items 207.784 – 207.788</b>																				
207.789	<b>To examine and approve the Bank Statements</b> <b>Resolved:</b> Bank balance standing at £6772.23 at August 30 <sup>th</sup> 2020, to be signed as correct by the Chair at a later date																				
207.790	<b>To approve and authorise payment of the following invoices</b> <table border="1" data-bbox="268 645 1485 835"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Item</th> <th>Amount</th> <th>Power to Pay</th> </tr> </thead> <tbody> <tr> <td>100101</td> <td>N A Phillips</td> <td>July/August expenses/ZOOM</td> <td>£57.66</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100102</td> <td>N A Phillips</td> <td>September Salary + back pay (pre-authorised)</td> <td>£187.95</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100103</td> <td>N A Phillips</td> <td>October Salary (pre-authorised)</td> <td>£166.20</td> <td>LGA 1972 s 112</td> </tr> </tbody> </table> <p><b>Resolved:</b> all payments authorised. Cheques to be signed by the Chair and the Clerk outside of the meeting. Clerk advised the PC that the figures for her salary differed from those on the agenda as notification of cost of living rise came through after publication of the agenda.</p>	Cheque	Payee	Item	Amount	Power to Pay	100101	N A Phillips	July/August expenses/ZOOM	£57.66	LGA 1972 s 111	100102	N A Phillips	September Salary + back pay (pre-authorised)	£187.95	LGA 1972 s 112	100103	N A Phillips	October Salary (pre-authorised)	£166.20	LGA 1972 s 112
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207.791	<b>To review the budget for the year ending 31<sup>st</sup> March 2021 and to resolve what action if any to be taken.</b> <b>Resolved:</b> Slight overspend in one area – predicted to come in on budget overall																				
207.792	<b>To note the findings of the bi-monthly Internal Control Checks</b> <b>Resolved:</b> Checks carried out by Cllr Healey prior to meeting and all found to be in order.																				
207.793	<b>To note the findings of the Internal Finance Checks</b> <b>Resolved:</b> Checks carried out by Cllr Healey and all found to be in order.																				
207.794	<b>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.</b> 20/00838/FUL - Retrospective planning application to erect a detached garage/home office/games room to allow for the change of use to an ancillary dwelling/home office /outside store/games room at Lock House Pilton Road Lilford PE8 5SG <b>Resolved:</b> Cllrs understanding is that an ancillary dwelling should not contain provision for cooking or bathroom facilities and feel therefore that as the plans clearly show provision of these items as well as access doors to two separate apartments that this application is incorrectly described and therefore object to this application in its current form. Clerk to inform ENC																				
	<b>Cllr Shacklock then left the meeting</b>																				
207.795	<b>To note planning decisions made by ENC</b> 20/00771/FUL – Replacement of fire damaged roof structure at an increased height of 161mm and the replacement of roof covering material at The Hay Barn Lilford PE8 5SG – permitted with conditions																				
207.796	<b>To receive a report from the Clerk on Highways/Rights of Way and to resolve</b>																				

	<p><b>what action if any to be taken.</b></p> <p>Wigsthorpe road works problems have been rectified after being reported to NCC on behalf of residents, work to Lilford directional fingerpost has now been carried out by NCC.</p> <p><b>Resolved:</b> Cllr Moffat to check Lilford grit bin and arrange for refill if needed. Clerk to report overgrown signage to Wigsthorpe both from the A602 and the Clopton Road to NCC via StreetDoctor once photos received was Cllrs.</p>
207.797	<p><b>To receive an update from Lilford residents on progress to install a defibrillator, and to resolve what action if any to be taken.</b></p> <p>Delays caused by BHF grant scheme being suspended due to Covid-19</p> <p><b>Resolved:</b> £100 grant money from Ward Cllr Shacklock's members empowerment fund held in PC account to be forwarded on when equipment is ordered.</p>
207.798	<p><b>To receive an update on the proposal to carry out work on the church lych gate, and to resolve what action if any to be taken.</b></p> <p>Cllr Hopkinson to meet with ENC External Funding Officer to explore funding sources. Three quotes have been received all in the region of £1500. Cllr Hopkinson has submitted a grant application for part funding to the J &amp; B Bryant Fund, and there is the option of applying to Cllr Shacklock's Members Empowerment Fund. Local fund raising methods involving residents are also being explored.</p> <p><b>Resolved:</b> Cllr Hopkinson to continue working on this project.</p>
207.799	<p><b>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.</b></p> <p><b>Resolved:</b> All in agreement</p>
207.800	<p><b>To receive an update on the repairs to the Lilford noticeboard, and to review plan to carry out work to other Council assets.</b></p> <p>Noticeboard still under construction. Volunteers to be encouraged to help with maintenance work on other assets. Cllr Healey reported that she has received offers of help with the Wigsthorpe phone box once Covid-19 social distancing measures are removed. Cllr Bird will sort out works to the Thorpe village sign and Cllr Moffat to the Lilford bench.</p> <p><b>Resolved:</b> tasks to be undertaken as listed above.</p>
207.801	<p><b>To respond to the consultation document on the Government's proposed changes to the planning system</b></p> <p>To wait for further information from NCALC before participating in consultation.</p> <p><b>Resolved:</b> Clerk to pass any information on to Cllrs with an extraordinary meeting to be called if needed.</p>
207.802	<p><b>To receive a report from Cllr Clarke on Wadenhoe Recreational Hall, Management Committee, forthcoming election for members including residents to represent Achurch and Lilford cum Wigsthorpe on the Committee</b></p>

	<p>Cllr Clarke was invited to attend a meeting with representatives of Wadenhoe Village Hall and discovered that LWTA PC has no obligation to provide representation on the Management Committee with this duty lying with the Parochial Church Council (PCC), however Cllr Clarke encouraged any resident of Lilford, Wigsthorpe and Achurch who has an interest to attend a meeting on 16/09/2020 with a view to joining the committee.</p> <p><b>Resolved:</b> No other action needed.</p>
<b>207.803</b>	<p><b>Correspondence:</b></p> <p>1) Invitation from OTC to join Rural Workshop to ensure district does not lose it's voice once Unitary Authority is in place  2) Invitation to JAG meeting on October 7<sup>th</sup> – Locally identified issues to be submitted for consideration  3) Invitation to LGR Q+A session September 14<sup>th</sup>  4) Invitation to participate in Flood Awareness Initiative</p> <p><b>Resolved:</b> Clerk to reply to 1) expressing interest.  Cllr Hopkinson to attend item 2), Clerk to inform JAG of his attendance, Cllrs to give thought to what local priorities they might wish considering and advise the Clerk of them.  Clerk to attend item 3).  Clerk to reply in the negative to item 4)</p>
<b>207.804</b>	<p><b>To confirm the date of the next meeting as 10<sup>th</sup> November 2020</b></p> <p><b>Resolved:</b> Date confirmed with an 8.00pm start. Meeting to be held via ZOOM unless situation at time dictates otherwise</p>
<b>207.805</b>	<p><b>To close the meeting</b></p> <p>The meeting closed at 9.31pm</p>

Signed:

Dated: