

LILFORD CUM WIGSTHORPE THORPE ACHURCH PARISH COUNCIL

Minutes of the Meeting held on Tuesday 10th November 2020 via ZOOM at 8.00pm

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

In attendance: Mrs N Phillips (Clerk), Ward Cllr G Shacklock, County Cllr W Brackenbury
3 x members of public

209.815	To receive and approve apologies for absence Cllr G Hopkinson
209.817	Public participation session – moved to allow public to leave meeting at earliest convenience 3 members of the public addressed the PC to express their concerns on the restrictions to access to Waterville Lakes. Thanks given to the PC for their work in getting the Lilford fingerpost replaced, hopes expressed that in time the Wigsthorpe one could also be renovated.
209.835	To discuss the current situation concerning access to Waterville lakes, and to resolve what action if any to be taken – moved to allow public to leave meeting at earliest convenience Having listened to representation by members of the public and hearing background information provided it was resolved that in the first instance the PC should write to the land agent seeking clarification of the current situation and asking when it was expected that the stiles would be replaced and access reinstated. Resolved: Clerk to write to land agent as directed above.
	Members of the public left the meeting at 8.31pm
209.816	To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda. None
209.818	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
209.819	To receive and approve for signature the minutes of the meeting held on Tuesday 8th September 2020 Resolved: That the Chair sign the Minutes as a true record of the meeting.
209.820	To note any matters arising from the minutes not included on this agenda for report only None
209.821	To receive and approve for signature the minutes of the meeting held on

	Tuesday 13th October 2020																																																		
	Resolved: That the Chair sign the Minutes as a true record of the meeting.																																																		
209.822	To note any matters arising from the minutes not included on this agenda for report only None																																																		
209.823	To receive a report from County Councillor W Brackenbury Unitary authority developing with the Children's Trust being set up. NCC, ENC and the Shadow Unitary cabinet responded to the Planning White paper. Consultation in process on levelling out differences in Council Tax discounts across the North Northamptonshire Unitary Authority area.																																																		
209.824	To receive a report from District Councillor G Shacklock Cllr Brackenbury had covered the issues that Cllr Shacklock would have reported on.																																																		
209.825	To receive and approve the Balance of Accounts/Bank Reconciliation Resolved: Balance of Accounts/Bank Reconciliation approved, to be signed as correct by the Chair at a later date																																																		
209.826	To examine and approve the Bank Statements Resolved: Bank balance standing at £8531.37 at October 29 th 2020, to be signed as correct by the Chair at a later date																																																		
209.827	To resolve under section 137 of the Local Government Act 1972, to incur the following expenditure which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: 1 x poppy wreath at a cost of £25.00. Resolved: To purchase a poppy wreath.																																																		
209.828	To approve and authorise payment of the following invoices <table border="1" data-bbox="268 1205 1485 1653"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Item</th> <th>Amount</th> <th>Power to Pay</th> </tr> </thead> <tbody> <tr> <td>100104</td> <td>NCALC</td> <td>Flying Start training</td> <td>£44.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100105</td> <td>N A Phillips</td> <td>Reimbursement of ZOOM subs</td> <td>£14.39</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100105</td> <td>N A Phillips</td> <td>September expenses less £20 previous overpayment</td> <td>£3.65</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100106</td> <td>RBL</td> <td>Poppy wreath</td> <td>£25.00</td> <td>LGA 1972 s136</td> </tr> <tr> <td>100104</td> <td>NCALC</td> <td>Chairs training</td> <td>£44.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100105</td> <td>N A Phillips</td> <td>October expenses</td> <td>£13.64</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100107</td> <td>N A Phillips</td> <td>November Salary + 10 additional hrs worked</td> <td>£277.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100108</td> <td>N A Phillips</td> <td>December Salary</td> <td>£166.20</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100109</td> <td>N A Phillips</td> <td>Reimbursement of ZOOM subs</td> <td>£4.80</td> <td>LGA 1972 s 111</td> </tr> </tbody> </table> Resolved: all payments authorised. Cheques to be signed by the Chair and the Clerk outside of the meeting.	Cheque	Payee	Item	Amount	Power to Pay	100104	NCALC	Flying Start training	£44.00	LGA 1972 s 111	100105	N A Phillips	Reimbursement of ZOOM subs	£14.39	LGA 1972 s 111	100105	N A Phillips	September expenses less £20 previous overpayment	£3.65	LGA 1972 s 111	100106	RBL	Poppy wreath	£25.00	LGA 1972 s136	100104	NCALC	Chairs training	£44.00	LGA 1972 s 111	100105	N A Phillips	October expenses	£13.64	LGA 1972 s 111	100107	N A Phillips	November Salary + 10 additional hrs worked	£277.00	LGA 1972 s 112	100108	N A Phillips	December Salary	£166.20	LGA 1972 s 112	100109	N A Phillips	Reimbursement of ZOOM subs	£4.80	LGA 1972 s 111
Cheque	Payee	Item	Amount	Power to Pay																																															
100104	NCALC	Flying Start training	£44.00	LGA 1972 s 111																																															
100105	N A Phillips	Reimbursement of ZOOM subs	£14.39	LGA 1972 s 111																																															
100105	N A Phillips	September expenses less £20 previous overpayment	£3.65	LGA 1972 s 111																																															
100106	RBL	Poppy wreath	£25.00	LGA 1972 s136																																															
100104	NCALC	Chairs training	£44.00	LGA 1972 s 111																																															
100105	N A Phillips	October expenses	£13.64	LGA 1972 s 111																																															
100107	N A Phillips	November Salary + 10 additional hrs worked	£277.00	LGA 1972 s 112																																															
100108	N A Phillips	December Salary	£166.20	LGA 1972 s 112																																															
100109	N A Phillips	Reimbursement of ZOOM subs	£4.80	LGA 1972 s 111																																															
209.829	To note excess hours worked by the Clerk and to resolve how to reimburse for them Resolved: To pay for extra hours worked at the rate of 10 hours in November, January and March and to review any outstanding hours at the end of financial year.																																																		
209.830	To set the budget for the year 2021/2022 Resolved: Budget set at £5750.																																																		
209.831	To set the precept for the year 2021/2022 Resolved: Precept set at £4950 – Clerk to inform ENC.																																																		

209.832	<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>No applications received but notification from ENC that application 20/00594/FUL will be considered by the Planning Management Committee</p>
209.833	<p>To note planning decisions made by ENC</p> <p>20/01055/VAR Variation of condition 2 and 3 for re-positioning of the garage pursuant to 16/01982/FUL two storey side extension and erection of double garage Condition 2 – materials Condition 3 – plans at Wigsthorpe Farm Cottage Wigsthorpe PE8 5SE – permitted with conditions</p>
209.834	<p>To receive a report from the Clerk on Highways/Rights of Way, including access from A605 into Lilford by Wigsthorpe residents, and to resolve what action if any to be taken.</p> <p>A complaint to NCC from a Wigsthorpe resident that foot and cycle access has been blocked has been passed on to LWTAPC.</p> <p>Resolved: LWTAPC feels they can do very little in this situation other than write to the Land Agent asking if they can look into this matter. Clerk to write to Agent.</p>
Cllr Brackenbury and Cllr Shacklock left the meeting at 9.10pm	
209.836	<p>To receive an update from Lilford residents on progress to install a defibrillator, and to resolve what action if any to be taken.</p> <p>Defibrillator and CPR training kit received although training cannot take place at present due to Covid restrictions. Fund raising being planned to raise any additional funding needed to cover costs of purchase and installation of cabinet.</p> <p>Resolved: £100 grant money from Ward Cllr Shacklock's members empowerment fund held in PC account to be forwarded on when organiser in a position to place order for cabinet.</p>
209.837	<p>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.</p> <p>Cllr Hopkinson has informed the Clerk that funding appears now to be in place and work on deciding which supplier to use should be made in the next few weeks</p> <p>Resolved: Cllr Hopkinson to continue working on this project.</p>
209.838	<p>To resolve to apply to Ward Cllr Shacklock's Members Empowerment Fund for a grant towards painting the Achurch and Wigsthorpe BT kiosks</p> <p>Both kiosks in need of renovating, Clerk waiting for quotes.</p> <p>Resolved: To apply for £200 towards the cost of renovating the kiosks</p>
209.839	<p>To receive an update on the repairs to the Lilford noticeboard</p> <p>Noticeboard still under construction but should be completed by the end of the year.</p> <p>Resolved: Cllr Moffat to liaise with carpenter.</p>
209.840	<p>To review the plan to carry out work to Council assets.</p> <p>Little done to date because of the weather and Covid restrictions. Cllr Bird and a volunteer hope to carry out work to the Thorpe village sign as weather permits.</p> <p>Resolved: To be reviewed at later date.</p>
209.841	<p>To receive feedback from Cllr Hopkinson on the JAG meeting of October 7th 2020</p>

	In Cllr Hopkinson's absence the Clerk asked for suggestions for the 4 th quarter priority which was to tackle traffic related anti-social behaviour Resolved: Clerk to pass suggestions on to JAG.
209.842	To approve and adopt the Health & Safety Policy, and the Lone Working Policy. Resolved: Approved and adopted.
209.843	To approve and adopt the Staff Appraisal Policy, Expenses Policy, Sickness & Absence Policy, and the Grievance & Disciplinary Resolved: Approved and adopted.
209.844	To respond to the Council Tax Support Scheme consultation Resolved: Not to participate.
209.845	To receive feedback from the Clerk on the North Northants LGR Rural Focus Group, and to appoint a representative to attend the next meeting scheduled for Monday January 18th 2021 Early days yet but could become a useful mechanism for the rural voice to be heard. Resolved: Cllr Healey to attend next meeting
209.846	Correspondence: 1) Notification of exemption from audit status Resolved: Exemption from Audit noted
209.847	To confirm the date of the next meeting as 12th January 2021 Resolved: Date confirmed with an 8.00pm start. Meeting to be held via ZOOM unless situation at time dictates otherwise
209.848	To close the meeting The meeting closed at 9.36pm

Signed:

Dated: