

TERRINGTON ST JOHN PARISH COUNCIL

Serving the villages of Terrington St John and St John's Fen End

Minutes of the ordinary meeting of Terrington St John Parish Council Held on Wednesday 1st July 2020 at 7.00pm Via online and telephone conferencing

Present: C Clifton – Chair, N Friedmann, C Gibbs and A Hoey – left the meeting at 9.00pm.

Parishioner: A Bishop

1. To consider accepting apologies for absence

It was **resolved** to accept apologies from B Dye and M Purse.

The members also received apologies from Borough Councillors S Squire and P Kunes.

2. To record declarations of personal and/or prejudicial interest from members in any item to be discussed

There were no declarations of interest.

3. To approve the minutes of the last ordinary council meeting held 3rd June

It was **resolved** to approve the minutes of the meeting held on 3rd June 2020 as a true and accurate record of the meeting and they were duly signed by the Chair.

4. To suspend the meeting to allow public participation

The meeting was closed to allow public participation.

A Bishop expressed an interest in being co-opted onto the Parish Council and explained why she would like to be more involved with the village as a Parish Councillor.

The members briefly discussed this with A Bishop noting the areas A Bishop has previously been involved in and supported, including with the Speedwatch group. C Clifton briefly outlined councillor responsibilities.

The meeting was reopened.

It was **resolved** to co-opt A Bishop onto the Parish Council. Clerk to arrange appropriate documentation to support this resolution. Action: Clerk

5. To receive the Clerk's report, including matters arising from last month's meeting

The following items were raised by the Clerk and duly discussed:

- The Scout group have expressed a need for additional fencing near the Scout hut to support the security of the premises. It was noted that the Clerk is seeking to arrange a meeting with the Scout group as soon is convenient to discuss the property and the proposed new lease which has previously been rejected by the Scouting group. It was **resolved** that additional spending on fencing would not be considered at this time. C Clifton noted that the part of the building that is built with a brick foundation is owned by the Parish Council. It was **resolved** that the Clerk should arrange a meeting with the Scout group leaders as a matter of urgency and with a deadline of September. Action: Clerk

A Hoey noted that having been in contact with the Scout group they are not able to contribute funds for CCTV at this time but would be in full support of it being installed. The members discussed the Parish Councils health and safety

responsibly knowing that there are still issues outstanding following the June 2017 condition survey. This issue should be discussed at the arranged meeting.

6. To receive and consider reports/updates on the following matters from any or a delegated Parish Councillor

- a) Chair – Parish Councillor C Clifton discussed the following issues:
 - The Neighbourhood Plan has been submitted to the borough council for consideration. C Clifton discussed the areas that are now in the plan for development and why it is important to have these areas. C Clifton expects the Neighbourhood Plan to go through to the referendum stage in early spring 2021. It was acknowledged that M Purse has put a lot of time and effort into the Neighbourhood Plan and has found it difficult to get the necessary information and support from the borough council at times.
- b) Police Liaison – Link Councillor representative, B Dye – Not present.
- c) TSJ Consolidated charity trustees – Link Councillor representatives, C Clifton, C Gibbs, A Hoey and N Friedmann – Nothing to report on currently.
- d) Parish social group – Link Councillor representative, C Gibbs – noted that a parishioner suggested a Christmas tree decorating event for the parish to enjoy. A member felt that the country would likely still be in lockdown so it would not be possible to have a social event, however it would be good to have an actual Christmas tree to display.
- e) Church – Link Councillor representative, M Dale – Not present.
- f) Speedwatch/SAM2 – Link Councillor representative, C Clifton
 - A Hoey asked councillors to let him know if they see any of the SAM2 out of action and he will come and change the battery. C Clifton noted that he will consider giving Highways data collected from the SAM 2 to Highways after Friday's meeting.
 - It was noted that at present the speedwatch team are not able to conduct checks at present.
- g) Planning – Link Councillor representatives, C Clifton and M Purse – C Clifton discussed the smaller building sites or self-build sites and the need for them in the area.
- h) Scout hut – Working group and Link Councillor representatives, N Friedmann – Nothing further to the items discussed earlier in the meeting.
- i) Data protection – Link Councillor representative, M Dale – Not present.
- j) Neighbourhood planning – Working group, C Clifton and M Purse – Nothing further to the items discussed earlier in the meeting.
- k) Strategy – Internal lead Councillor C Clifton – Nothing to report on currently.
- l) Internal audit control – Working group, N Friedmann – Nothing to report on at this time.
- m) Footway lighting, Clerk - Nothing to discuss currently.
- n) Footpaths, grounds and Parish Council assets (bus stops, seating and bins), Clerk
 - The payment towards the Parish Partnership scheme has been submitted for the kerb to be added to the Church Road footpath.

- The bus shelter has not been replaced yet and it was **resolved** to consider the options at the next meeting. Action: Clerk
 - It was noted that there are several bins in the village becoming over full before the next scheduled empty. It was **resolved** that the four new bins in the village would be emptied weekly if the cost to do this is no more than £200 per year. Action: Clerk
- o) Highway matters including items for Highway Rangers – Link Councillor representative, M Purse –
- C Clifton gave a report on the background history to the highways issues for the benefit of A Bishop. The minutes of the meeting held with C Clifton and D Jefferies from highways have now been circulated to all the members. C Clifton took the members through the various issues. C Clifton noted that subsequent to this meeting he and M Purse will be meeting with D Jefferies to walk the length of School Road to look at all the pot holes and drain recesses and intends to put pressure on D Jefferies to get them repaired within a year.
 - C Clifton discussed the offer from Highways to part fund a two-part feasibility study on Main Road to consider the issues surrounding the need for a crossing and changes to the dual carriageway section. The cost to Parish Council would be £1,500, with the remaining funding coming from Highways. It was **resolved** to approve the £1,500 cost for the feasibility study. A member asked about potential noise levels from speed bumps on Main Road. C Clifton acknowledged this would not be desirable and unlikely to happen, but a crossing would help protect people crossing the road.
 - C Clifton discussed the current issues relating to the 35 dwelling development on School Road.
 - The speeding and vehicle issues on School Road were discussed in general.
 - C Clifton discussed the Ely Row dyke riparian responsibilities of Highways. Highways will be clearing the dyke in the next couple of weeks. It was resolved that once this is done the Clerk would follow up with IDB the option to have the dyke filled in. The Clerk should also seek to obtain a copy of the survey with the support of B Long. Action: Clerk

7. To consider financial business

- a) To receive bank account balances
The bank balance as at 30th June 2020: £65,950.67.
 - b) To receive details of income received
No income to report upon.
 - c) To consider the recommended payments
It was **resolved** to approve the following payments in accordance with the budget:
- | | | |
|------------|-----------------------|---------|
| Vodafone | Internet | £13.32 |
| Eon | Electricity est | £57.58 |
| Westcotec | Street lighting maint | £16.50 |
| G Robinson | Clerk wage | £731.62 |
| H Murrell | Litter collector | £60.00 |

L Robinson	Litter collector	£77.40
G Robinson	Clerk Expenses	£18.00
UserOne	IT support	£12.00
HMRC	PAYE/NIC 04	£140.07
S Kerr	Drain cover repair	£40.00
Ultimate land and gardens	Grounds maint	£354.90

- d) To consider the current budget which includes the recommended payments
The members considered the budget presented to them prior to the meeting.

8. To approve the Annual Governance Statements 2019/20

The Clerk read all the Annual Governance Statements to the members. It was **resolved** to approve all the statements as correct.

9. To approve the Accounting Statements 2019/20

Having recently had the Accounting Statement internally audited and the resulting report considered by N Friedmann, it was **resolved** to approve the Accounting Statements 2019/20.

10. To consider and approve the current Asset Register

It was **resolved** to approve the current Asset Register.

11. To consider planning matters

There were no applications or decisions to consider.

12. To receive general correspondence via email during the month and consider any further actions required

- a) NCC letter 160620, development at School Road, street lighting requirement. After a short discussion it was **resolved** there is no necessity, at this time for Parish Council maintained lighting on the 35 dwelling development on School Road.
- b) Riparian ditch piping request. After a short discussion it was **resolved** to approve the request to pipe the ditch on the playing field boundary by the neighbouring property.
- c) Letter from Cllr. J Moriarty – consulting parish councils on planning applications. It was **resolved** to question the issues rather than support or object to the comments made.
- d) All other correspondence was sent out prior to the meeting and it was **resolved** that no further actions were required at this time.

A Hoey left the meeting at 9.00pm.

13. To receive items for next month's agenda

- 14. Date and time of next meeting** – Will be held on Wednesday 2nd September 2020 at 7.00pm (No meeting in August)