

SOUTHOE & MIDLOE PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING
Held on WEDNESDAY 4 December 2019
In SOUTHOE VILLAGE HALL at 7.30pm

Present A Marnes (AM) Chairman, D Saw (DS), S Mitchel (SM), Rachel Horsman (RH), Anna Ramply (AR), Parish Councillors
Ms R. Mimiene (RM), Clerk
1 member of the public
P Downes, County Cllr

Please note that Parish Council recorded the meeting and will upload onto the Parish Council website. Please note that last month's recording due to technical issues failed.

2019/20

12/967 To Receive Apologies and Reasons for Non Attendance

12/967.1 Clerk reported that Cllrs A Kiley and John Taylor sent apologies for absence.

12/968 Declarations of Interest for Members (Disclosable Pecuniary Interests)

12/968.1 None.

12/969 District and County Councillors Reports

CC Cllr PD report attached.

Meeting was closed for the members of the public to raise any issues

12/970 Open Forum – For all members of the public and press present

No issues raised.

Meeting was re-opened

12/971 To Receive and Approve the Minutes of the Parish Council Meeting 6 November 2019

Proposal **Proposed by Cllr DS, seconded by Cllr SM, all in favour, and it was RESOLVED Carried that Minutes are approved.**

Chairman signed the minutes.

12/972 Matters arising from those Minutes

All matters are under the Agenda.

12/973 To further Consider Parish Neighbouring Plan/Neighbourhood Plan (NP)

Cllr RH is working on the project. Cllr RH aims to have up to eight interested residents, further update for the next meeting.

12/974 A1 Matters. Link Road.

12/974.1 A1 Matters:

The surface on the northbound near Lees lane is now repaired by Highways England. AM
But the slip road to join the northbound at the Lt. Paxton / Southoe border is in a very bad state. It was agreed that Cllr AM will contact Highways England and will bring this matter to their attention.

Also, there are patches from Weston Springs dip to the Southoe car wash, on the north bound that are deteriorating and need attention before the winter sets in
Note since meeting: Both he issues reported to Highways England by Cllr AM on 4 Dec 19.

12/974.2 No update re: Link Rd.

12/975 Planning. Local Plan.

12/975.1 Local Plan

12/976 Working with Parish and Town Councils and the Great Ouse Valley Trust to improve the Ouse Valley Way

Cllr AM attended the meeting arranged by Great Ouse Valley Trust on 30 Nov 19 and reported back to PC.

12/977 Southoe Common Barns Wind Farm, update

Signed for and on behalf of Southoe & Midloe Parish Council.....2019

CHAIRMAN

No update.

12/978 Finance

12/978.1 Cashbook, Income and Expenditure

- Current a/c bank balance as at 31 Oct 19 £4,714.19

Bank statement received on the day of the meeting: Current a/c balance as at 30 Nov 2019 was £3,725.54

12/978.2 To consider purchasing an external hard drive to be able to back up PC data, Cllr RH PC approved the purchase of the External Hard Drive of 2TB memory for around £50.00.

Proposal Proposed by Cllr RH, seconded by Cllr SM, all in favour, and it was RESOLVED Carried that the purchase of the External Hard Drive for about £50.00 is approved.

Note since meeting: The External hard drive now purchased, reimburse Cllr AM for £54.99.

12/978.3 To consider a projector for PC use at the meetings. Cllr R Horsman In process. Cllr RH will bring the projector to the next meeting to try it first, PC can decide then. RH

12/978.4 To consider purchasing antivirus around £45, Cllr AM PC agreed to purchase antivirus for PC use.

Proposal Proposed by Cllr DS, seconded by Cllr SM, all in favour, and it was RESOLVED Carried that the purchase of the antivirus is approved.

Note since meeting: Cllr AM purchased the antivirus for £27.18. To be reimbursed.

12/978.4 To approve 7.25 additional hours to cover the Clerk's over time spent in October handling the complaint matters

Proposal Proposed by Cllr DS, seconded by Cllr SM, all in favour, and it was RESOLVED Carried that the additional 7.25 hrs are approved and to be added to the Dec payroll.

It was agreed to consider on a monthly basis till the matter is closed.

12/978.5 To Approve Budget and Precept 2020/21 Clerk

It was agreed that the Budget is £14,696 and Precept is £12,626.

Proposal Proposed by Cllr DS, seconded by Cllr RH, all in favour, and it was RESOLVED Carried that it was agreed that the Budget of £14,696 and Precept of £12,626 are approved.

Clerk will submit the precept request to HDC by 12 Dec 2019 as requested.

Note since meeting: Precept request submitted HDC on 6 Dec 2019.

12/978.6 Expenditure for Approval 4 December 19

Date payment raised	Date debited	Income/Expenditure	Details	Chq/So/DD/Trans	Income	Total Expenditure	Balance	V.A.T.
04/12/19		Wages	Nov wages (incl 4 hrs overtime for Sep 19) & Employee tax deductions Nov 19	1137 1138		305.56	37,916.76	
04/12/19		NEST	Pensions Contributions Employee + Employer Nov 19	DD		32.16	37,884.60	
04/12/19		Expenses Oct 19	Expenses on running cost of PC Oct 19	1139		9.72	37,874.88	
04/12/19		Expenses Nov 19	Expenses on running cost of PC Nov 19	1140		9.72	37,865.16	
04/12/19		OGM	Grass Cutting 10 Oct 19	1141		110.40	37,754.76	18.40
04/12/19		Rachel Horsman	Reimbursement for the camera HD card for recording the PC meetings	1142		37.00	37,717.76	
04/12/19		Mr Holdaway	Grass cutting Churchyard 6 & 20 Aug 2019	1143		250.00	37,467.76	

Proposed by Cllr SM, seconded by Cllr DS, all in favour and it was RESOLVED Carried that all items listed in 12/978.6 are to be paid.

Cllrs SM and AM went to the bank to finalise the set up for Cllr SM to become a signatory. The system has now changed and it is much harder to add a signatory. Bank also cannot do the 3 to sign online banking. PC agreed to consider changing banks next year. PC to research Unity Trust bank which seems like an option for PC banking.

PC

As there will not be a January meeting, councillors pre approve in principle the clerk's wages and costs, also cover any contracted and ancillary items that have been previously agreed, Cllr A.M. to arrange.

AM

12/979 To consider General Data Protection compliance

Signed for and on behalf of Southoe & Midloe Parish Council.....2019

CHAIRMAN

- 12/979.1 Consent Form: Cllr RH is working on this form. PC do not hold much date except for volunteers.
- 12/980 Parish Council Website: updated by Cllr R Horsman** **RH**
<http://southoe-midloe.btck.co.uk/News> - up to date. It was agreed that Clerk will seek Clerk CAPALC help to advise PC if what is on the website is sufficient.
- 12/981 The Defibrillator for Southoe & Midloe Village**
 12/981.1 Regular checks carried. Cllr RH is now authorised to carry out the weekly checks.
- 12/982 Village Security & Policing Matters**
 12/982.1 None raised.
- 12/983 Highways Matters**
 12/983.1 Missing bins reported, awaiting the feedback.
 12/983.2 Buckden's LCWIP (Local Cycling and Walking Infrastructure Plan):
 PC approached the Active Planning for a quote for works, the prices now received. It was agreed to meet with the Active Planning member on site for a more detailed proposal, take on board other Clerk thoughts, or answer any questions. PC
 12/983.3 To note streetlights reported: PC04 Rectory Lane - Reported after last parish council meeting by Cllr AM, the lamp in Rectory Lane Southoe requires attention. Clerk
 The lamp is not working, the lamp glass is broken and the control box seems to be missing the cover. Not fixed, clerk to chase.
- 12/984 Village Grass cutting issues and Footpaths issues in the village**
 No problems.
- 12/985 Play Area & Playing Field**
 12/985.1 Monthly Risk Assessment carried. Next Annual Inspection scheduled for May 2020. PC have in place the Risk Assessment carried in May 2019 by the new contractor.
 12/985.2 PF hedge works agreed to be carried by HDC contractors. No invoice received yet.
 12/985.3 Rabbit issue on the PF reported by Cllr AM. – Cllr AM approached various contractors but they could not help due to the site being used for dog walkers. The field is not fenced, consider fencing in the future?
 12/985.4 The cabin: Team of volunteers from the village are ready to do carry out the works but due to the field being very wet, they cannot bring the machinery into the field.
- 12/986 Village Hall**
 No updates.
- 12/987 Village Matters**
 12/987.1 Finger post – no update.
- 12/988 Church & Burial Matters**
 12/988.1 To further discuss the outstanding repairs of the memorial stones, Cllr A Marnes DS, AM
 No update since the last meeting.
 12/988.2 Lych Gate and Church wall DS
 Cllr DS had an action to write to Church Authorities re: the Lych Gate. He explained that PC has liability for its up-keep. The gate has some cracks appearing, and that these need some attention. Architects report received and circulated to the PC an estimate of cost for schedule of works and supervising fee is around £1200 to £1800. It is thought that actual works could double this cost when suitable builders could be contracted.
 It was agreed to proceed. Cllr DS will make further contacts.
- 12/989 Correspondence**
 Noted.

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

Signed for and on behalf of Southoe & Midloe Parish Council.....2019

CHAIRMAN

12/990 Update on the Complaint received
The matter is now closed. Remove from the Agenda.
It was agreed to also revisit the Complaints Procedure.

Open the meeting

12/991 Councillors Questions
None raised.

12/992 Date of the Next Meeting: Due to the 1st Wed in January 2020 being a Bank Holiday
PC agreed to meet on Wed 5 February 2020 only.

Meeting finished at 8.41pm

These minutes are considered draft until ratified at the Parish Council meeting