

SOUTHOE & MIDLOE PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING
Held on WEDNESDAY 5 February 2020
In SOUTHOE VILLAGE HALL at 7.30pm

Present A Marnes (AM) Chairman, D Saw (DS), A Kiley (Ak) and John Taylor (JT) Parish Councillors
Ms R. Mimiene (RM), Clerk
Angela Ellmer, Chairman of the VH Management Committee
1 member of the public
P Downes, County Cllr
H Masson, HDC 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

02/993

02/993.1

To Receive Apologies and Reasons for Non Attendance

Clerk reported that Cllrs Anna Ramply, Sharon Mitchel, Rachel Horsman sent apologies for absence.

02/994

02/994.1

Declarations of Interest for Members (Disclosable Pecuniary Interests)

None.

02/995

District and County Councillors Reports

CC Cllr PD report attached.
HDC Cllr HP report attached.

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

02/996

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

No issues raised.

Meeting was re-opened

02/997

To Receive and Approve the Minutes of the Parish Council Meeting 4 December 2019

Proposal

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

Chairman signed the minutes.

02/998

Matters arising from those Minutes

All matters are under the Agenda.

02/999

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

Carry forward to the next meeting when Cllr RH is present..

02/1000

02/1000.1

02/1000.2

A1 Matters. Link Road.

All of the issues reported by Cllr AM have now been addressed

No update re: Link Rd.

02/1001

02/1001.1

Planning. Local Plan.

Retrospective single storey wooden structure Site Address: 2 Rectory Lane Southoe

St Neots Reference: 19/02440/FUL – *PC comments by 12 Feb 20*

No objections.

Proposal

Proposed by Cllr DS, seconded by Cllr AK, all in favour, and it was RESOLVED Carried to recommend Approval to the above planning application.

02/1002

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

No update.

02/1003

Southoe Common Barns Wind Farm, update

No update.

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

CHAIRMAN

02/1004 Finance

02/1004.1 Cashbook, Income and Expenditure report and Bank Reconciliation for Quarter 3 to 31 Dec 2019

- Current a/c bank balance and cashbook balance as at 31 Dec 19 £2,715.27
- Business Reserve bank and cashbook balance as at 31 Dec 19 £34,666.58

Noted by PC.

02/1004.2 To consider a projector for PC use at the meetings. Cllr R Horsman

On hold till Cllr RH present.

RH

02/1004.3 To Review PC Financial Regulations. Note changes to Financial Regulations issued by NALC: To adopt the new Model – carry forward to the next meeting.

02/1004.4 To Note that Precept request for 2020/21 for £12,626 was submitted HDC – Noted.

02/1004.5 Payments approved in principle at Dec meeting and already made in January 2020:

Date payment raised	Date debited	Income/Expenditure	Details	Chq/So/DD/Trans	Income	Total Expenditure	Balance	V.A.T.
02/01/2020		Wages	Dec wages (incl 7.25 hrs overtime for Oct 19) & Employee tax deductions Dec 19	1144 1145		351.75	36,993.10	
02/01/2020		NEST	Pensions contribution Employee & Employer Dec 19	DD		37.03	36,956.07	
02/01/2020		Expenses Dec 19	Expenses on running cost of PC Dec 19	1146		9.72	36,946.35	
02/01/2020		Reimbursement	2T external drive for £54.99 and McAfee anti virus for 12 months	1147		82.18	36,864.17	
02/01/2020		Mr Holdaway	Churchyard Maintenance 9 Dec 19 including the removal of a dead branch for £20	1148		145.00	36,719.17	
							36,719.17	
							36,719.17	

Note: The payment to Mr Holdaway re: Churchyard Maintenance was changed into £145.00. Accounts now updated.

Proposal: Proposed by Cllr AM, seconded by Cllr DS, all in favour and it was RESOLVED that all items listed in 02/1004.5 are to be paid. Carried.

02/1004.6 Expenditure for Approval 5 February 2020:

Date payment raised	Date debited	Income/Expenditure	Details	Chq/So/DD/Trans	Income	Total Expenditure	Balance	V.A.T.
Feb-20								
05/02/2020		Wages	Jan wages incl Employee Tax Deductions Jan 20	1149 1150		248.71	36,490.46	
05/02/2020		NEST	Pensions contribution Employer & Employee Jan 20	DD		26.18	36,464.28	
05/02/2020		Expenses Jan 20	Expenses on running cost of parish council Jan 20	1151		4.32	36,459.96	
05/02/2020		HDC	Hedge cutting PF	1152		545.18	35,914.78	
							35,914.78	
							35,914.78	

Note: Payment to Mr Holdaway for £125.00 is paid at Feb meeting. There are no more outstanding Invoices. Accounts updated accordingly.

Proposal: Proposed by Cllr JT, seconded by Cllr AK, all in favour and it was RESOLVED Carried that all items listed in 02/1004.6 are to be paid. Carried.

02/1004.7 To Consider CAPALC request
Carry forward to the next meeting.

02/1005 To consider General Data Protection compliance

02/1005.1 Consent Form: Cllr RH is working on this form. PC do not hold much date except for volunteers.

02/1006 To Review Complaints Procedure

Agreed to be reviewed at the next meeting under Closed part of the Meeting.

PC

02/1007 Parish Council Website: updated by Cllr R Horsman

<http://southoe-midloe.btck.co.uk/News> - up to date. It was agreed that Clerk will seek CAPALC help to advise PC if what is on the website is sufficient.

RH

Clerk

02/1008 The Defibrillator for Southoe & Midloe Village

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

CHAIRMAN

02/1008.1 Regular checks carried. Cllr RH is now authorised to carry out the weekly checks.

02/1009 Village Security & Policing Matters

02/1009.1 None raised.

02/1010 Highways Matters

02/1010.1 Missing bins reported, awaiting the feedback.

Litter bins.

H.D.C. have removed 2 litter bins from Southoe, 1/ corner of Lees Land and Thurley Close. This one belonged to H.D.C. 2/ Was a Parish Council bin in Rectory Lane, at the entrance to the play area.

HDC response stated that:

- 1 litter bin on Lees Lane was taken out due to an unknown resident continually filling it with cat litter, however the site manager for HDC has agreed to reinstate the bin after speaking to residents and will monitor the situation. Should this continue then the bin will be removed permanently.

- As for the other bin, this was picked up but not removed by HDC. This bin is/was sited close to a farm access and is constantly being ran over by agricultural vehicles, not one of our bin lorries. One of HDC litter team picked it up as it was lying in the road. They did put a temporary wheeled bin in place but that was ran over too.

02/1010.2 LCWIP for Southoe (Local Cycling and Walking Infrastructure Plan): Consider working with Buckden PC to extend the plan so that Southoe could gain potential benefits, update by Cllr A Marnes
Cllr AM managed to organise a site meeting with C.C.C. officer to look over options on 27th Jan.

Southoe and Midloe Parish Council are exploring the possibility of developing a new right of way from what is known of as Mr Davisons drive (A1 end) to the Lt. Paxton flyover/Hail Weston road. With a view to opening up a new right of way to follow the west side of the A1 as close as possible.

If this notion is feasible, it could be possible that the rarely used footpath across the fields from the south end of Southoe High Street to Lt.Paxton wood/ Hail Weston road could be closed (stopped up).

Cllr AM to contact land management/owners and tenants to possibly arrange a site meeting to explore if this notion could be instigated.

02/1010.3 Lees lane Potholes – reported, but there are more which were left not repaired.

02/1010.4 To note streetlights reported: PC04 Rectory Lane – reported, and now working.

02/1011 Village Grass cutting issues and Footpaths issues in the village

No issues reported.

02/1012 Play Area & Playing Field

02/1012.1 Monthly Risk Assessment carried.

02/1012.2 Rabbit issue on the PF reported by Cllr AM. – Consider fencing the field.

02/1012.3 The cabin: Carry forward to the next meeting.

Clerk to contact CGM to arrange next year's contract.

02/1013 Village Hall

02/1013.1 VH received an Invoice for £47.50 - 5 months, from HDC for the Waste Bin collection for the Village hall.

The Southoe Village hall 1000lt bin was removed late last year on the basis that the village hall has now been classified as commercial.

Response from HDC received as for the charging and commercial classification for charities, an extract from the Controlled Waste regulations 2012 which sets out classification of waste and what would incur a charge for either collection or disposal, or both was provided by HDC.

02/1014 Village Matters

02/1014.1 Finger post, update by Cllr A Kiley – Cllrs AK and AM will liaise and move the Finger Post to the secure location.

AK, AM

02/1015 Church & Burial Matters

02/1015.1 To further discuss the outstanding repairs of the memorial stones, Cllr A Marnes
Carry forward to the next meeting.

DS, AM

02/1015.2 Lych Gate and Church wall – letter agreed by PC sent in Dec 19. Cllr DS will

02/1016 Correspondence

Noted.

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

CHAIRMAN

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.

02/1017 To Consider the Annual Appraisal for the Clerk

Appraisal carried. It was agreed to implement a pay rise to the next SCP26 (Old SCL 32) from Apr 2020.

Proposal Proposed by Cllr DS, seconded by Cllr AK, all in favour, and it was RESOLVED Carried that the Clerk is awarded one increment.

Open the meeting

02/1018 Councillors Questions

None raised.

02/1019 Date of the Next Meeting: Wed 4 March 2020 at 7.30pm at the Village Hall

- To note the Annual Parish Meeting / Assembly date – 1 Apr 2020 at 7.30pm at the VH (There will be a short PC meeting starting 7pm)
- To note Annual Parish Council Meeting date – 6 May 2020 at 7.30pm at the VH

Meeting finished at 9.26pm

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