



# BENWICK PARISH COUNCIL

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Clerk: Mrs J S RICHARDSON

To Members of the Council

30<sup>th</sup> September 2020

You are hereby summoned to attend an online meeting of Benwick Parish Council for the purpose of transacting the following business.

On Monday 5<sup>th</sup> October 2020 at 7.30 p.m.

This will be a "virtual meeting" using Zoom Video Conferencing in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Members of the public and press are welcome to attend. Zoom meeting ID 4545690390 Password Benwick

Yours truly

Mrs J S Richardson  
Clerk/Proper Officer

## AGENDA

All Members are reminded that they need to declare any pecuniary and non-pecuniary interests before an item is discussed at this meeting under the Localism Act 2011.

A resolution under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the special confidential nature of the business to be transacted must be proposed if any item should be discussed in Committee.

**PLEASE NOTE ALL MEETINGS WILL BE RECORDED FOR THE PURPOSE OF ASSISTANCE OF MINUTE TAKING ONLY.**

094/20-21 **Apologies for Absence**

095/20-21 **Declarations of Interest**

**Councillors to declare any interests in respect of any item to be discussed at this meeting:-**

- a) Disclosable Pecuniary Interest
- b) Non-Pecuniary Interest
- c) Sensitive Pecuniary Interest

096/20-21 **PUBLIC TIME**

097/20-21 **Confirmation of Minutes**

To sign and approve the Minutes of the Meetings held on 7<sup>th</sup> September 2020

098/20-21 **Matters Arising**

The maintenance of the hedge along the footpath between the two bridges is ongoing and Highways are seeking timescales for when the work will be completed from the occupier

099/20-21 **County & District Councillors Reports**

Reports from County and District Councillors

100/20-21 **Street Lighting**

- a) To provide update on contract for change to LED of all street lights
- b) To discuss and agree options to rectify leaning lamppost on Doddington Road (PC39)
- c) To discuss and agree options regarding street lighting maintenance contract

101/20-21 **Defibrillator**

To discuss and agree actions with regard to school request for the upkeep of the village defibrillator

102/20-21 **Footbridge**

To discuss and agree any actions required in relation to repairs of footbridge

103/20-21 **Police Report**

To discuss and agree actions in relation to new Police Engagement Proposal following meeting attended by Cllr Chapman on 2<sup>nd</sup> October 2020

104/20-21 **Burial/Cemetery**

- a) To update on actions regarding extending Cremation Plots in the Cemetery, and agree any further actions
- b) To discuss and agree quote for the planting of a screening hedge between the Cemetery and Allotments
- c) To discuss and agree any actions as a result of recent vandalism to a bench

- 105/20-21 Arnold-Baker on Local Council Administration Twelfth edition**  
To discuss and agree purchase (£149.99) on release date of 9<sup>th</sup> December 2020. Updated items include:-  
Disqualification criteria for councillors and mayors  
Further amendments to the Local Elections Rules  
New ICO guidance on GDPR for local councils
- 106/20-21 Income & Expenditure**  
a) 2<sup>nd</sup> Precept remittance rec'd £6426  
b) Members to consider and approve the following accounts for payment
- |                      |                           |                  |
|----------------------|---------------------------|------------------|
| Tivoli               | Cemetery Maintenance      | £382.54          |
| CGM Landscapes       | Verge Cutting             | £44.48           |
| J Richardson         | Admin – 27/09/2020        | £415.00          |
| J Richardson         | Expenses- reimbursement   | £68.47           |
| EON                  | Street Light Electricity  | £162.11          |
| T&S Ground Solutions | Cremation Plot Area       | £890.00          |
| Cozens (UK) Ltd      | Street Light replacements | £11658.00        |
|                      | <b>TOTALS</b>             | <b>£13620.60</b> |
- c) Clerk to report on the September Bank Balances and reconciliation statement  
d) Clerk to report on budget v performance to end Sept 2020
- 107/20-21 War Memorial**  
a) To discuss and agree actions relating to laying of Poppy Wreath  
b) To discuss and agree actions relating to repair of Flagpole
- 108/21-21 Community Gritting Scheme applications for Winter 2020 – 2021**  
To discuss and agree any actions required in relation to Community Gritting 2020-21
- 109/20-21 Utilising road verges for biodiversity & habitat**  
To discuss and agree any actions required CCC Road Verge Management Enquiry
- 110/20-21 Vacancy of Clerk**  
a) To discuss and agree advert for Clerks Vacancy to include timescales, placement of advert, salary scale etc  
b) To discuss and agree job specification and contract of employment of Clerk for placement on website to allow access for possible candidates
- 111/20-21 Correspondence**  
a) Rural Services Network, bulletin (emailed 04/09/2020, 11/09/2020, 18/09/2020, 23/09/2020, 30/09/2020)  
b) FDC Press releases (emailed 04/09/2020, 11/09/2020, 18/09/2020, 23/09/2020, 25/09/2020)  
c) Highway events diary - September 2020 (emailed 04/09/2020)  
d) NALC Chief Executives Bulletin (emailed 07/09/2020, 14/09/2020, 23/09/2020, 28/09/2020)  
e) IHMC August Incident Report(emailed 09/09/2020)  
f) Roadworks & events bulletin 16th - 30th September 2020 (emailed 11/09/2020), Roadworks & events bulletin 1st - 15th October 2020 (emailed 25/09/2020)  
g) Cambridgeshire Local Councils Conference 2020 - Your invitation (emailed 11/09/2020)  
h) Cambridgeshire and Peterborough Against Scams Partnership Newsletter (emailed 18/09/2020, 28/09/2020)  
i) NALC Coronavirus Update (emailed 23/09/2020)
- 112/20-21 Agenda Items/Next Meeting**  
The date of the next Parish Council Meeting will be Monday 2<sup>nd</sup> November 2020. Items to be included on Agenda should be with the Clerk by Monday 26<sup>th</sup> October 2020