



BENWICK PARISH COUNCIL

Minutes of an online Meeting of the Benwick Parish Council on Monday 1st March 2021 by teleconference

Present	Cllrs M Chapman (Chair); L Keppel-Spoor; R Few; A Cade; B Taylor; R Smith; A Miscandlon (FDC); B Wicks (FDC), J Richardson (Clerk) and no members of the public		
204/20-21	Apologies for Absence		
	Cllr D Connor		
205/20-21	Declarations of Interest		
	None declared		
206/20-21	PUBLIC TIME		
	Cllr Miscandlon to get update of information from Cllr Connor re fence on Doddington Road		Cllr Miscandlon
207/20-21	Confirmation of Minutes		
	It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 1 st February 2021		Agreed
208/20-21	Matters Arising		
	CCC have confirmed that footbridge will be repainted once warmer weather arrives (08/02/2021)		
	CCC have also confirmed that Whittlesey Road bridge will be repainted once warmer weather arrives (08/02/2021)		
209/20-21	County & District Councillors Reports		
	Cllr Wicks is questioning with CCC the original paint job on the footbridge.		
	Cllr Miscandlon reported that FDC held first meeting of the year and approved budgets for 2021-22.		
	MVAP Speed signs may be about to be installed in the village but no information received as yet from Highways. Cllr Miscandlon reported that the data from the units are good.		
210/20-21	Street Lighting		
	a) Street lighting maintenance contract was discussed. Cllr Chapman to see if he can get information from Doddington Parish Council on this matter. Clerk to keep on agenda for next month.		Cllr Chapman Clerk
211/20-21	Defibrillator		
	Investigation into monthly checks required on the defibrillator to be undertaken by Cllr B Taylor. Clerk to keep on agenda		Cllr Taylor Clerk
212/20-21	Police Report		
	Police Engagement Proposal meeting not attended by Cllr Chapman. Nothing to report in minutes received		
213/20-21	Benwick In Bloom		
	a) No update on project of siting of animals on The Pound, including a fence. Cllr Chapman to arrange meeting when safe to do so. Clerk to keep on agenda		Cllr Chapman Clerk
214/20-21	Income & Expenditure		
	a) It was Proposed by Cllr Chapman, and AGREED, that members approve the following accounts for payment		Agreed
	Tivoli	Cemetery Maintenance	£133.31
	CGM Landscapes	Verge Cutting	£44.48
	J Richardson	Admin – 21/02/2021	£368.96
	J Richardson	Expenses Reimbursement	£146.39
	E-ON	Electricity costs	£12.26
		TOTALS	£573.40
	b) Clerks report on the February Bank Balances and reconciliation statement is at Appendix 1		
	c) Clerk updated on Internal Audit requirements and will work towards the preparation of the year end accounts etc.		Clerk
215/20-21	Website		
	To update on future Parish Council website hosting following notice given by BT that the free hosting currently used will cease in May 2021. No further information. Clerk to keep on agenda		Clerk

216/20-21	Cemetery & Verges Grass Cutting Contracts The renewal of the Cemetery and Verges Grass Cutting Contracts in April 2021 was discussed. a) Verge Cutting tenders discussed and it was Proposed by Cllr Chapman, and AGREED, that Company 3 (N Oliver) be awarded the contract at a cost of £700 per annum, with the visibility of evidence of liability cover. Clerk to arrange b) Cemetery, Mooring, The Pound Cutting tenders discussed and it was Proposed by Cllr Chapman, and AGREED, that Company 1 (HHA Grounds Maintenance) be awarded the contract at a cost of £3652 per annum. Clerk to arrange	Agreed Clerk Agreed Clerk
217/20-21	Utilising road verges for biodiversity & habitat CCC Road Verge Management Enquiry discussed. Clerk to keep on agenda	Clerk
218/20-21	Cambs Local Event Attendance at the Cambs Local Event, an online session to explore how we (local councils, health, public services, the community and voluntary sector) can capture and build on the learning from partnership work in your area over the last year. Cllrs to look at email and possibly attend	All Cllrs
219/20-21	War Memorial Request to place rainbow handprints bunting on the war memorial from Flutterbies was discussed. It was Proposed by Cllr Chapman, and AGREED, not to allow this to happen. Clerk to inform	Agreed Clerk
220/20-21	Burial/Cemetery a) It was Proposed by Cllr Chapman, and AGREED, that the allotments can be rented to Doddington inhabitants. Clerk to contact Doddington PC to arrange and Cllr Chapman to advertise on Facebook	Agreed Clerk Cllr Chapman
221/20-21	Correspondence a) Rural Services Network, bulletin (emailed 02/02/2021, 09/02/2021, 22/02/2021, 23/02/2021) b) FDC Press releases (emailed 28/01/2021, 01/02/2021) c) CAPALC Bulletin (emailed 09/02/2021) e) NALC Chief Executive Bulletin (emailed 09/02/2021, 15/02/2021, 22/02/2021) f) Scam Partnership News (emailed 01/02/2021, 05/02/2021, 18/02/2021) g) CPRE Newsletter(emailed) h) Roadworks & events bulletin 1 st Feb – 15 th Feb 2021 (emailed 01/02/2021), Roadworks & events bulletin 16 th - 28 th February 2021 (emailed 11/02/2021) i) I) IHMC January Incident Report (emailed 10/02/2021) j) Flooding concerns request from FDC (emailed 28/01/2021) k) A47 Guyhirn Start of Works Update (emailed 09/02/2021) l) FDC Community Safety Partnership Newsletter (emailed 11/02/2021) m) Letter of thanks from Citizens Advice Rural Cambs (emailed 23/02/2021)	
222/20-21	Motion to exclude Press & Public It was Proposed by Cllr Chapman, and AGREED, that a resolution be passed 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	Agreed
223/20-21	Vacancy of Clerk a) Job adverts placed in newspaper with closing date of 19/03/2021. An Extra meeting to be held to discuss applications on 22/03/2021. Clerk to arrange b) Contingency arrangements for vacancy to be progressed by Clerk	Clerk Clerk
224/20-21	Agenda Items/Next Meeting The date of the next Parish Council Meeting will be Monday 12 th April 2021. Items to be included on Agenda should be with the Clerk by Monday 5 th April 2021	

Meeting Closed at 20.45

Bank Reconciliation		Financial Year ending 31 March 2021	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	26/02/2021		
Approved by		Chair	
Date	01/03/2021		
Balance per bank statements as at		26/02/2021	
		£	£
Current Account		32,771.46	
NS&I		21,447.49	
			54,218.95
Less: Unpresented Cheques			
Cheque Number			
		18.00	
		450.60	
			468.60
Add: Any unbanked cash in transit			
Net bank balances as at		53,750.35	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,031.03	
Add: Receipts to date		29,139.49	
Less: Payments to date		29,420.17	
Closing Balance		53,750.35	

Earmarked Reserves:

Parish Plan	£532.89
Verge Planting	£67.13
Cemetery Extension	£6,604.17
Street Lighting	£7,875.62
The Pound	£2,000.00
War Memorial	£4,000.00
Mooring	£4,133.66
Allotments	£2,191.35
General Reserve	£26,345.53

E M TOTAL £27,404.82