**Minutes of the Meeting of Conington Parish Council**

**2 May 2023 - Holme Village Hall**

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| Present: Cllrs Cooper, Johnson, Braid, Bennett, Buchanan, and the Clerk.  Members of the public: None | | |
|  | Election of Chairman | Cllr Penny Cooper proposed for Chairman by Cllr Johnson, seconded by Cllr Buchanan – all in favour. Cllr Cooper signed the declaration of acceptance of office. |
|  | Election of Vice Chairman | Cllr Johnson, proposed by Cllr Braid, seconded by Cllr Buchanan, all in favour. |
|  | Chairman’s welcome | Cllr Cooper welcomed Councillors to the meeting. |
|  | To receive apologies and reasons for absence | County Cllr S Bywater, District Cllr T Alban |
|  | Members declaration of Interests | None |
|  | Public and press participation session | No public attended |
|  | District and County Councillor reports | County Councillor Simon Bywater and District Councillor Tim Alban had given reports to the Annual Parish Meeting. |
|  | To sign and approve minutes dated 31 January 2023 | The minutes were unanimouslyapproved as a true record of the meeting and were signed by the Chairman. Proposed by Cllr Cooper, seconded by Cllr Bennett, all agreed. |
|  | To adopt the Standing Orders, Financial regulations and Polices of the Council for 2023-24 | The Standing Orders (NALC model), Financial regulations and Policies had been circulated before the meeting and were proposed for adoption by Cllr Cooper, seconded by Cllr Braid, all in favour. |
|  | Matters Arising | 1. Bid for Gateways and 2 solar powered SIDs had been made under LHI scheme. Still awaiting contact. 2. Speedwatch group –Chairman has this in hand. Parishioner Norman Bell is taking the role of Co-ordinator. Locations yet to be registered. 3. Trees. 3 Silver birches have been planted on land belonging to Ms Belcher (with her permission) and a Rowan has been planted on the green. Clerk will pay the balance of funds raised to the ***National Forest*** as agreed. Clerk to investigate a plaque for the tree on the green (Queen’s Jubilee). 4. Next litter pick to be held 10 June. Future dates 2 September, 25 November.   Member of village donated funds towards litter picking equipment which has been purchased and thank you letter sent.   1. Defibrillator –*Gemma’s Hearts* have provided a defibrillator and a cabinet. This has now been installed at the flats. Training will take place on 8 May at 10am. |
| 11. | Land Management | A meeting was held with 4 representatives of Huntingdonshire District Council regarding the management of the green spaces around Conington. Biodiversity is to be encouraged but some grass cutting to take place for play. HDC had promised maps and plans, but these had not been sent (Clerk to chase). Also, Clerk to raise the poor state of the area of grass which is still being cut. Councillors to try to cut again or clear up before the Coronation party. |
| 12. | Financial Matters | 1. Clerk wages January £153.78; Feb £154.46; March £223.98; April £175.08. PAYE £26.42. Website £3.67: Litter picking equipment £62.35: Trees £75.00: Electrical supplies £78.60; Audit £65, Bar licence £21. Receipts VAT refund £209.28; donation £50; Precept £2650. 2. Invitation to join CAPALC. Discussed the circulated letter, decided not to join. 3. The Annual Accounts were agreed.   All the above proposed by Cllr Cooper and seconded by Cllr Johnson, all in favour. |
| 13. | End of Year Accounts | Completion of AGAR form:   1. The Internal Audit report was read and accepted. 2. The Annual Governance Statement was read, agreed and Section 1 signed by Chairman. 3. The Accounting Statement was agreed, and Section 2 signed by Chairman. 4. Exemption from external audit to be claimed for 2022-23. Certificate signed by Chairman. 5. Dates for public right of inspection confirmed as 5 June to 14 July 2023. |
| 14. | Insurance | 3 Quotes for Parish Council Insurance had been obtained; Ansvar (Via CAS brokers) was selected for 2023-24 at a cost of £212.96. |
| 15. | Planning | No applications |
| 16. | Correspondence & Reports | 1. Event for Coronation – Cllr Johnson, Cooper and Bennett are organising.   Main event Sunday 7th May. Horsebox bar and BBQ, Cake and beverage stall, Crafts, Raffle all arranged. Defib awareness session 8 May at 10am. Proceeds from raffle to go to “Gemma’s Hearts” re provision of defibrillator.   1. Letter from HDC regarding Woodwalton Parish Council and a possible merger with another Parish. Discussed. Clerk to write to HDC explaining that CPC does not wish to be considered as geographically incompatible. 2. Sawtry Neighbourhood Plan consultation. 3. HDC Local Plan consultation 4. Road bollards have been replaced. 5. Discussion re fly tipping/dumping on Ms Belcher’s land 6. Comments made to Councillors regarding trees, land maintenance, fly tipping to be referred to the correct authorities/landowners. |
| 17. | Next meeting | Thursday 20 July 2023 at 6.15pm Venue: The briefing room, Conington Airfield (\*Upstairs, if this proves inaccessible can move to conservatory downstairs) |

Prepared by J Osborn, Clerk to the Council, 4 May 2023

SIGNED: ………………………………………………………………………………………………..DATE…………………………………................