

BENEFIELD PARISH COUNCIL

Minutes of the Annual Parish Council Meeting and Full Parish Council Meeting held by Zoom on Monday 18th May 2020

Minutes of the Annual Parish Council Meeting

- 507 Cllr Tarbuck proposed that Cllr Tadman be re-elected as Chairman, Cllr Parkhouse seconded the proposal with everyone in favour. Cllr Tadman accepted the position.
- 508 Cllr Tarbuck proposed that Cllr Cutmore be re-elected as Vice-Chairman, Cllr Shatford seconded the proposal with everyone in favour.
- 509 Mrs. D Pridmore has agreed to continue as **Representative of Trustee to 401st Bombardment Group** on behalf of the Parish Council
- 510 Cllr Parkhouse proposed that the Parish Council **Adopt** the Access Request Procedure, Code of Conduct Policy, Complaint Procedure, Data Breach Policy, Data Protection Policy, Financial Regulations, Records Retention Policy, Risk Assessment, and Standing Orders, Cllr Tarbuck seconded the proposal with everyone in agreement.
- 511 Fixed Asset Register will be reviewed at the next Full Parish Council.

Councillors Present	Jason Cutmore, Charles Parkhouse, Graham Shatford, Ian Tadman (Chair) and Alan Tarbuck
Also Present	District Councillor Vowles and Mrs S Cook (Clerk)

Minutes of the Full Parish Council Meeting

- 512 **Apologies** had been received Cllrs Naylor and Pridmore both were accepted.
- 513 There were no **declarations of interest**
- 514 **There no members of the public present.**
- 515 **District Councillor Vowles reported** that the first meeting of the new shadow North Northamptonshire Council will take place on 4th June in Corby.
There is still some confusion as to how the developers at the Wheatsheaf will be enforced in 2 years' time to replace the slates on plot 5 with Collyweston slate as ENC will no longer exist. Cllr Tarbuck confirmed to Cllr Vowles that the Parish Council do not have a problem with what is on the roof of plot 5 however the main building **must** have Collyweston Slate on it.
Work on North Bridge should be re-starting in June, accommodation has been the problem for the contractors during COVID-19. When work restarts, they have a 11-week program to complete the work.
- 516 **The Minutes of the Meeting held on 24th February** were approved as a true record and will be signed electronically.
- 517 **Matters Arising from the meeting held on 24th February**
- Pathfinder II:** Cllr Tadman reported that at the moment no one has any idea as to how to spend the residual funds, it was agreed to see if anything transpires in the next few months.
 - Street Lighting** – Cllr Pridmore sent the following report “the street lights in Lower and one in Upper have upgraded. Street light 11 which is along the Glapthorn Road and 16 Main Street Upper both require new boxes and lanterns at a cost of £700 plus VAT each and Street Light number 15 Main Street Upper require a new lantern at a cost of £280 plus VAT.” It was resolved that this work should be deferred until later in year.
 - Grass Cutting and hiring Stump Grinder:** Cllr Tadman requested that the Parish Council hire a stump grinder for a week-end to remove the tree stumps by the wooden gate structures in Upper as the sumps are not low enough to

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allow the grass to be cut. The cost will be in the region of £150 for the weekend, this was agreed.

- d. **Outstanding Highway Issues** – The Clerk reported that the Wooden Gate structure at the entrance to Upper from Weldon has at long last been replaced. The Travellers are still in Chippings Layby and cannot be moved until COVID-19 Lockdown has been lifted, all the authorities that need to know of the situation do.
The Clerk will also report the state of the Benefield to Deenethorpe Road to NCC has several large potholes have appeared along with deep ruts in the grass due to vehicles using the grass verges to pass one another.
- e. **Vehicle Activated Sign** – All Lottery Grants have been suspended due to COVID-19 unless the grant is for a charity helping with COVID-19.
- f. **The Annual Litter Pick** was cancelled due to COVID-19. New date to fixed for hopefully later this year.
- g. The Clerk reported that due to COVID-19 the Community Payback Team are not working at present so no further progress has been made with siding out the footpath between Upper and Lower or Main Street in Upper.

518 Financial Matters:

- a. The Year End Accounts have been audited by Mr James, who found no anomalies. The Parish Council had an income of £8634, expenditure of £11965 and has a residual of £8702 in the bank. Cllr Tarbuck proposed that the accounts be approved, Cllr Shatford seconded the proposal with everyone in agreement. Cllr Tadman and the Clerk will sign AGAR part 1 and part 2 remotely
- b. The Clerk confirmed that as of 1st May there was £11901.71 in the Bank, which includes £429.69 Pathfinder II monies, the first half of the precept £3500 from ENC.
- c. It was resolved to pay the following in line with relevant legislation.

Details	Value	Cheque No.
E-on Maintenance	£67.43	678
E-on Repairs	£1860.00	678
Zurich Insurance	£525.48	679
E-on Energy	£341.12	680
Sue Cook Salary & Expenses	£389.45	681
Sue Cook reimbursement for ICO renewal	£40.00	681
Sue Cook reimbursement for website	£51.00	681
Tom James Internal Audit	£80.00	682
Leicestershire Gardens	£200.00	683

519 There were no new **Planning** Application to discuss:

Outstanding Applications waiting for Decisions from East Northamptonshire Council since 24th February

- i. 20/00425/FUL Removal of Collyweston slate (retrospectively) and replace with Siga conservation roof slates on Plot 5 for a temporary period of 2 years at The Benefield Wheatsheaf
 - ii. 20/00244/AMD (18/02423/FUL) Non material amendment of retain of existing plot 2 at Benefield Wheatsheaf – Awaiting decision
 - iii. 19/01453/FUL – Garage at Ashley Farm House Upper – Refused at Appeal
- 520 The following items of **correspondence** had been circulated to the Councillors prior to this meeting. All were noted with no further action.
- i. NCALC updates

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- ii. Interim arrangements for North & West Northamptonshire Councils
- iii. ENC Updates

521 Future Agenda Items/Business.

- a. The Clerk has ordered a new copy of Arnold Baker, cost to be shared with 3 other Parish Councils.

522 Date of the next meeting: Monday 29th June 2020

This being all the business the meeting was closed at 7:00 p.m.

Action Points	To be returned at Council Meeting Date
Lottery Grant	June Meeting
Siding Out Footpaths	June Meeting
Map of Land Owners	June Meeting
Gateways Lower	Meeting to confirmed