

NASSINGTON PARISH COUNCIL



MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday 13th October 2021 at 7.30 pm

21/1928 ATTENDANCE AND APOLOGIES FOR ABSENCE

Present: Cllr Alan Burns, Cllr Rebecca Downey, Cllr Robert Peterson (Chairman) Officer present: The clerk. A member of the public present and to item 4 / minute 1931, three additional members of the public. There was a discussion regarding the status or otherwise of Paul Monks as a parish councillor and the clerk undertook to clarify the situation.

21/1929 DECLARATIONS OF INTEREST

There were none.

21/1930 MINUTES OF THE MEETING HELD IN SEPTEMBER 2021 AS PREVIOUSLY CIRCULATED.

It was *RESOLVED* to approve the minutes of the September parish council meetings. The chairman signed the minutes.

21/1931 CO-OPTION OF NEW MEMBERS TO THE PARISH COUNCIL AS PREVIOUSLY CIRCULATED.

It was *RESOLVED* to co-opt Shane Rickwood, Derrick Mortimer and Elliot Clark to the parish council.

21/1932 QUESTIONS OR ADDRESS FROM MEMBERS OF THE PUBLIC:

There were none.

21/1933 OPPORTUNITY FOR DISCUSSION WITH NASSINGTON CRICKET CLUB

There was a discussion with Matt Blakeley, the chairman of the cricket club who was kindly in attendance, to consider forward plans for the sports pavilion facilities and the playing field in general:

- The works on the pavilion are going to plan, and in accordance with building regulation requirements, with local authority officers inspecting and signing off works as necessary.
- In common with most supplies and materials at the current time, the costs have risen since the project was first costed. This means that additional funding might have to be sought by the cricket club. The parish council will assist where it can with grant fund applications, perhaps even as principal applicant, being the owner of the premises.
- There was a possibility a new cable was provided to the carpark area about ten years previously during preschool building construction and that a 3-phase circuit was laid for future-proofing supply at the time. However, if this is not the case, there might be considerable expense to provide the 3-phase standard of electricity supply capable of coping with simultaneous electric showers running.
- The club has £15m public liability insurance and will forward documentation to pass to the parish council's insurers. It was made clear that the parish council's insurers expect that the club's insurance will indemnify the parish council against all claims that may arise from incidences associated with cricket club activity. The parish council reaffirmed the necessity for risk assessment and appropriate actions to minimise harm to users. Risk analysis of the cricket matches' proximity to the play equipment at the field and the possibility of mitigation by way of steel curtains or barriers or similar has not been addressed yet.
- The cricket club is responsible for keeping ".....in good repair and condition (with the grass areas properly mown and fertilized) and maintained in a clean condition and tidy state the playing field car park and children's play area (excluding the equipment on the children's play area)"ⁱ. The new gym equipment at the playing field was installed on the northmost part of the field to avoid interference with the cricket outfield, but the placement of its fencing has created an awkwardness for the maneuverability of the tractor gang mowers used to cut the main outfield, so an alternative method will be necessary. In the interim, other arrangements have been put in place and the parish council's grounds-works contractor has been carrying out much of the work
- The clerk will approach the building company currently constructing new houses in the village to request donation of or funding towards a brush-cutter.
- Grant funding will also be sought towards a ride on / Ransom cutter type machine, again with the possibility that the parish council will apply as a principal recipient.
- The clerk will discuss the possibility of additional container storage at the playing field with the scout group.

21/1934 NEIGHBOURHOOD PLAN:

There was a brief overview of the history of the Neighbourhood Development Plan project, its reason for coming to fruition and the overarching aims of allowing the village to continue to grow, but in a managed, sympathetic and cohesive way.

A steering committee meeting had taken place the previous Monday which had focused on the feedback from the village open days in September. From there the formation of some sub-committee groups which will 'drill down' to prepare background information to help formulate the plan's policies.

21/1935 PLANNING AND DEVELOPMENT:

- NE/21/01449/FUL | Single storey stone rear extension; replacement of two french doors/brick pier with bi fold doors to the existing rear extension and two new windows to the existing side elevation (reception room) | 65 Church Street: It was **RESOLVED** that the council has no objections or further comment to make.

- Black Horse – ACV application opportunity for discussion. It was **RESOLVED** to withdraw the current nomination to have the premises listed as an Asset of Community value. The council has seen sight of papers from the land agents to the potential buyer's solicitors confirming the sale and giving particulars in a Notification of Sale documents and is content to support the conveyance of the premises and business as a pub. The situation will be reassessed in due course

- An application seeking development consent for upgrading section of the A47 between Wansford and Sutton, west of Peterborough, to a new dual carriageway partly to the north and partly to the south of the existing A47 plus a free flow link from the A1 southbound was noted and no comments would be submitted as the council has no comments to make.

21/1936 COMMUNITY MATTERS / PROJECTS:

- Jubilee 2022 project: The council was updated on outcomes of some working group meetings that had taken place. The marquee and fireworks are booked, and the council is in discussions with bands and disco provider as well as potential pop-up bar provision and fast / street food vendors. The general format will be as in previous years – fully inclusive, 'bring-your-own' or use the facilities, with activities in the afternoon and evening party.

- Pocket parks update – It was agreed that the council will fund refreshments for volunteers on 31st October at a working party event to assist RHAB contractors who are kindly donating materials and time for the installation of fencing. RHAB has provided a comprehensive risk assessment for the activity.

- Civic initiatives: It was noted that there is a map section on the website as part of the ongoing encouragement of walking for wellbeing. It was agreed that the additional benches installed in the village have been well received by residents and visitors alike and it is timely to consider replacing benches that have been in situ for some time, possibly one as a commemorative bench to mark the Queen's platinum jubilee the following year.

It was also agreed that an ideal complement to the contemporary walking initiative would be some interpretation / map boards to replace those which have disappeared over time. The clerk will obtain some mock up ideas for further consideration.

Other initiatives include verge side gates to mark the village entrances, a speed indicator device, a grant programme and additions to the playground.

- Church wildflower garden: The council fully supports the proposal that the church organises a volunteer party to plant a wildflower to the north of churchyard between the footpath and the boundary wall that runs east to west alongside St Marys Green. An allowance will be included in the 222/23 budget for the maintenance of the area.

- An invitation to Fenn Close phase 3 completion celebration / Easter event on 7th April 2022 2pm was noted.

21/1937 GOVERNANCE MATTERS:

• The response from external auditor PKF Littlejohn external auditor was noted. Except for the matters following, on the basis of the review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in the opinion of the auditor, the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters had come to its attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

- The AGAR was not accurately completed before submission for review:
 - The figures in Section 2, Box 2 of the prior year comparative column do not agree to the prior year final signed AGAR. The smaller authority has confirmed that Box 2 of the prior year comparative column should read £48,635.
 - Section 1, Assertion 5 has been incorrectly completed. The smaller authority has confirmed it has not carried out risk assessment procedures during 2020/21.

(There had been a transposition of numbers on the AGAR form in box 2 and the council had incorrectly stated that it had carried out an assessment of the risks it faces during the 2020/21 financial year period, but it had in fact carried out the risk assessment in January 2020, so outside the financial year.)

• Six month accounts to 30th September 2021 had been circulated in advance of the meeting. It was **RESOLVED** to approve the accounts as an accurate reflections of business to date and current assets, which stood at:

ledger balance current account	2,280.29
Nationwide 95 day saver	50,030.83
Tailored reserve	74,254.04
Pockit prepayment card (petty cash)	177.14
Total cash:	126,742.30

21/1938 ALLOTMENTS UPDATE:

• The allotments had been inspected on the last weekend of September. The council is dismayed at how little work has been carried out on the plots and, with few notable exceptions, plots appear unworked and unattended.

• It was agreed that as invoices are overdue for distribution, when they are sent out, it would be with a cover to explain in the strongest possible terms that the council will be evicting anyone who is not looking after their plot. If this necessitates a reorganisation of the layout of the allotment area and re-purposing of part of the land, that action would follow.

21/1939 FINANCIAL MATTERS:

It was **RESOLVED** to approve the following invoices accounts for payment or paid under delegated authority:

Goods/Service	Payee	Nett	Gross	Power
Grasscutting	Plough		360.00	HA ⁱⁱ S96 PHA ⁱⁱⁱ S164
2nd qtr paye	hmrc		511.70	<u>PAYE regulations</u>
NDP consultancy	YourLocale	2,500.00	3,000.00	<u>Localism T&C PA</u> 1190S61F(1),(2) ^{iv}
NDP consultancy - consultation	YourLocale	2,500.00	3,000.00	<u>Localism T&C PA</u> 1190S61F(1),(2) ^v
Audit fee	PKF Littlejohn	300.00	360.00	Audit Fees LGA ^{vi} 111
Fencing at pocket park	RHAB	131.25	157.50	PHA ^{vii} S164
S'lighting maintenance 2nd qtr	Eon	165.06	198.07	PC Act and Highways Act ^{viii}
S'lighting maintenance 3rd qtr	Eon	165.06	198.07	PC Act and Highways Act ^{ix}

Salary	Sarah Rodger		590.52	LGA* 112
Pension	Nest		99.61	(Pensions Act 2008)

21/1940 OFFICIAL ANNOUNCEMENTS, NOTICES OR REPORTS / CORRESPONDENCE / REPRESENTATIONS OF NOTE:

Works are imminently about to commence at the cemetery porch.

21/1941 NEWSLETTER / SOCIAL MEDIA / COMMUNITY COMMUNICATIONS.

Newsletter to include: grants; new councillors and vacancies; Neighbourhood Development Plan committees; allotments – quarter plot availability

21/1942 FUTURE AGENDA ITEMS / MATTERS TO BE CARRIED FORWARD

Members were reminded to let the clerk have agenda items at least one week before the meeting.

DATE OF NEXT MEETING: 10TH NOVEMBER 2021 7.30PM

Approved by Nassington Parish Council:

Signature of Chairman		Date:
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ⁱ Lease, signed July 2020 clause 4.1.5

ⁱⁱ HA- Highways Act 1980

ⁱⁱⁱ Public Health Act 1875

^{iv} T&CPA Town & Country Planning Act 1990

^v T&CPA Town & Country Planning Act 1990

^{vi} LGA – Local Government Act 1972

^{vii} Public Health Act 1875

^{viii} Parish Councils Act 1957 s3 / Highways Act 1980 s301

^{ix} Parish Councils Act 1957 s3 / Highways Act 1980 s301

^x LGA – Local Government Act 1972