

# LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk (Minutes): Penny Wood

**Minutes of the Meeting held on Wednesday 6th November 2019 at 7:30 at the Green Man** (These Minutes are considered draft until ratified at the next Parish Council Meeting)

Present Councillors: B Mysak (Chairman), J Caress, N Cook, D. Swanson, G. Troughton.

**OPEN MEETING** - Members of the Public, none.

**1911/01 To Receive Apologies and Reasons for Non-Attendance**

**Apologies:** J Caress

**1911/02 Chairman's Opening Remarks**

**1911/03 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

None

**1911/04 To Receive and Approve the Minutes of the Parish Council Meeting 4 September 2019**

Cllr B Mysak proposed, Cllr N Cook seconded

**1911/05 Matters Arising:** none

**1911/06 Still two vacancies on Council.** If you are interested and want to know more about what is involved, please contact the Chairman.

**1911/07 Clerk's Report**

**1911/07.1 Finance to 31 Oct, Income **£7,717****

Finance to 31 Oct, Expenditure **£3,320**

Since Sept Interest received **£3**

Thanks to Social Committee for their donation to parish insurance (not yet banked) **£100**

Paid to RH Martin, 2nd of 2 payments for Village and Churchyard Grass-cutting **£500**

Paid to RH Martin, for Petrol purchased for grass cutting **£260**

Paid to Netwise, Std Package Support & Maintenance (not prev minuted) **£250**

Paid to Netwise, Domain Renewal (not prev minuted) **£15**

Bank Balance (includes recommended minimum reserve) **£10,353**

New bill received: £312.25 (Strimming and petrol)

**1911/07.2 Bank Reconciliation to end of Oct:** Reconciled in full. Cashbook in line with Bank Statement.

Cllr Mysak to move £1000 from savings account to current account

**1911/07.3 Banking:** No issues at present.

**1911/07.4 Certificate of Exemption** Cllr. Mysak to list action points.

Recommended to code defibrillator differently because it was bought for benefit of the village.

- 1911/07.5 Annual Review of Policy Documents:** Financial Regulations - no changes (BM/NC)  
Standing orders: Revert back to 2017 (pre GDPR) plus GDPR amendments. (agreed Cllrs. NC/JC)  
These policies will be circulated together Risk Assessment and Privacy Policies for approval prior to publication on the website. To be agreed at the Meeting.
- Postponed to next meeting to allow time to be read by Council
- 1911/07.6 Assets:** the list goes back at least 20 years. Stays at purchase cost until written off. Cllrs. NC and JC to approve writing off of swings.
- Approx. £90,000 worth of assets. Need to consider what to spend money on in future.
- 1911/07.7 2020/2021 Budget and Precept Request:** Council to discuss proposed budget and agree Precept Request. (to be returned before Dec 12).
- Proposed: Cllr Mysak, Seconded Cllr Cook and agreed by all present
- 1911/08 Planning Report: Cllr JC**  
No new items.
- 1911/09 Playing field report: Cllr BM**  
Swing replacement: Awaiting quotations for repair (welded sleeve supports).  
Actions arising from the Inspection Report: most items are minimal. Zip wire needs tightening up. Cllr. BM to send order to Wickstead. Grub screws resolved by Cllr Troughton. No high priorities
- New baskets to be purchased when swings are functioning
- 1911/10 Tree report: Cllr NC**  
Ongoing interest in replacing the dead tree at no. 29. £48.50 for new Silver Birch replacement. Purchase recommended and proposed CllrNC. Seconded BM. Agreed.
- Tree Maintenance Stauch Hill East (incl No 3) concerned about sycamore tree roots going into segue and under house. Follow up by Cllrs NC/ BM) to see if any action is planned.  
New tree survey to be carried out and updated by Cllr. NC plus parishioner
- Cllrs Cook and Troughton to investigate protection of newly planted trees. Will carry out survey.
- 1911/11 Defibrillator: Cllr Mysak**  
CTV: Council to seek quotation on the installation of the CCTV.
- General consensus that CCTV would be a waste of money.  
Also would need a licence. £ 135 from LBSC to be held until needed (could be LBSC!)
- 1911/12 Annual Grass Cutting of the A14 junction:** Although the grass has now been cut, it still is difficult to see the eastbound carriageway clearly because when in the centre of the crossover lane. Cllr. Mysak will try to arrange the meeting which was promised by Highways last year.
- No progress made. Cllr Mysak continues to ramp up pressure. Getting District/ County Councillors involved.
- 1911/13 Website update:**
- Agendas and Minutes up to date as of May 1. Financials still need to be updated. Cllr BM to action

Confirmation of Councillor contact details. Cllrs GT and DS to confirm (Cllr. NC and JC happy to give email and mobile no. for website. They will email Cllr. BM with permission. Other Councillors are requested to do same).

Latest Policy Documents to be added after final approval by Councillors. Meeting to agree.

**1911/14 War memorial posts in need of refurbishment/ replacement:** worst post has been replaced.

**1911/15 Refurbishment of village notice board:** Posts and painting completed. Some further work on the glass doors and possible replacement of the flower containers.

**1911/16 Check/ maintainance of other village street furniture:**  
Bench: broken by parishioner has been repaired.  
Council to consider carrying out a general survey for repair and maintenance.

**1911/19 Correspondence:** items of note:  
HDC Countryside Services Volunteer Recruitment Poster  
Community First Responder's (CFR), group (East of England Ambulance)  
Houses in Multiple Occupation  
Cambridgeshire Local Councils Conference 2019

**1911/20 Any Other Business**

Cllr Cook reported on spring flowers planted in areas leading in and out of village by LB Gardening Club

New **Dates of future Meetings: 8 January 2020, 4 March, 6 May**

**Signed Acting Clerk: Bohdan Mysak**

**Date: November 7th 2019**