

# LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk (Minutes): BM

## Minutes of the Meeting of Thursday 2 July 2020

(These Minutes are considered draft until ratified at the next Parish Council Meeting)

Present Councillors: B Mysak (Chairman), N Cook, G Troughton, D Swanson, S Roberts

OPEN  
MEETING

Nothing raised. Members of the Public - none.

### 2007/01 To Receive Apologies and Reasons for Non-Attendance

Cllr: Apologies: Penny Wood (bereavement), J Caress [post Meeting]

### 2007/02 Chairman's Opening Remarks

None

### 2007/03 Declarations of Interests for Members (Disclosable Pecuniary Interests)

None

### 2007/04 To Receive and Approve the Minutes of the Parish Council Meeting, 6 May 2020

Proposed, Cllr BM; Seconded Cllr NC - All in agreement.

### 2007/05 Matters Arising:

2007/06 Parish Council complement: 1 vacancy remaining

### 2007/07 Clerk's Report

2007/07.1 Income to 30 Jun - **£7,519**

May-June Expenditure to 30 June - **£2,806**

Interest received since last Meeting - **£3** (Do we need a Savings Account)?

Councillors agreed that, with the very low interest rate (0.01%), the Savings Account monies should be rolled up into the Current Account.

**Payments**

Paid to Netwise, Annual Standard Package Support & Maintenance - **£250**

**May-June**

Paid to Clerk, re Domain Renewal - **£15**

Paid to Wicksteed, New swings (including fitting) - **£1,034.88**

Paid to Clerk, re paint for swings - **£16.25**

Paid to Saywells, re swings repairs - **£360**

DID NOT Pay to CAPALC, re annual affiliation fee- **£161.82**, as little usage. Agreed, pro tem, to "pay as you go".

Pay to Kompan, Zip wire maintenance and retensioning - **£180**

Pay to Clerk, re Protektamat for swing repairs - **£14.99**

Pay to RH Martin, re Village grass cutting (playing field, other public areas) - **£513.00**

Pay to D Hinchliffe, re village grass strimming, fuel, consumables) - **£339.34**

Above payments (in red) were proposed by Cllr BM, Seconded by Cllr NC and agreed by all.

**2007/07.2 Bank Reconciliation to end of May:**

Reconciled, with Wicksteed and Kompan to clear.

**2007/07.3 Banking:**

Payment £19 received for Postcrete sold to Cllr NC.

Bank Balance at 30 June - **£15,670** (includes recommended minimum reserve)

**2007/07.4 Certificate of Exemption & Internal Audit:**

Chairman passed relevant documents to Internal Auditor for inspection. Internal Audit completed with no adverse comments other than 1 error in VAT, which has been corrected.

Certificate of Exemption sent to External Auditor.

Audit documents posted on website and notice board.

**2007/07.5 Annual Review of Policy Documents:**

1 - Code of Conduct - no change

2 - Standing Orders - revised version to be circulated by Cllr BM

3 - Financial Regulations - revised version to be circulated by Cllr BM

**2007/07.5**

4 - Risk Management Policy - no change

5 - Health and Safety Policy - no change

6 - Data Privacy and Protection Policy - new version to be circulated by Cllr BM

7 - Equal Opportunities Policy - no change

8 - Publication (Transparency) Policy - no change

Cllr BM to add unchanged documents to website.  
Cllr BM to circulate outstanding Policies to Council for approval. Once agreed these will be added to the website.

**2007/07.6 Assets:**

List goes back at least 20 years. Items stay at purchase cost until written off.  
Cllrs still to discuss list and make recommendations for write off/ disposal.  
Value of assets stands at c£83,000 (tennis court and play items account for a large part of the total)

**2007/08 Planning Report: Cllr JC (absent)**

**Planning application for MX track outside Old Weston: No letter of consultation has been received by LBPC (and three other parishes), although stated to have been sent.**

Cllr BM attended a Zoom meeting with other local Chairmen, including those of Old Weston and Brington/ Molesworth (most immediately affected parishes).

The recommendation was that a trial meet should be arranged to gauge the impact of noise and nuisance. However, as this would likely breach COVID restrictions, any planning decision should be postponed until after the trial.

Brington is putting together the planning objections which will be circulated to other PCs for them to use officially.

Cllr BM reported that the planning permission was on hold due to some unanswered questions by the applicant and current priorities of Planning.

Meantime, **individuals should make their own comments or objections on the HDC website.**

**2007/09 Playing field report: Cllr BM**

New swings are in place. There is still a little remedial work to do around this area which should be completed within the next few days.

Parents are asked to be patient **as the playground is officially still closed.**

Zip wire has been inspected and maintained.

A resident will provide new signage which will be placed on the notice board. **Cllr BM to arrange.**

It was agreed to replace the old notice board with something more modern and this has been done. Keys are with Cllr NC and BM. [ Post Meeting Cllr BM passed key to Cllr SR]

The trees/ bushes need cutting back Do we do it ourselves or arrange for it to be done? A quotation for this and one or two other areas was to be sought from DH.

[Post Meeting]: the annual inspection took place 8 July. The report should be available within a couple of weeks

**2007/10 Tree report: Cllr NC**

a) Tree Maintenance Staunth Hill East (incl No 3) concerned about sycamore tree roots going into segue and under house.

b) Horse chestnut tree near pub may need to come down as it appears to be failing.

County Cllr has visited, seen the problem trees and reported to Highways Agency.  
Awaiting response on what action is to be taken.

Additional tree problems (root damage) identified in The Avenue to be reported to Highway Agency. [The report was made post Meeting].

New tree survey to be carried out and updated by Cllr. NC plus parishioner.

**2007/11 Annual Grass Cutting of the A14 junction:**

Because of the lockdown, we can expect a delay caused by the backlog of work.  
Cllr Swanson has followed up with Highways and will confirm when the work is scheduled to take place.

Cllr Cook has taken pictures which show the limitation on traffic approaching the junction from the Kettering side.

**2007/12 Website update:**

<https://leightonbromswold-pc.org.uk/> is up to date with Audit Return documents, Agendas and Minutes.

Procedures and Policies will be added after the Meeting.

Statistics showing erroneous data for last month - 2004 visits! Daily hits look more reliable at 12-15 hits per day.  
Checking with Netflix.

**2007/13 Refurbishment of village notice board:**

Cllr BM has installed the repaired notice board door and suggested a repainting of the board which he will carry out.

**2007/14 Check/ maintainance of other village street furniture:**

Council to carry out survey at same time as annual risk assessment (within next 3 months) - All

**2007/15 Village drains**

HDC carried out drain cleaning on The Avenue and Sheep Street.

**2007/16 Highways: 20 mph speed limit for the village and other traffic calming**

Council to arrange for temporary speed monitors to collect data on traffic usage and speeds once lockdown is eased.

**2007/17 Correspondence:**

Regular updates from Cambridge & Peterborough Combined Authority.  
Is there anyone who needs assistance from outside the village? If so, please contact any Council Member.

**2007/18 Any Other Business**

**Parish Archive:** Councillors to check what we have and what may be destroyed.

**Footpaths: Maintenance check with landowners - Cllr GT**

**New**

**Dates of future Meetings: Sept 2; Nov 4; Jan 6 2021.  
Annual Parish Meeting - date to be set post lockdown.**

**Signed Acting Clerk: Bohdan Mysak**

**Date: 9 July 2020**