

LEIGHTON BROMSWOLD PARISH COUNCIL

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

YR 2020/21

NOTICE and AGENDA

Dear Member, You are hereby summoned to attend the Parish Council Meeting which will be held on Wednesday 4 November at 7.30pm in St Mary's Church to deal with the following business -

Public and Press are invited to attend. **Social distancing to be observed.**

OPEN MEETING

Each person wishing to address the Council can speak for a maximum of 3 minutes, subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

2011/01 **To Receive Apologies and Reasons for Non-Attendance**

2011/02 **Chairman's Opening Remarks**

2011/03 **Declarations of Interests for Members (Disclosable Pecuniary Interests)**

2011/04 **To Receive and Approve the Minutes of the Parish Council Meeting, 2 July 2020. Proposed, Cllr BM**

2011/05 **Matters Arising:**

2011/06 **Parish Council complement: 1 vacancy exists**

2011/07 **Clerk's Report**

2011/07.1

Income to 31 Oct - **£7,703**

Expenditure to 31 Oct - **£4,142**

Sept Interest received since last Meeting - **£1.04** (Savings Account no longer used).

Pay to Summer Buildings, re park bench - **£189**

Pay to Clerk, Royal British Legion Community wreath - **£50**

Pay to Safelincs, Replacement Defib pads - **£98.39**

Pay to Ask IT, re laptop data recovery and repair - **£40.00**

Pay to Clerk, re Sabrent 4-port hub for laptop - **£9.99**

Pay to Clerk, re virus software TotalAV - **£22.80**

Pay to Clerk, re Wickes concrete materials - **£23.65**

Bank Balance at 31 Oct (includes recommended minimum reserve) - **£13,303**

- 2011/07.2 Bank Reconciliation to end of Oct:**
- Fully reconciled.
- 2011/07.3 Precept for 2021/ 2022**
- Council to agree Budget and Precept for the next Council year beginning in April
- 2011/07.4 Annual Review of Policy Documents:**
- 1 - Code of Conduct - no change. **Cllr BM to post on website.**
 - 2 - Standing Orders - **revised version to be circulated by Cllr BM and agreed.**
 - 3 - Financial Regulations - **revised version to be circulated by Cllr BM and agreed**
 - 4 - Risk Management Policy - no change. **Cllr BM to post on website.**
 - 5 - Health and Safety Policy - no change. **Cllr BM to post on website.**
 - 6 - Data Privacy and Protection Policy - **new version to be circulated by Cllr BM and agreed**
 - 7 - Equal Opportunities Policy - no change. **Cllr BM to post on website.**
 - 8 - Publication (Transparency) Policy - no change. **Cllr BM to post on website.**
- Cllr Mysak read out and proposed a draft of the Data Privacy and Protection Policy. Owing to printer problems, copies could not be circulated but would be sent to Members after the Meeting for their comments/ agreement, together with the revised (slightly) Standing Orders and Financial Regulations.
- Cllr Mysak would post all Policy documents on the website before the end of September.**
- Assets:**
- 2011/07.6** List goes back at least 20 years. Items stay at purchase cost until written off.
Cllrs. to review list and make recommendations for write off/ disposal at the next Meeting.
- 2011/07 Planning Report: Cllr JC**
- MotoX in Old Weston:** MOD has posted an objection based on "breach of covenant" as property was sold with restriction of use for agriculture only.
Cllr BM to check with OWPC on planning application.
- Luton Airport Consultation on proposed new Holding Area over Huntingdon Area.**
Council to discuss the action to be taken.
- 2011/09 Playing field report: Cllr BM**
- Playground is now officially open. However, we ask all residents to follow the government guidance on distance and hand washing.
- New signs have been installed by Cllr Roberts. These are temporary and will be made permanent after taking feedback/ comments from users.
- Tree maintenance has taken place. Awaiting invoice.
- Replacement bench has been delivered.
Cllrs SR/ DS to organise concrete base and installation.
- 2011/10 Tree report: Cllr NC**

- a) Tree Maintenance Staunch 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.
- c) Additional tree problems (root damage) identified in The Avenue.

No response from Highways, so it is taken that the map we have is correct, the trees are all on Highways land.

Such being the case, any damage will be the responsibility of the Highways Agency.

Council to discuss what action should be taken.

Cllr BM has looked at the legal position to help decide the next course of action.

See <https://www.inbrief.co.uk/neighbour-disputes/damage-caused-by-roots/>

(Copy and paste into internet browser)

Cllr NC to carry out a full tree survey with assistance from our resident tree expert (delayed because of ill health).

2011/11 Annual Grass Cutting of the A14 junction:

Cutting has been done during July.

Cllr BM to write to Highways to request an earlier cut in future years.

2011/12 Website update:

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

Cllr BM to add Procedures and Policies after the Meeting.

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

Cllr BM to check with Netwise.

2011/13 Refurbishment of village notice board:

The painting has now been done.

However, the pin back boards need replacement and more wood stain obtained (£20-£30) to complete the refresh.

2011/14 Annual Risk Assessment, including check/ maintenance of assets:

Council to carry out survey at same time as annual risk assessment (before end November) - All

2011/15 Village drainage

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

Cllr NC to report the silted drain off the Avenue by the pub and also raise the matter with Smiths Gore from whose land much of the water is flowing.

Cllr DS (Highways) to follow up.

Flooding on Staunch Hill:

Both Highways and Anglian Water have been to look at the problem, which appears to be as the result of a blocked/ broken storm drain. However, as we do not have any expectation of early action, the problem will be looked in the next two weeks by a local farmer who, hopefully will be able to clear the blockage.

Cllr DS (Highways) is following up.

- 2011/16 Highways: 20 mph speed limit for the village and other traffic calming**
- Application for grant funding for MVAs has been made.
Awaiting response to our application.
- 2011/17 Footpaths:: Parish Walkabout**
- The objective is to provide parishioners with the ability to walk around the parish by way of public footpaths and access permissions.
Cllr GT to outline actions to be taken.
- 2011/18 Parish Archive:**
- Council needs to check what we have and what may be destroyed.**
- 2011/19 Problem of water discharge down Staunch Hill**
- Cllr NC has reported dirty water flow continues to be a problem on Staunch Hill. [Post Meeting: Anglian Water Job No. 57856370].
- 2011/20 Footpath sign on Staunch Hill has been knocked down.**
- Cllr GT to report the problem and request the repair**
- 2011/21 Correspondence:**
- Nothing of import other than circulated.
- 2011/22 Any Other Business**
- If anyone wishes to receive copies of future Agendas/ Minutes by email, please send an email request to Cllr BM, with your permission for your contact details to be added to the Parish mailing list.**
- New Dates of future Meetings: Jan 6 2021; 3 March 2021.
Annual Parish Meeting - date to be set post lockdown.**
- Signed Acting Clerk: Bohdan Mysak**
- Date: 29 Oct 2020**