

LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk (Minutes): BM

Minutes of the Meeting of Wednesday 6 January 2021

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

Present	Cllrs. B Mysak (Chairman), N Cook (Deputy), G Troughton, J Caress, D Swann, S Roberts, A Clark			
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. Nothing raised. Members of the Public - none.			
2101/01	To Receive Apologies and Reasons for Non-Attendance None.			
2101/02	Chairman's Opening Remarks Induction of new Councillor, A Clark, (Acceptance of Pecuniary Interest Form and signing of Acceptance of Office). Confirmation of Council at full strength (7).			
2101/03	Declarations of Interests for Members (Disclosable Pecuniary Interests) None.			
2101/04	To Receive and Approve the Minutes of the Parish Council Meeting, 4 November 2020. Proposed, Cllr BM; Seconded Cllr NC. - Agreed			
2101/05	Matters Arising (not shown below): None			
2101/06	Parish Council complement: with induction of new Councillor, PC now at full strength (7)			
2101/07	Clerk's Report			
2101/07.1	<table border="1"><tr><td>Income to 31 Dec 2020 - £7,701</td></tr><tr><td>Expenditure to 31 Dec 2020 - £8,181</td></tr><tr><td>Interest received since Nov Meeting - £0</td></tr></table>	Income to 31 Dec 2020 - £7,701	Expenditure to 31 Dec 2020 - £8,181	Interest received since Nov Meeting - £0
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Payments

To D Hincliffe , re Strimmer Line - £11.07

To D Hincliffe , re Fuel - £5.50

To D Hincliffe , re Strimming Churchyard and Playing Field - £515.93

To RH Martin, re Village Grass cutting, 2nd half - £513.00

To RH Martin, re Village Grass cutting, fuel cost - £160.01

To TCM re tennis court renovation - £2,196.00

To Clerk, re 2 Heavy Duty Boot Scraper Mats - £17.98

To Netwise, re Basic and Standard V2 Upgrade - £399.00

To JR Gamblen, re mower maintenance - £220.28

Bank Balance at 31 Dec 2020 (includes recommended minimum reserve) - £9,264.26

2101/07.2 **Bank Reconciliation to end of Dec 2020:**

Fully reconciled

2101/07.3 **Precept for 2021/ 2022**

Precept Request for £7,500 has been sent to HDC and confirmed

2101/07.4 **Annual Review of Policy Documents:**

- 2101/07.5
- 1 - Code of Conduct - done
 - 2 - Standing Orders - done.
 - 3 - Financial Regulations - done
 - 4 - Risk Management Policy - **new Risk Policy draft to be circulated by Cllr BM**
 - 5 - Health and Safety Policy - done.
 - 6 - Data Privacy and Protection Policy - done.
 - 7 - Equal Opportunities Policy - done.
 - 8 - Publication (Transparency) Policy - done.

Documents have been posted to the website apart from Risk Assessment Policy.

Cllr BM to circulate draft document for agreement.

However, due to recent upgrade some documents are not visible and some not viewable.

Cllr BM to chase up up Netwise for corrective action.

2101/07.6

Assets

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.

Council has assets of c £80,000, mainly in the value of the tennis court and play equipment. A contingency fund is being built up for eventual replacement/ new items from savings made in the budget. (the refurbishment of the tennis court was made possible by monies from this fund).

It is likely that the sit-on mower will have to be replaced in the next 3/4 years which could cost about £5,000 (if new).

2101/07

Planning Report: Cllr JC

2101/07.1

MotoX in Old Weston:

The planning application has been refused on the basis of detrimental impact to the countryside.

2101/07.2

Luton Airport Consultation on proposed new Holding Area over Huntingdon Area.

PC was split on this proposal.

(Chairman did not use a casting vote against as there were only 2 objections from villagers on the proposal).

Cllr SR would be attending a consultation meeting on 11th Jan (as advertised in the Villager) and would post a reminder on FOL about the deadline for objections.

All residents of the parish are urged to send their comments to the Clerk at leightonbromswoldpc@hotmail.com and/ or Shailish Vara MP via <https://www.shaileshvara.com/contact>.

2101/07.3

Cllr JC had provided a summary of the original Plan for Council to review/ update and re-prioritise outstanding items before extending the discussion to all residents.

Cllrs to provide feedback on proposals on what has to be done.

2101/09

Playing field report: Cllr SR

2101/09.1

Playground is now officially open. However, we ask all residents to follow the government guidance on distance and hand washing.

2101/09.2

New signs have been installed by Cllr Roberts. These are temporary and will be made permanent after taking feedback/ comments from users.

For the future, we may be able to incorporate some of the messages onto a single sign.

2101/09.3

Cllr BM suggested that the exterior fence should be treated with woodstain/ preservative to smarten up the entrance to the recreation area.

Cllr NC said that the pressure washing would be done as part of the spring clean in March.

- 2101/09.4 Tree maintenance in the area has taken place and invoice now paid.
- 2101/09.5 Replacement bench has been erected and installed.
Thanks to Cllrs Roberts and Swanson for organizing and installing.
- 2101/09.6 Refurbishment of the tennis court has taken place and the court is being used again.
Thanks to Cllr SR and all involved in organizing and getting this done.
- 2101/10 **Tree report: Cllr NC**
- 2101/10.1 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.
- a) Residents advised on how to proceed to establish responsibility should damage occur: see <https://www.inbrief.co.uk/neighbour-disputes/damage-caused-by-roots/>
b) Clerk to request visit by County Tree Officer re action on horse chestnut on public land outside The Green Man.
C) As a) above
- 2101/10.2 **Cllr NC to carry out a full tree survey in the spring with assistance from our resident tree expert.**

Action outstanding.
- 2101/11 **A14**
- 2101/11.1 Grass cutting : Apparently, the junction has seen a second round of cutting but the central area has, again, been missed.
Cllr DS, as Highways Officer to follow up.

Cllr DS to recommend 2 cuts per annum, dates to be set by the village.
- 2101/11.2 County Councillor is organising a meeting with residents along the A14 to discuss road safety improvements].
Cllr DS to attend on behalf of Council.

Meeting Date not yet set.
- 2101/12 **Website:**
- 2101/12.1 **Cllr BM to add Procedures and Policies after the Meeting.**

See item 2101/07.5 above.

- 2101/12.2** **Statistics showing erroneous data.** Daily hits look more reliable at 12-15 hits per day. Netwise are not able to adjust the figures but have recommended tools to query web statistics.
Cllr BM to follow up.
- Action outstanding.
- 2101/12.3** Website has been upgraded: some errors with missing documents or erroneous links have been reported to Netwise.
Clerk to chase up fault correction.
- See item 2101/07.5 above.
- 2101/13** **Refurbishment of village notice board:**
Cllr NC to replace back boards; Cllr DS to replace lock and seal to prevent water from damaging notices.
- Action outstanding.
- 2101/14** **Annual Risk Assessment, including check/ maintainance of assets:**
Members to carry out survey at same time as annual risk assessment (before end November) - All
- Action outstanding.
- 2101/15** **Village drainage**
- 2101/15.1** **Drain clearing on the Avenue**
Silted drain off the Avenue by the pub and blocked drains on opposite side of road.
Cllr DS (Highways) to follow up.
- 2101/15.2** **Flooding on Staunch Hill**
- This is now resolved. The blocked drain was cleared and water is now running again in the drainage ditch.
A vote of thanks to the farmer was proposed and unanimously agreed.
- 2101/16** **Highways: 20 mph speed limit for the village and other traffic calming**
- Application for grant funding for MVAs has been made.
Still outstanding. Council awaits response to our application (likely to be in Q1 2021).
- 2101/17.1** **Footpaths:: Parish Walkabout**
Cllr GT has mapped out the whole route and colour coded the route to show where footpaths exist and where permissions would be required.
Once the land owners are identified, we can engage in discussion and see what can be achieved.
GT still to approach all landowners.

2101/18 Parish Archive: Council needs to check what we have and what may be destroyed.

Council to form working party when COVID rules permit.

2101/19 Correspondence:

NS Nothing of import other than circulated.

2101/20 Any Other Business:

2101/20.1 **Basketball net:** probably needs to be replaced/ moved.

Council needs feedback on whether there is sufficient interest by members of the village in having this done. Possible tie in with netball net)?

2101/20.2 Tree removal from verges on The Avenue:

Cllr BM to check with Conservation Officer on rules governing Leighton Bromswold and permissions required for felling trees.

2101/20.3 Please Drive carefully sign on OW road: damaged with one piece shorn off.

Cllr DS to report to Highways for replacement.

2101/20.4 Ditch Dredging

Dredged material left on verge: **Cllr DS to speak to farmer/ Highways to improve.**

Blocked footpath:

2101/20.5 **Cllr GT to organise clearance work as path beond Staunch Hill bridge is blocked by debris left behind by recent flooding.**

NS If anyone wishes to receive copies of future Agendas/ Minutes by email, please send an email request to Cllr BM (leightonbromswoldpc@hotmail.com), with your permission, so your contact details can be added to the Parish mailing list.

Dates of future Meetings: 3 March 2021.

New After this Meeting, we shall hold a short Annual Parish Council Meeting for election of Chairman and Deputy for 21/22

Then 5 May and 7 July

Annual Parish Meeting - date to be set post lockdown.

Signed Acting Clerk: Bohdan Mysak

Date: Thursday 13 January 2021