

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 3 March at 7.30pm by Zoom conference call** to deal with the following business -
Public and Press are invited to join.

Dial in details - Meeting ID:

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.

2103/01

To Receive Apologies and Reasons for Non-Attendance

2103/02

Chairman's Opening Remarks

2103/03

Declarations of Interests for Members (Disclosable Pecuniary Interests)

2103/04

To Receive and Approve the Minutes of the Parish Council Meeting, 6 January 2021.

2103/05

Matters Arising (not shown below):

2103/06

Parish Council complement: with induction of new Councillor, PC now at full strength (7)

2103/07

Clerk's Report (Cllr BM)

2103/07.1

Income to 28 Feb - £8576.32
Expenditure to 28 Feb 2021 - £9680.75
Interest received since Nov Meeting - £0
Pay to K+KJ Brookes re replacement mower - £1,500.00
Bank Balance at 28 Feb 2021 (includes recommended minimum reserve) - £8,639.26

Payments

2103/07.2

Bank Reconciliation to end of Feb 2021:

All payments and receipts up to date. Fully reconciled.

2103/07.3

Precept for 2021/ 2022

Precept (same as last year, £7,500) to be paid in April

2103/07.4 Annual Review of Policy Documents:

- 1 - Code of Conduct - Done
- 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 - **revised version to be circulated by Cllr BM and agreed.**
- 5 - Health and Safety Policy - Done.
- 6 - Data Privacy Policy - **new version to be circulated by Cllr BM and agreed**

2103/07.5

- 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 on Netwise for corrective action. Resolved

2103/07.6

Assets

List goes back at least 20 years. Items stay at purchase cost until written off.
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).

Cllrs. need to make a physical check of assets as soon as COVID restrictions are lifted.

Annual Risk Assessment, including check/ maintainance of assets:

2103/07.7

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

2103/08

Website and Village Notice Board:

2103/08.1

Cllr BM to add Procedures and Policies after the Meeting.

2103/08.2

Website 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.

2103/08.3

Website has been upgraded: some errors with missing documents or erroneous links have been reported to Netwise.
Now resolved

2103/08.4

Refurbishment of village notice board:
Cllr NC to replace back boards; Cllr DS to replace lock and seal to prevent water from damaging notices.

2103/09.1

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

2103/10

Planning Report: Cllr JC

2103/10.1

New items

2103/10.2

Council has responded to HDC with no objection to the proposed extension to 61 The Avenue.

2103/10.3

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 attended the consultation meeting on 11th Jan (as advertised in the Villager) and posted a reminder on FOL about the deadline for objections.

2103/10.4

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.

2103/11

Playing Field: Cllr SR

2103/11.1 The exterior fence will 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.

2103/12 **Trees: Cllr NC**

2103/12.1 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.

2103/09.2 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 has requested request visit by County Tree Officer re action on horse chestnut on public land outside The Green Man. Despite repeated reminders and engagement with the County Councillor no one has yet responded.
C) As a) above

2103/09.3 **Cllr NC to carry out a full tree survey in the spring with assistance from our resident tree expert.**

2103/10 **Highways (Cllr DS)**

2103/10.1 Grass cutting : Apparently, the junction has seen a second round of cutting but the central area has, again, been missed.

Cllr DS to recommend 2 cuts per annum, dates to be set by the village.

2103/10.2 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.

2103/10.3 Drainage clearance on OW road. Spoil left on verge.

Cllr DS to follow up with farmer.

2103/10.4 Village drainage

Drain clearing on the Avenue

2103/10.5 Silted drain off the Avenue by the pub and blocked drains on opposite side of road.

Cllr DS (Highways) to follow up.

Footpaths:: Parish Walkabout

2103/11 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.

Council to approach all landowners.

2103/12 **Correspondence: Nothing of import other than circulated.**

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.

Any Other Business:

Election of Chair and Deputy for 2021/2022

Portfolio responsibilities

Bohdan Mysak, Chairman and Responsible Finance Officer, 25 February 2021