

LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman/ Clerk: Bohdan Mysak

Minutes of the Meeting of Wednesday 29 June 2022

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

- Present** Cllrs. B Mysak (Chairman) N Cook , S Roberts A Clark, R Owen, P Wood (Minutes)
- 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.
- Siting of MSVP post on The Avenue to be reviewed. Members of the Public - 3
- 2206/01 To Receive Apologies and Reasons for Non-Attendance**
- Minute** Cllr G Troughton (unwell)
- 2206/02 Chairman's Opening Remarks:**
- Cllr GT had yet to complete his Acceptance of Office. Cllr BM to follow up.
- Audit respnse needed to be agreed at this Meeting to meet the end month deadline.
- Need to deal with points raised by public on the siting of the MVP outside nos 19 & 21 The Avenue.
- 2206/03 Declarations of Interests for Members (Disclosable Pecuniary Interests)**
- None
- 2206/04 To Receive and Approve the Minutes of the Parish Council Meeting, 11 May 2022.**
- Error in proposer of Chairman corrected. Proposed, Cllr BM;Seconded, Cllr NC. All agreed
- 2206/05 Matters Arising: (not covered below)**
- None.
- 2206/06 Parish Council complement: There is currently 1 vacancy.**
- If anyone is interested in being co-opted, please speak with any Council Member.
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- 2206/07 Clerk's Report**
- Income to 31 Mar 2022 - **£10,406**
- Expenditure (Cashbook) to 31 Mar 2022 - **£8,067**
- Interest received since last Meeting - **£0** (Savings Account no longer used).
- 2206/07.1 Payments**
- To Yardmaster re Shiplap Metal Shed - **£699.99**

Paid to Clerk, re Zoom service in March - **£14.39**

Paid to HDC, re election expenses - **£132.58**

2206/07.2 Bank Reconciliation to end of May:

Payments not yet cleared to YardMaster, Clerk & HDC, totalling £847

Bank balance at end May - **£17,562**

2206/07.3 Annual Audit

All agreed. Documents confirmed by Cllr BM as Chair and RFO.

Clerk to send Annual Exemption Certificate to external Auditor

Annual Governance Statement to be re-sent , as unreadable

2206/07.4 Annual Review of Policy Documents

Cllr BM proposed this should commence with the September Meeting. **Clerk to send out documents with any proposed changes before next Meeting.**

Council happy for Clerk to filter incoming correspondence

2206/07.5 Annual Risk Assessment, including check/ maintainance of assets.

Cllrs. to agree a date to carry out a physical check of assets and check insurance.

Difficult to get a quote from alternate insurers until nearer renewal time as rates are going up and insurers are exiting this area of business.

2206/07.6 Asset Management

Write offs agreed. (No assets can be depreciated).

Value of assets now **£48,360**. **Clerk to circulate latest list.**

2206/07.7 Website and Village Notice Board

Cllr BM to investigate alternate tools that show website usage.

Currently under 10 people look at the website on a regular basis. Should we put a link to Minutes on Friends of Leighton?

Needs someone to manage the village notice board. May need to purchase additional notice board because of space restrictions.

2206/07.8 Parish Archive

Boxes kept in church vestry. All paperwork to be discarded will be shredded.

To be carried out by Cllrs BM, NC

Cllr AC suggested all Minutes could be scanned. **Clerk to follow up.**

2206/08 **Planning Report: Cllr AC**

2206/08.1 New planning proposals: one recently received but not yet reviewed.

2206/08.2 **Village Plan**

Cllrs to discuss priorities and WHTBD

A lot of items have been dealt with or are on-going. **Clerk to circulate the list of outstanding items.**

Parking and recreational facilities to be considered?

Monitoring of speed (from 2014 survey)

Cllr SR suggested putting the list of outstanding items on the PC website, asking for comments/ suggestions about the progress/ lack of progress made.

2206/09 **Playing Field, Cllr SR**

2206/09.1 **Play Area 5 yr lease renewal**

Chair and Deputy to sign on behalf of Council on receipt of new Agreement.

2206/09.2 **Inspection to be arranged**

Clerk to request inspection on official form.

2206/10 **Trees, Cllr NC**

2206/10.1 **Horse chestnut has been removed**

Clerk to contact Highways re replacement trees.

2206/10.2 **Village Tree Survey**

Cllr NC to carry out a full tree survey with assistance from our resident tree expert, at a date to be agreed.

2206/10.3 **Sycamore on Staunch Hill**

Cllr NC to monitor progress. Still awaiting visit from District Cllr/ Highways as there is dispute over boundary line.

2206/10.4 **Tree outside No 25 The Avenue to be removed and replaced**

Resident is seeking redress from Highways/ CCC for damage caused.

2206/10.5 **Tree outside 27-29 The Avenue has died**

Clerk to arrange replacement with second tree from Highways (ie 2 for 2 replacement of Chestnut outside the pub.

2206/11 **Highways (Cllr BM)**

2206/11.1 Verges going out to Old Weston: **Clerk to check and follow up with Highways if needed.**

2206/11.2 **Drainage clearance on the Avenue: reported to Highways.**

Cleaning has taken place in the last fortnight. Matter closed for the present.

2206/11.4 Road safety suggestions for A14.

1 recommendation has been made by Highways, ie proposing to stop turning right (westbound) onto the A14. Awaiting further information if this is to go ahead.
Council is not in favour or against believing it makes little difference to the risks. With the latest upgrade traffic appears to have increased and be moving faster at the junction.

Cllr NC reported comments from parishioners: including need for a slip road onto A14; average speed cameras from Thrapson to Brampton Hut; co-ordination of suggestions with adjoining PCs.

2206/11.5 Installation of a traffic camera

In the preparation of the Village Plan (2014), many of the 60+ households raised concerns about the speed of vehicles entering and moving through the village.
Unfortunately, Council was unable to deal with this because of the funding required.
However, over the last 3 years, we have been able to save cash by not employing a paid Clerk, so
The camera we have acquired senses motion and counts the vehicles and speeds which pass by throughout the day.
This data is then collated and passed to a computer so that it can be analysed to tell us how busy the road is and how many vehicles are exceeding the 30mph speed limit.

As we can afford only one camera, we will check coming into village from Old Weston for c 1 month (end August), then move to other end (traffic coming into the village from Sheep St).

2 posts have been erected but the one outside nos 19 and 20 The Avenue is the subject of a complaint by the householders who want it removed as it is very close and visible to the properties.

On behalf himself and Council, the Chairman apologised to the householders for the lack of communication in making the above clear before going ahead with the installation.

Council agreed that the post outside nos 19 and 21 The Avenue will be moved after the end of this trial period.

Council to communicate the results of the speed monitoring to the village together with any recommendations.

Because we have no street lighting in the village, there is a limited range of actions Council can take if there is a problem of speeding, the most obvious being one or more speed cameras.
Hopefully, this can be avoided if we all observe the limits responsibly.

2206/12 Footpaths (Cllr GT) - No report as Cllr Gt absent

2206/12.1 New items: Cllr GT to report at next Meeting

2206/12.2 Complaint raised with PC member regarding crops growing over footpaths.

Cllr AC to advise on CC website for individual to log in and, if unsuccessful, GT can follow up.

2206/13 Elections, Cllr BM

As the number applying was less than seven, all nominees were elected unopposed.

Cllrs to complete Statement of Expenses

2206/14 The Queen's Green Canopy (QGC)

Suggestion of a special planting of a Jubilee tree. Perhaps, a "keen teen" might be willing to decide on where the Jubilee tree(s) should go? Anyone interested should contact Cllr NC.

As there has been no response, no further action will be taken at this time.

2206/15 Queen's Platinum Jubilee street party

A very successful and enjoyable event took place along with an updated village photo to commemorate the event.

Chairman proposed a vote of thanks to the organisers and helpers. Agreed by all.

2206/16 Support of Social Committee for lost revenue during COVID

After discussion, Council agreed to take ownership of the new container bought by the Social Committee to strengthen their finances and help continue their good work.

2206/17 Damaged mower storage shed:

Council has agreed to replace the structure with another at a cost of £700. Awaiting delivery in the next few weeks.

2206/18 Correspondence

Brington Scouts letter: as the letter requested help by way of a fund-raising event, the letter has been passed to the Social Committee.

2206/19 Any Other Business

Strimming contract

A villager has shown interest in taking this on. **Clerk to follow up.**

[Post Meeting: the resident confirmed that he would look after the strimming in the playground and village green as needed. Two Cllrs will be looking after the churchyard strimming].

Next Meetings: 7 Sep, 2 Nov.

Contact details for all Councillors are available on the website at <https://leightonbromswold-pc.org.uk/>

All other enquiries should be made to the Clerk at leightonbromswoldpc@hotmail.com

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.

Bohdan Mysak, Chairman and Responsible Finance Officer, 1/9/2022
