

Chairman: John Hunt

Clerk: Emma Gibson
Spratton Parish Council
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Minutes of the Meeting of Spratton Parish Council

held on Tuesday 15th September 2020, this was a virtual meeting conducted via Zoom at 7.30 pm

Present: Cllrs John Hunt (Chair), Cllr Lydia Crawford, Cllr Colin Donnelly, Cllr Claire Joseph and Cllr Sally Wilkes.

In attendance: Mrs Emma Gibson Clerk and RFO. 1 member of the public.

Apologies: Cllr Denise Fry.

55.20 PUBLIC FORUM:

- This is an opportunity for Parish Residents, and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Parish Council. Each will be allowed three minutes to address the Parish Council.
- Although the Parish Council will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course.
- Those who wish to comment on an agenda item should do so at this time.
- All speakers will normally be asked to introduce themselves and address their remarks to the Chair.
- The minutes will not show names of representatives or be a verbatim report of the Public Forum.

No members of the public addressed the Council.

56.20 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE. Council **RESOLVED** to approve Cllr Fry's absence.

57.20 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUES 14th JULY 2020. Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 14th July 2020.

58.20 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only: None.

59.20 MEMBERS' DECLARATIONS OF INTEREST/DISPENSATION REQUESTS FOR RELEVANT ITEMS ON THE AGENDA:

To receive

1. Non-pecuniary: None.
2. Disclosable Pecuniary Interest: None.

60.20 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

a) **Income received:** None.

b) **Payment of outstanding invoices.** Parish Council resolution to approve those listed plus additional received between 9th September 2020 and 15th September 2020 (if any)

DATE	PAYEE	DETAIL	CHQ NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT
17/08/2020	S Barnett	Bin installation	BT			£150.00
17/08/2020	R & G	July Mowing and Rec	BT			£1186.96
17/08/2020	PKF Littlejohn	External Audit	BT	£300.00	£60.00	£360.00
25/08/2020	E Gibson	August Salary	BT			£789.46
25/08/2020	NEST	Pension contributions	DD			£56.37
17/08/2020	PG Technologies Ltd	Burial records	BT			£50.00
21/08/2020	Haven Power	July invoice	DD	£17.04	£0.85	£17.89
21/08/2020	Haven Power	July invoice	DD	£1.53	£0.08	£1.61
21/08/2020	Haven Power	July invoice	DD	£174.94	£34.98	£209.92
14/08/2020	Zoom	Virtual meeting	DD	£11.99	£2.40	£14.39
22/08/2020	O2	Office phone	DD	£32.84	£6.57	£39.41
19/09/2020	Came and Co	Insurance renewal	BT			£844.01
19/09/2020	Merland Copy	Poster printing	BT	£4.40	£0.88	£5.28
19/09/2020	Zeta	Streetlight repair during upgrade	BT	£150.00	£30.00	£180.00
19/09/2020	R & G	Aug mowing and Rec	BT	£989.14	£197.82	£1186.96
19/09/2020	HMRC	PAYE Q2	BT			£35.67
19/09/2020	NEST	Pension	DD			£56.37
25/09/2020	E Gibson	August salary	BT			£789.46
21/09/2020	Haven Power	August invoice streetlighting	DD	£42.44	£2.12	£44.56

21/09/2020	Haven Power	August invoice	DD	£1.53	£0.08	£1.61
22/09/2020	O2	Office phone	DD	£32.84	£6.57	£39.41
16/09/2020	Zoom	Virtual meeting	DD	£11.99	£2.40	£14.39
16/09/2020	Autela	Payroll services	BT	£54.60	£10.92	£65.52

c) **Bank balances, Bank Reconciliations and Receipts and Payments report to 31st July and 28th August 2020:** Council **RESOLVED** to approve.

d) **Council IT provision:** Council to discuss Council laptop, it is now slow and inefficient. Clerk would like the Council to consider whether it is appropriate to ask an IT specialist to try to speed it up or purchase a new laptop. Council advised that IT services had assessed the laptop and there is an option to add more memory and a solid hard disk, but the preferred option is to get a new laptop with a better processing speed as laptop is 4 and a half years old. Council **RESOLVED** to get some quotes for a new laptop and consider at next meeting.

e) **Council Insurance:** Council to approve renewal notice for insurance. The Council is in a long-term agreement until September 2021. Council **RESOLVED** to approve the renewal notice.

f) **External Audit:** Annual audit has been completed. No issues or areas of concern were raised by the auditor. Council **RESOLVED** to accept the external auditor's report.

g) **Clerk salary:** Council to approve clerk's salary increase as per the national pay award and increase to homeworking allowance. Council **RESOLVED** to approve.

61.20 PLANNING EXECUTIVE COMMITTEE

a) **Planning Applications to consider and make resolution:** None.

b) **Planning application decisions to report (if any):** None.

c) **Planning appeals for information:** DA/2020/0130, Hilltop 46 Gorse Road, Spratton. Demolition of Garage.

d) **Planning Committee for information:** None.

62.20 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP

a) **Village Handyman:** Up-date to be received.

1. **Contract:** Council received up-date regarding the contract with the new handyman. Awaiting signed copy to be returned.

2. **Tree on The Walk:** Council have received a call from local resident regarding a tree on The Walk. Council noted that this tree is not the responsibility of the Council, however in the interest of community spirit the Council **RESOLVED** to instruct the handyman to remove the fallen branch.

b) **East View Cemetery Issues:** (if any) to discuss and make resolution – Headstone additional inscription application. Council have had sight of the application for an additional inscription. Council **RESOLVED** to approve the application.

c) **Mowing/Maintenance Issues (if any):** Mowing contractors have been missing the mowing of the grass footpath at Old Hall Close. Clerk to contact contractors to advise this needs to be included as per mowing schedule.

d) **Pocket Park:** Up-date received, volunteers helped out on some maintenance at the pocket park, Council thank them for their time and efforts.

63.20 HIGHWAYS ADVISORY GROUP

a) **Buses:** Update received, Cllr Hunt continues to keep up pressure on NCC and the new Shadow Authority.

64.20 PCSO

a) **PCSO –SPOC:** Council discussed issues that have been raised by villagers regarding neighbour disputes. Concerned residents have been given details of District and County Cllrs details and police are already aware. Council **RESOLVED** that the SPOC is to liaise with PCSO regarding these concerns. A short piece to be added to the newsletter also about being kind and considerate to your neighbours and that the Council take a dim view on all anti-social behaviour.

65.20 **Local Government Reorganisation:** Up-date received. Council reminded that details and up-dates regarding the Shadow Authorities can be found on <https://futurenorthantswest.org> and <https://futurenorthantsnorth.org>.

66.20 **CONSULTATIONS REQUIRING A RESPONSE:** Council to consider any additional consultations received Between 9th September 2020 and 15th September 2020. None.

67.20 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated).

a) **Broomhill:** Email received from local resident raising concerns regarding the management of patients at Broomhill. Council have liaised with Broomhill regarding recent concerns. Council received an up-date. Broomhill have again given assurances regarding risk assessments that are completed and up-dated. Council have been advised that there are not any dangerous patients in the facility, if staff or the police are searching for a patient it is usually the patient's own safety that is of concern, not a risk to the public. Council to continue to liaise with Broomhill and to look to arrange to have another meeting with the Management of Broomhill, so recently appointed Cllrs have an opportunity to discuss any queries or concerns with them. Contact details of Broomhill and a summary of liaison between the Council and Broomhill to be in the next newsletter.

68.20 GENERAL CORRESPONDENCE RECEIVED. None.

69.20 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting). None.

70.20 DATE OF NEXT MEETING – Tuesday 20th October 2020 7.30 pm, T.B.C

**Papers attached available on website but unfortunately, due to lack of space cannot be displayed on Noticeboard. Please contact Clerk if you would like to see any of the attached papers.*

Meeting Closed 8.26pm

Signed.....
Cllr J Hunt Chair to Spratton Parish Council

Date:

2020/21 Meeting Dates

Tuesday 20th October 2020
Tuesday 17th November 2020
Tuesday 19th January 2021
Tuesday 16th February 2021
Tuesday 16th March 2021
Tuesday 20th April 2021
Tuesday 18th May 2021 (Annual Meeting of The Parish Council)
Annual Parish Meeting T.B.C