

HAIL WESTON PARISH COUNCIL

MINUTES OF THE PARISH MEETING OF THE PARISH COUNCIL HELD VIRTUALLY ON 21st APRIL 2020 AT 7.30pm. The meeting was facilitated by Zoom (s78 of The Corona Virus Act 2020). Meeting ID: 792 9956 8696 Password: 027709

PRESENT:

J Gooch (**JG**) Chair
N Farnden (**NF**)
J Hubble (**JH**)
M Lobo (**ML**)
P Martin (**PM**)
J Sugars (**JS**)
P Mailer (**PM**)

IN ATTENDANCE:

There were no members of public in attendance. The Clerk also attended the meeting. The Parish Meeting commenced at 7.34pm.

ACTION

- 200421-1 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE** None received.
- 200421-2 TO RECEIVE ANY DECLARATIONS OF INTERESTS FROM MEMBERS** None.
- 200421-3 TO PASS A RESOLUTION TO AMEND STANDING ORDERS TO ENABLE VOTING DURING VIRTUAL MEETINGS AND THE RECEIPT OF DOCUMENTS DURING THE CORONA VIRUS PANDEMIC (AND OTHER SUCH CRISIS).** It was proposed by NF, seconded by PJM and RESOLVED to amend Standing orders to enable voting during virtual meeting. Clerk to action.
- 200421-4 TO APPROVE** It was proposed by NF, seconded by JH and RESOLVED by unanimous vote that the minutes were a true record from the meeting held on 18th of February 2020. Minutes to be signed subsequently.
- 200421-5 OPEN FORUM and TO RECEIVE COUNCILLOR REPORTS**
CCC Ward Cllr. Ian Gardener circulated report prior to meeting. See report on Website.
- 200421-6 FINANCE**
- a. A discussion ensued regarding the financial paperwork presented. One of the Members responsible for finance was unable to initially 'second' the HWPC bank reconciliation due to a missing bank statement. The Clerk raised at the meeting that the statement that reflects 91p held in an account was not a statement that was updated monthly as it is a dormant account.
- At the meeting the Clerk presented to the Council (by sharing Screen) payments in the cash book, specifically highlighting the £150 (Clerk allowance) that had been approved at February 2020 meeting and paid and recorded in relevant cash book. A Member identified it had not been included on the notes for Councillors. Clerk noted. All bank statements were re-sent to Member responsible for finance. It was proposed by JG seconded by ML and **RESOLVED** by unanimous vote to approve account balances and bank

Clerk

JG

HAIL WESTON PARISH COUNCIL

ACTION

reconciliation YR. End March 2020: Account balances: Business Money Manager £50,182.35 Community a/c £4,691.56 and Community a/c £0.91. **TOTAL £54,874.82** Following this issue Clerk to circulate to full Council the monthly bank statements.

Clerk

- b. It was proposed by NF, seconded by PJM and **RESOLVED** by unanimous vote to Approve **BACS** payments on finance report dated April 2020:

Camb. Acre (annual Membership) £57

CAPALC (annual subscription including DPO) £332.88

Arboricultural Solutions tree survey on parish owned land (due 2020) £600

K E Wilson Internal Auditor £180

T & S grounds maintenance £460

JA Wages £436.48 (HMRC £109.12) SCP 23

RoSPA play safety annual inspection £136.80

Playing field weed spray £360 (Clerk to wait for further quote)

Donation Grass cutting to St Nicolas Church £300

Clerk highlighted as recorded on Councillor notes and circulated prior to the meeting of a financial overpayment of £15.43 which had been refunded on 14/04/2020.

- c. It was proposed by JG seconded by JH and **RESOLVED** by unanimous vote to approve the Annual Governance Statement 2020 - Section One, circulated to Members with the Agenda. Clerk notified update of removing the requirement for a common period for the exercise of public rights and extending the deadline by which the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published from 30 September 2020 to 30 November 2020.

Clerk

- d. A discussion ensued about items for expenditure: Members highlighted requirement to produce a budget as mentioned before and recently again in February 2020. ML agreed to produce a budget, circulate to Members' prior to the meeting on 19/05/2020 requesting further, that all Members provide project costings for any expenditure required within their remit by 24/04.2020. The matter was carried.

ML

All

ML

200421-7

TO DISCUSS PLANNING APPLIATIONS AND RECEIVE PLANNING UPDATE

- a. Proposal: Proposed enlargement of garage, Site Address: 15 Orchard Close, Hail Weston. Reference: 20/00572/HHFUL It was proposed by JH seconded by PM and **RESOLVED** by unanimous vote to **Approve** proposal. All HWPC material considerations met. No resident objections made to PC prior to or at virtual parish meeting held on 21/04/2020. Clerk to notify Huntingdon District Council (HDC) by 05/05/2020.

Clerk

200421-8

TO DISCUSS THE CORONA VIRUS PANDEMIC WITH REGARD TO HAIL WESTON PARISH Members discussed and felt current practise had vulnerable residents well covered. Clerk highlighted COVID 19 Communications on website reflected those sifted by her as salient to residents due to volumes received, not all listed.

HAIL WESTON PARISH COUNCIL

ACTION

- 200421-9** **TO CONSIDER COUNCILLOR UPDATES** NF suggested meetings regarding Community Led Plan (CLP) halted in lock down and anticipated if required virtual meetings could take place if lock down extended further in May. ML discussed requirements to re-evaluate requirement for B645 on a possible Local Highways Initiative (citing noticeable how quiet road is accept noisy motorbikes) and Ford Road as identified on CLP 2016 – 2021.
- 200421-10** **TO CONSIDER CLERK REPORT, GENERAL CORRESPONDENCE AND RECEIVE PLANNING UPDATE: Ref. No: 20/00010/TREE** Walnut - Cut back branches by 5-7ft and thin crown accordingly to balance weight and lean. Location: 56 High Street Hail Weston St Neots PE19 5JW. HDC Status: In progress
Ref. No: 19/02565/FUL Change of use of open space to residential curtilage with erection of boundary fence (retrospective) 5 Spring Place Hail Weston St Neots PE19 5LQ. HDC Status: Approved. HDC response to HWPC relating to this application - "It became apparent at my site visit for 19/01506/HHFUL that additional land had been enclosed as garden which is how this application came about. The red line for 19/01506/HHFUL was amended to exclude the additional land prior to determination. In terms of the general process, we do not require land registry title deeds for any application unless we are aware of an ownership dispute and the applicants wish to prove their ownership. You do not have to own the land to apply for planning permission therefore little would be gained by obtaining the land registry deeds. We instead rely on the red/blue lines on the location plan and the ownership certificates within the application form"
COVID 19 correspondence
<https://hailweston.org.uk/covid-19/>
<https://www.ageuk.org.uk/cambridgeshireandpeterborough/about-us/news/articles/20182/services-update/>
14 resident volunteers contacted Clerk prior to 20/03/2020. Clerk had shared with Mutual Aid administrators as appropriate.
RoSPA report received and clerk to circulate.
Residents Ford Road, request to Close during pandemic. CCC & Police response circulated to Members' prior to the meeting. Clerk mentioned a kind resident had voluntarily weeded the flower beds at the playing field improving the look and saving considerable finance.
Clerk reported incredibly sad and sudden news of the passing of past Clerk, Member and Chairman of Hail Weston Parish Council, Mr J Baker who had been a resident of Hail Weston for many years and serving Hail Weston Parish Council for several. Members expressed their condolences to his family.
- 200421-11** **MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT GENERAL MEETING AGENDA** Budget & Items for expenditure, LHI.
The Chair closed the meeting closed at 8.57pm

Clerk