

PARSON DROVE PARISH COUNCIL
Notice of the PARISH COUNCIL MEETING

TO MEMBERS OF THE COUNCIL

You are hereby summoned to participate in a distance decision making alternative to the meeting of the Parish Council for the purpose of transacting the following business.

Members of the public and press are invited to express their views by email to the Parish Clerk and address the Council as part of its Public Participation.

Due to the current situation related to virus control, and in line with national advice the following meeting that was to be held in THE CAGE, Parson Drove, on WEDNESDAY 22 APRIL 2020 at 7.00 PM has been

CANCELLED

For the purpose of transacting the following business, you are asked to email me by 5pm (19.00 hours) on 22 April 2020 if you have any issues. In particular I would bring to your attention those items that require a decision. I will collate all issues. These will be discussed with the Chairman and Vice-Chairman. The objective will be to reach a consensus as usual. If we need to put a 'Proposal' to a vote I will contact you. I will prepare minutes as usual. Payments will continue to be made; cheques will be signed by authorised signatories as usual.

MEMBERS: 7

QUORUM: 3

AGENDA

20/63 Apologies for absence.

20/64 Requests for Dispensations.

20/65 Declarations of Interest.

20/66 Public Participation – To allow up to 3 minutes for each member of the public who wishes to address the meeting on agenda, with a time limit of 15 minutes.

20/67 **DECISION REQUIRED** Approve and sign the minutes of the meeting held on 18 March 2020.

20/68 Matters arising from the minutes of 18 March 2020 not covered on the agenda (information only)

20/69 County Council Report not covered on the agenda (including Highways matters)

- a) Report from County Councillor:
 - i) *The agreement to invest £5m to support the delivery of community capital projects has been approved by CCC and is open for bids. The Fund's purpose is to support community-led projects which improve the health, wellbeing, social and economic opportunities and outcomes in our communities.*
 - ii) *“Due to the Coronavirus emergency, the 1 May Innovate & Cultivate Fund application round has been cancelled. Any grant applications submitted for this round will be deferred to the 1 August funding round.*
- b) Highways matters not previously reported and not on the agenda.

From Paul Jukes (Galliford Try) [Paul.Jukes@gallifordtry.co.uk] - in connection with the A47 Guyhirn Junction developments. The scheme is currently in design stage 3 and has recently completed design fix 'B' and ground investigation works have recently concluded.

20/70 District Council Report not covered on the agenda (Including Lighting matters)

- a) Report from District Councillor NEW REGULATIONS as highlighted by NALC: We do not have to hold an annual The current chairman will continue during the Covid 19 regulations until 7 May 2021 meeting (This is a variation to Standing Order 15 (b) iii).

In accordance with national guidelines (as published by NALC) councils, at present, must hold a minimum of three meetings during the course of 2020/2021. We are permitted to hold remote meetings. The effect of the Regulation is that persons attending a local council meeting do not need to be in the same place. "Place" means more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers (Reg 5 (1)).

DECISION REQUIRED The Motion from the Chairman under Standing orders 9 (a) is that we 'adopt telephone conferencing as an option for meetings while the anti viral measures are in place'.

- b) Lighting matters not previously reported and not on the agenda.

In an email from assets&projects [assets&projects@fenland.gov.uk] The street light contractors have taken the decision to cease the majority of the service they provide with immediate effect. This means that works such as our street light replacement works, minor faults such as lamps and major faults such as multiple lights out will not be attended. They will be maintaining an emergency response team service for FDC but for clarification the emergency attendance service should only be used for column knockdowns, exposed wiring or any scenario which presents a threat to life or potential to cause serious harm. Lights out will not be deemed an emergency (even if it is the only light in the street).

20/71 Cambridgeshire Constabulary Report - None received

20/72 Speedwatch Report - None received

20/73 Amenities 95/Village Hall Report - None received

20/74 **ADVICE REQUIRED** Planning Matters - Applications made

a) **Erect up to 9 x dwellings (outline application with matters committed in respect of access) at Land South Of 12 - 24 Ingham Hall Gardens Parson Drove** - All plans and documents relating to this application can be viewed at www.fenland.gov.uk/publicaccess. To access these documents as well as other relevant details please Enter the full application number 'F/YR20/0292/O' on the search form and click Search

20/77 Correspondence **DECISION REQUIRED**

a) Grant request from Murrow book cafe – unspecified amount

20/78 **DECISIONS REQUIRED Approve cheques for payment.**

- a) Cheque for tree surgery - Drayton Tree Care = £3960.00
- b) Cheque for Clerk's salary + Expenses FOR MARCH- £461.36 + £50 = £511.36
- c) Cheque for Clerk's salary + Expenses FOR APRIL - £461.36 + £50 = £511.36
- d) Cheque for HMRC – PAYE FOR MARCH = 12.80
- e) Cheque for HMRC – PAYE FOR APRIL = 12.80
- f) Cheque to Volunteer Centre Fenland photocopying from 12 Dec 2019 to 31 March 2020 £7.29

20/79 **DECISION REQUIRED** Future payments.

Authority is sought (under the Council's Financial Regulations , sections 4.1. 4.5 and 5.6) for the Clerk to authorise expenditure on revenue items up to the amounts included for that class of expenditure in the approved budget for any items below £500.00. and also salary and PAYE payments. N.B. Cheques would still have to be signed by two signatories.

In accordance with 5.2 - The RFO (Clerk) shall prepare a schedule of payments requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule to council.

20/80 Annual Reconciliation of accounts – This will be prepared in accordance with the AGAR requirements and forwarded to Council once complete for approval.

20/81 Any other business (information items only) – including questions to Chairman or Clerk and items for the next agenda)

Signed by Clerk to the Council

Dated 11 April 2020

Mr E Murat, Parish Council Clerk, 148 Elm High Road, Wisbech, PE140DW
Email theclerk@parsondrove-pc.org.uk Telephone 01945 465530