

**Minutes of the meeting of Alconbury Weston Parish Council
held on Monday 18 May 2020**

As a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 the meeting was held remotely.

Present:

Councillors: J Baker, P Baker, S Brine, M Bryan, A Gillham, B Powley (Chairman) & A Stone

Clerk: A Benfield

Others: None

1.0 ELECTION OF CHAIRMAN

It was proposed and seconded that Cllr B Powley be elected as Chairman for the forthcoming civic year. With no further nominations it was;

Resolved That Cllr B Powley be elected as Chairman of Alconbury Weston Parish Council for the 2020/21 Civic Year

2.0 DECLARATION OF OFFICE

Resolved That Cllr B Powley sign his Declaration of Office at a later date

3.0 ELECTION OF VICE CHAIRMAN

It was proposed and seconded that Cllr J Baker be elected as Vice Chairman for the forthcoming civic year. With no further nomination it was;

Resolved That Cllr J Baker be elected as Vice Chairman of Alconbury Weston Parish Council for the 2020/21 Civic Year

4.0 DECLARATIONS OF INTEREST

There were no declarations made

5.0 APOLOGIES FOR ABSENCE

No apologies for absence were received as all Members were present

6.0 PUBLIC PARTICIPATION

There were no members of the public in attendance

7.0 MINUTES

The minutes of the meeting held on 1 April 2019 were confirmed as a correct record and it was agreed they be signed by the Chairman when meeting in public is allowed

8.0 REVIEW OF COUNCIL POLICIES, PROCEDURES, REGULATIONS AND DELEGATED POWERS

Resolved 8.1 That both Standing Orders and Financial Regulations were up to date and effective but that should any changes be recommended by NALC during the year these will be considered be noted

8.2 That all other policies and procedures be reviewed and adopted by the August meeting.

8.3 That membership of CAPALC should continue for a further year at a cost of £315.33 plus £50 for DPO

8.4 That the Council would continue to support the Clerk's membership of the SLCC

8.5 That the following appointments be made for the civic year 2020-21

- Amey Waste Transfer Station – Cllr Bryan
- Alconbury Weald Parish Liaison – Cllr J Baker
- Grass cutting & village green – Cllr P Baker
- Speedwatch – No appointment made
- Communication with Parishioners – Cllr Bryan
- Flood Emergency Plan – Cllr Powley
- Flood Alleviation – Cllr Bryan
- Grant Funding – Cllrs Gillham & Stone
- Highway Liaison – Cllr P Baker & Stone
- Wooley Hill Wind Farm Grant Body – Cllr Stone
- Parish Council Merger – Cllrs Gillham & Stone

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9.0 RISK ASSESSMENT

The Clerk stated that she had sent the risk assessment to the Chairman but would include on the next agenda for all Cllrs to review prior to adoption

Resolved That the risk assessment be submitted to the next meeting for review and adoption

10.0 INTERNAL AUDITOR'S REPORT

It was noted that the Internal Audit had not been completed as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020. The Clerk confirmed she would proceed with this as soon as practicable taking into account the current restrictions.

11.0 ANNUAL RETURN AND STATEMENT OF GOVERNANCE

It was noted that the Annual Return and Statement of Governance had not been completed as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020. The Clerk confirmed she would proceed with this as soon as practicable taking into account the current restrictions.

12.0 APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2017/18

Resolved That the appointment of Internal Auditor for the 2020-21 Financial Year be deferred following the instruction of the Prime Minister's address on 23rd March 2020.

13.0 Local Highway Improvement Scheme

The Chairman introduced Cllr Brine's report on options to endeavour to reduce speeding within the village. Members discussed this report in depth with a number of questions asked, comment made and alternative views expressed. It was concluded that more work and consultation was needed before an application for LHI funding was submitted but that in the interim a Speed Indication device be purchased and permission requested for this to be lamp post mounted.

Resolved

13.1	That the report be received and noted
14.2	That a Speed Indication Device should be bought from Morelock Signs
14.3	That the Clerk apply for permission to lamp post mount the above from Balfour Beatty using the locations highlighted by Cllr Brine in his report

14.0 COVID-19

Cllr J Baker provided a verbal report on the village's response to the crises. She indicated that all was working well and, although the nursing home had had difficulties with food deliveries, these were now resolved and that it had no cases of infection to date.

15.0 REPORT FROM REPRESENTATIVES

Grass cutting & village green – Cllr P Baker reported that the discussion on areas of responsibility between HDC and the council contractor were continuing. The cutting of the grass along the edge of the Brook between the 2 pedestrian bridges on Hamerton Road was raised and Cllr P Baker agreed to discuss this with the EA and council contractors, who would also be asked to trim the footpath to the memorial.

Speedwatch – Cllr Brine commented that no monitoring had taken place due to the lockdown

Communication with Parishioners – Cllr Bryan reported that the Village Pump had been delivered and that he was posting the .Gov COVID updates directly on NextDoor.

Play Area report – Cllrs Bryan & Gillham had no reports due to lockdown.

Parish Paths & Trees – Cllr P Baker reported that he had received feedback on Footpath 4 and that following strimming by a resident and the farmer it was now clear. He had made contact with the land owners responsible for Footpath 3 who had also confirmed that they would be rectifying the problems. They had requested that villagers were reminded that whilst walking they should stay on the designated footpaths and not wander onto private land. It was agreed that some communication on this matter should be published on NextDoor

Alconbury Weald Parish Liaison – No meeting held since the last meeting

A14 Legacy Fund – Cllr J Baker commented that she had submitted an application for funding towards the village marquee to the Mick George Community Fund and that a decision should be made at the beginning of August.

Amey Waste Transfer Station – No meeting held since the last meeting

Resolved That all reports be received and noted

16.0 ORDERS FOR PAYMENT

The following payments were noted to have been made between meetings

Haven Power – Street Light Energy (direct debit)	£9.83
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The following payments were noted as needing to be made:-

BEAM – Grass cutting	£285.00
Payroll & HMRC – May Salary	£273.59
CAPALC – Annual Membership	£365.33
Haven Power – Street Light Energy (direct debit)	£9.41

Resolved That the above payments were agreed and would be authorised by Cllrs Gillham and Powley

17.0 BANK RECONCILIATION

Resolved 17.1 That the Bank Reconciliation up to 31 March 2020 be received and noted

17.2 That the Bank Reconciliation up to 30 April 2020 be received and noted

18.0 BUDGET REPORT

Resolved 18.1 That the Budget Report up to 30 April 2020 be received and noted

18.2 That, following the receipt of Precept, £13,000 be transferred to the CCLA Deposit Account to maximise interest received.

18.3 That Cllrs Gillham and P Baker be added to the CCLA signatory list

22.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

It was noted that District and County Cllr Gardener had given apologies for personal reasons

23.0 MATTERS FOR INFORMATION

The following comments from Councillors regarding matters affecting the village were made

- The railings on the North Road bridge over the Brook had rusted through in places and the Clerk was asked to raise the issue with Highways
- There were more broken kerbs again at the junction of Buckworth Road and North Road. Cllr Bryan agreed to report the matter to Highways. Comment was made that if the kerb were dropped at this location, it would negate the need for it to be replaced again.
- It was commented that the water in the dyke alongside Buckworth Road near Buckworth Lodge appeared to be contaminated. Cllr Stone was discussing with EA and Anglia Water.
- Work was due to start on the Brook footbridge shortly and the Contractors had put blue line markers on the footpaths in the location. It was also noted that the bridge would arrive in sections and be re-assembled on site before being craned into position.

SIGNED: _____

Chairman - Alconbury Weston Parish Council

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