

# BARNACK PARISH COUNCIL MEETING

Minutes of a meeting of Barnack Parish Council held on  
Monday 11<sup>th</sup> May 2020 at 7.00pm via Zoom conferencing.

**DRAFT MINUTES TO BE APPROVED AT NEXT MEETING**

## 1) ATTENDANCE

In attendance – *Chair: Harry Brassey (HB), Councillors: Martin Bloom (MB), Phil Broughton (PB), Sophie Moore (SM), Margaret Palmer (MP) and Ward Councillor David Over (DO).*  
*Parish Clerk: Susie Caney (SC).*  
*Two residents.*  
*Apologies of absence were received from Ivor Crowson (IC) and David Laycock (DL).*

## 2) DECLARATIONS OF INTEREST AND DISPENSATIONS – None.

## 3) TO CONFIRM MEETING MINUTES OF 9<sup>TH</sup> MARCH 2020 – *The Minutes were resolved unanimously to be a true record of events and it was agreed they would be signed by the Chair when lockdown is lifted.*

## 4) MATTERS ARISING - *MB asked if there has been an update from the School regarding the MUGA. The Clerk will make enquiries. Action – SC.*

## 5) OPEN FORUM (for the Clerk to address issues raised by Residents.) No items.

## 6) OUTSTANDING ITEMS

- a) Barnack Telephone Kiosk – Western Power Supply. *The Barnack kiosk is now connected to the mains. The Community Heartbeat Trust are due to connect the cabinet on 15<sup>th</sup> June and install the emergency line in the Pilsgate kiosk on the same day.*
- b) Barnack Pre-School – Quotes for wood treatment. *The clerk will chase outstanding quotes. Action – SC.*

## 7) CORRESPONDENCE

- a) NALC – Legislation updates due to Coronavirus. *Noted.*
- b) Mark Emson – Postponement of Parish Council Elections to 2021. *HB confirmed he will remain as Chair until May 2021. The clerk will seek advice from Mark Emson regarding advertising the current vacancy for a councillor and procedures now that the elections have been postponed. Action – SC.*
- c) Richard Astle - All Parish Zoom Meeting to Discuss Habitat Creation Plans, 18/5/20 at 7.30pm. *SC and MP will attend the Zoom meeting and report back to BPC. Action – SC & MP.*

## 8) PLANNING

- a) Linden Homes – 18/00377/REM, ongoing updates throughout the scheme. *No recent updates.*
- b) 19/01889/FUL, Land West of Sutton Heath Road, Southorpe – Change of use from an agricultural field and woodland to form an adventure play scheme. *Awaiting Decision.*
- c) 20/00279/HHFUL, 1 Owen Close – First floor side extension and replacement front porch. *Awaiting Decision.*
- d) 20/00304/HHFUL, Alderley Lattimers Paddock Pilsgate - Erection of new garage and log store. *Awaiting decision.*
- e) 20/00407/HHFUL, Southcroft, Main Street – single storey side extension. *Awaiting decision.*
- f) 20/00471/LBC & 20/00418/HHFUL, 29 School Road (caretaker’s cottage) - Proposed vehicular access and dropped kerb. *Awaiting decision.*

## 9) NEIGHBOURHOOD PLAN

- a) Regulation 14 Consultation – Postponement of consultation period due to Covid-19. *It was agreed that MP will liaise with PCC's Emma Naylor regarding when to re-start the consultation period. SC will forward all the responses received so far to MP. Action – SC & MP.*

## 10) BURIAL GROUNDS

- a) Interment – Lilian Bell. *Noted.*
- b) Richard Harding – renovation update. *The clerk will organise a date to meet Richard and continue renovation works. Action – SC.*

## 11) FINANCIAL

- a) Annual Governance and Accountability Return for the year 2019-20 (AGAR)
  - i. Review findings of effectiveness of internal systems, approve Annual Governance Statement and the AGAR.  
*Members approved the AGAR and effectiveness of internal systems.*
- b) Year-end update on projects and financial allocations. *Noted.*
- c) Community Infrastructure Levy Report to March 31<sup>st</sup> 2020. *Approved. SC to forward to a copy to PCC for their records and post on the website. Action – SC. Members discussed looking into landscaping the War Memorial green. It was agreed that when MP and Brian Palmer are back from New Zealand a working group would be formed to look into this.*
- d) To approve Clerk Pay Review to New Scale Point 25 effective from 1<sup>st</sup> April 2020. *Approved.*
- e) To approve reports. *Approved.*
  - i. Monthly Finances, March and April 2020.
- f) To note monies received. *Noted.*
  - i. £7,293.75, PCC, First instalment of Parish Council Precept.
  - ii. £4,068.75, PCC, First instalment for Parish Burial Grounds.
  - iii. £515.53, Nationwide 95 Day Saver, Interest payment.
  - iv. £188.32, Bath Building Society, Interest payment.
  - v. £10.15, Unity Trust Instant Access Account, Interest payment.
  - vi. £1,924.18, Home from Home, Repayment of loan for furloughed staff salaries.
- g) To approve payment of the following outstanding accounts. *Approved.*
  - i. £170.50, Clerk pay and expenses for April 2020.
  - ii. £533.16, Came & Company Insurance Renewal 2020/21.
  - iii. £526.00, Home from Home, Donation to cover utilities for May and June.
  - iv. £40.30, Amazon.co.uk, Stationery (files/dividers/archive boxes). *(Repayment to S. Caney).*
  - v. £21.00, Parish News, Recruitment advert in May issue.
- h) To approve payments made since last meeting. *Approved.*
  - i. £90.04, Clerk pay and expenses for March 2020.
  - ii. £17.73, Wave (Anglian Water), Cemetery Water Rates.
  - iii. £49.49, John Lewis, Portable hard drive *(repayment to S. Caney).*
  - iv. £59.99, Microsoft Office 365 Renewal *(repayment to S. Caney).*
  - v. £1,924.18, Home from Home, Loan to cover salaries for furloughed staff.
  - vi. £325.00, Elwood Brothers, Grass Cutting Contract.
  - vii. £67.50, Barnack Community Association, Room hire from January to March 2020.
  - viii. £18.00, Unity Trust Bank, Service Charge.
  - ix. £2,132.53, Woollard Electrical – installation of new heaters at Barnack Pre-School.

## 12) NEIGHBOURHOOD PLAN FINANCE

- a) To approve payments made since last meeting. *Approved.*
  - i. £1,212.67, Groundwork UK, Repayment of unused Neighbourhood Plan Grant.

## 13) REPORTS

- a) Ward Group – *DO reported that there are still funds to be allocated from the CLF fund and it was suggested an application could be made by Pre-School. DO has been speaking to individual*

residents assisting with enquiries and issues. He has been made aware of drug taking/dealing within the Ward and is liaising with the Police to request a routine presence. All villages have set up volunteer support networks which seem to be working well, along with food collections points to support Peterborough Foodbank.

- b) Parish Council Liaison. No report.
- c) Hills & Holes. The fencing along the footpath opposite the cricket grounds and along the Walcot boundary is looking great and is almost finished.
- d) Traffic Calming. No report.
- e) Communications. The village community volunteer group are keeping channels of communication going via a WhatsApp group and notes within Parish News, as well as updates via social media and on noticeboards.
- f) Other meetings not listed. There will be a virtual meeting on 15<sup>th</sup> May to look at proposals for the St Martin's development on Barnack Road. It was agreed SM would attend to represent BPC. **Action** – SM.

#### 14) VILLAGE MATTERS (for the Clerk to address issues raised by Councillors.)

Fly-tipping - There has been a report of fly-tipping at the top of Wittering Road. The clerk will report this to PCC. **Action** - SC.

Spraying – The nettles are high at the bottom of Chapel Lane and weeds are growing up through the pavements. The clerk will speak to Aragon to find out when they are due to be sprayed. **Action** – SC.

Footpath – HB will liaise with Archie Dennis regarding levelling out the footpath by the pond on the footpath leading to Ufford. **Action** – HB.

Drains – HB advised that all the manhole covers have been lifted and the drains cleared. After speaking to the workmen it appears that there were a number of tree roots blocking drains on Main Street – these have now been cleared.

#### 15) OTHER ITEMS

- a) Coronavirus Update. Regular updates are being circulated on social media and within the community volunteer group. Meetings will be continue to be held virtually for the foreseeable future.
- b) Bright Ribbon Campaign – Village food donation point. Food donations are being placed in the Barnack telephone kiosk and collected every Monday morning by PCC for the local foodbank.
- c) Clerk Recruitment. The closing date for applications is 25<sup>th</sup> May and first interviews will be held via Zoom in early June.
- d) Councillor Retirement. BPC wanted to convey their thanks to IC for his support and help as a member of the council and suggested speaking to members of the coronavirus community volunteer group to see if there may be individuals interested in joining the council. **Action** – SC & SM.
- e) Barnack Community Association – Donation towards costs for replacement boiler. Following receipt of three quotations, members agreed a donation of £3,000 to be paid immediately towards the cost of a replacement boiler. **Action** – SC.
- f) VE Day Celebrations – 8<sup>th</sup> May. Due to coronavirus formal VE Day plans were cancelled but many residents were able to hold their own afternoon tea parties with members of their own households in gardens and on the street for socially distanced 'street parties'.

16) **HEALTH & SAFETY** – BPC are keeping informed on the latest Government guidelines regarding Covid 19 via NALC and PCC updates. Meetings will continue to be held via video conferencing until parish councils are advised otherwise.

17) **DATE AND TIME OF NEXT MEETING** – Monday 8<sup>th</sup> June 2020 at 7.00pm via Zoom video conferencing. Residents are invited to attend. Please contact the clerk for log-in details or if you have any queries.

**MEETING CLOSED AT 20.55**