

# TYDD ST GILES PARISH COUNCIL

Minutes of a meeting of Tydd St Giles Parish Council  
held remotely on Thursday 14<sup>th</sup> May 2020.

**Present** - Cllr J Maxwell (Chairman), Cllr M Carter, Cllr T Doyle, Cllr M Hale-Smith, Cllr H Hillam, Cllr G Mathias, Cllr S King (CCC), Cllr C Seaton (FDC), D Gibbs (Clerk), Mr Luck, (Parishioner)

**Apologies for Absence** - Cllr G Minney, Cllr S Clark (FDC)

## **001/20 Annual Meeting of the Parish Council**

The Chairman welcomed everybody to the first virtual meeting of the Council and thanked Mrs Melloy and all of her helpers for providing support to vulnerable members of the community.

- a) Election of Chair and signing of declaration of acceptance - Cllr Maxwell was nominated and elected unanimously. Members authorised him to sign the declaration of acceptance at a later date.
- b) Election of Vice Chair and signing of declaration of acceptance - Cllr Hale-Smith was nominated and elected unanimously. Members authorised him to sign the declaration of acceptance at a later date.
- c) Members reviewed the terms of reference for the Planning Committee and adopted them for the year.
- d) Review and confirmation of standing orders and financial regulations - The Clerk confirmed that the Council has adopted the latest model documents provided by the National Association of Local Councils.
- e) Confirmation of insurance arrangements - The Clerk confirmed that the Council's insurance cover with the Ecclesiastical Insurance Office arranged through Messrs Came & Company expires at the end of May and new quotes are being obtained. Members authorised the Clerk to accept the cheapest suitable quote.
- f) Review of the Council's subscriptions to other bodies - The Council is a member of the Cambridgeshire & Peterborough Association of Local Councils and Cambridgeshire ACRE. Members resolved to continue with both subscriptions.
- g) Confirmation of the Council's register of assets as at 31<sup>st</sup> March 2020 - The register of assets forms part of the annual statement of accounts to be approved under agenda item 011/20(a).
- h) Confirmation of meeting dates for the municipal year - Members resolved to meet on the second Thursday of alternate months, namely 9<sup>th</sup> July, 10<sup>th</sup> September, 12<sup>th</sup> November, 14<sup>th</sup> January 2021, 11<sup>th</sup> March (Parish Assembly) and 13<sup>th</sup> May.

## **002/20 Urgent Items**

There were no urgent matters.

## **003/20 Confirmation of Minutes**

RESOLVED - that the minutes of the meeting held on Thursday 12<sup>th</sup> March 2020 were agreed and signed as a true and accurate record.

## **004/20 Matters Arising**

- a) Defibrillators - Cllr Hale-Smith reported that he had discussed the cheque for £357.29 with the golf captains. The money could be used either for training or towards a new defibrillator. It was suggested that members of the Golf Club might be invited to participate in any training being offered. The cheque will be banked pending a final decision.
- b) Local Highway Improvements - The deadline at the end of May has been relaxed. Members considered potential projects for submission for 2021/22. The Clerk will discuss public rights of way projects with the LHI team to ascertain eligibility for funding.
- c) Sutton Bridge Power Fund - Cllr Hale-Smith now has the name of someone to contact.
- d) Closure of the Churchyard - The closure of the Churchyard will be confirmed within the next few days. Once received, the trees will need to be inspected.
- e) Agricultural tenancies - The draft of the new tenancy agreement will be approved at the next meeting then circulated to the tenants prior to a meeting being arranged.
- f) Parish Council e-mail accounts - As it is not possible for the Clerk to visit members' homes, this matter will be deferred.
- g) Play equipment inspection - Members discussed the condition of the play equipment and the shelter. Options for the mound slide include removal or renovation and excavation around the foot. A project team of Cllrs Maxwell and Carter will consider options and investigate a maintenance contract.
- h) Damage to footbridge on path 238/11 between Chapel Lane and Hall Bank - The Clerk confirmed that the handrail at the side of the bridge was no longer attached to the deck of the bridge and was unsafe. It is not clear who owns the bridge, so the Clerk will investigate.
- i) Green Dog Walker scheme - To be discussed at the next meeting once the results of the survey are known.
- j) NEST Pension scheme - The Clerk will meet with Cllr Doyle to clarify the details of the scheme.
- k) Foul Anchor historical signage - In view of the current situation, it is not possible to progress this issue, but a letter will be delivered to all households in Foul Anchor to confirm support for the project.
- l) Disabled car park markings - The Clerk reported that he had received a quote of £420 to install wheelchair symbols in each of the parking spaces. Members resolved to proceed with this.

## **005/20 Police Matters**

No report had been received. Members noted problems with motorbikes and fly-tipping and an increase in the number of warnings regarding scams.

## **006/20 Cambridgeshire County Councillor Report**

Cllr King reported that the LHI works on Black Dyke footbridge would be completed in late summer. The Highways department had taken advantage of low traffic levels to focus on pothole repairs. The County Council has reorganised some committees, but Cllr King remains on the highways committee. Finally, the new Community Capital Fund is open for bids.

## **007/20 Fenland District Councillor Reports**

Cllr Seaton was unable to present his report, due to technical issues.

## **008/20 Parishioner Issues**

- a) A resident had complained about military flying over the village. The Chairman had responded. Members asked for such matters to be brought to a meeting before a response is sent.
- b) Another resident had complained about the Parish Council's implied support for some residential developments during the call for sites process. The Chairman had spoken to him to clarify the purpose of the process.
- c) Residents in Foul Anchor had requested a new litter bin in the vicinity of the war memorial. Members agreed to purchase a new bin, subject to the identification of a suitable site for it.

## **009/20 Correspondence**

The Clerk outlined the correspondence received since the last meeting, including the following:-

- Circulars and updates from many organisations re Coronavirus outbreak
- Fenland District Council re street light condition survey
- Internal and external auditors re annual audit process
- Combined Authority re bus service review
- FDC re renewal of Dog Public Spaces Protection Order
- Mike Brooks, county Speedwatch Coordinator re attendance at meeting

The North Level District Internal Drainage Board reported a collapsed culvert on the Council's land at Fen Lane. Cllr Carter and the Clerk have inspected the site. The culvert is required to gain access to the land, so it must be renewed. The Drainage Board can undertake the work or provide a list of other contractors capable of doing so. Members asked the Clerk to obtain a quote from the Drainage Board to complete the works.

## **010/20 Planning**

No applications have been submitted since the last meeting of the Planning Committee.

The Clerk reported that the application at The Hollies, Middle Broad Drove, was granted permission against officer advice.

An application has been submitted under the Agricultural Prior Notification procedure for the conversion of an agricultural building at Oakley Farm, Black Dyke, into a 2-bedroom dwelling.

## **011/20 Finance**

- a) Approval of internal accounts for 2019/20 - the accounts were approved.
- b) Approval of the Governance and Management Risk Assessment - the Risk Assessment was approved.
- c) Approval of the Certificate of Exemption 2019/20 - the Certificate of Exemption was approved.
- d) Approval of the internal audit report - the internal audit report was approved. No issues were raised. Members noted the comments made by the auditor regarding the excellent standard of presentation of the records and clarity of explanations during the audit process and thanked the Clerk for his professionalism in the preparation and presentation of the accounting records.

- e) Approval of the Annual Governance Statement 2019/20 - the Annual Governance Statement was approved.
- f) Approval of the Accounting Statements 2019/20 - the Accounting Statements were approved.
- g) Confirmation of the dates for the period for the exercise of public rights - the period will commence on Monday 15<sup>th</sup> June and end on Friday 24<sup>th</sup> July. The notice will be published on Friday 12<sup>th</sup> June.
- h) Updated financial statement for the period to the end of April - deferred to the next meeting.
- i) Approval of the following payments:-

Tydd St Giles CC & RG (room hire) .....	£	60.00
CGM Ltd (grounds maintenance) .....	£	489.94
D A Gibbs (salary April and May).....	£	875.84
CAPALC (subscription and data protection scheme) .....	£	458.85
Maxey Grounds & Co LLP (land tenancies).....	£	600.00
North Level District Internal Drainage Board (drainage rates).....	£	460.19
I Cooper (internal audit).....	£	130.00
		<u>£ 3,074.82</u>

RESOLVED - that the above payments totalling £3,074.82 be approved for payment.

**012/20 Reports from Members**

- a) Highways - Cllr Hale-Smith reported that a number of potholes have been repaired. He suggested that a barrier be erected to guide pedestrians away from the drop from the pavement into the dyke adjacent to Northview, Hockland Road.
- b) Street Lighting - In the absence of Cllr Minney, no report was received.
- c) Churchyard - See 004/20(d) above.
- d) Trees - Nothing to report. Cllr Mathias agreed to take over the tree portfolio from Cllr Carter.
- e) Land tenancies - The draft tenancy agreement will be considered at the next meeting.
- f) Foul Anchor - A defibrillator sign is required for the notice board.
- g) Community Centre - Eight new emergency lights have been fitted, replacing the old ones that failed a recent test. The Centre is closed for the foreseeable future.
- h) Waterway Walk - No further meetings have taken place, however there may be an opportunity for the partners to participate in the Foul Anchor history project.
- i) Communications - Cllr Maxwell announced that the newsletter was not printed.

**013/20 Date of Next Meeting**

The next meeting of the Parish Council will take place on Thursday 9<sup>th</sup> July at 7.30pm. Details to be confirmed.

The meeting closed at 10.25pm