

TYDD ST GILES PARISH COUNCIL

Minutes of the Annual Meeting of Tydd St Giles Parish Council held in the Community Centre on Thursday 12th May 2022

Present - Cllr T Doyle (Chairman), Cllr C Brooks, Cllr M Carter, Cllr B Luck, Cllr G Mathias, Cllr A Renshaw, D Gibbs (Clerk), M Burton, D Grainger, M Holman, S Holman, A John (Parishioners)

Apologies for Absence - Cllr K Malin, Cllr S King (CCC), Cllr S Clark (FDC), Cllr C Seaton (FDC)

Public Time - Mr Holman noted that residents attending the Annual Parish Meeting had commented on the lack of community events in the village. He asked whether such events would be covered by the Council's public liability insurance. The Clerk confirmed that only events organised by the Parish Council would benefit from such cover and that the Community Centre charity holds similar insurance cover for its own events, but activities arranged by third parties would require their own cover.

001/22 Chairman's Announcements

None.

002/22 Urgent Items

None.

003/22 Annual Meeting of the Parish Council

- a) Election of Chair - Cllr Doyle was nominated by Cllr Mathias, seconded by Cllr Luck and duly elected. Members resolved to allow him to sign his declaration of acceptance at the end of the meeting.
- b) Election of Vice Chair - Cllr Mathias was nominated by Cllr Doyle, seconded by Cllr Luck and duly elected. Members resolved to allow him to sign his declaration of acceptance at the end of the meeting.
- c) Members reviewed and readopted the terms of reference for the Planning Committee.
- d) Members reviewed and confirmed the standing orders and financial regulations.
- e) The Clerk confirmed that the Council holds adequate insurance for all known risks with Royal and Sun Alliance, arranged through Community Action Suffolk, with a renewal date of 1 June on a three-year agreement from 2020.
- f) The Clerk reminded members that they hold subscriptions to the Cambridgeshire and Peterborough Association of Local Councils and to Cambridgeshire ACRE. Members resolved to continue both subscriptions.
- g) The register of assets has been updated to include recent purchases and the total value of assets now stands at £402,659.
- h) Members resolved to meet on the second Thursday of alternate months, namely 7 July, 8 September, 10 November, 12 January 2022, 9 March and 11 May. The July meeting is brought forward one week as the Community Centre is not available on the usual date.

004/22 Confirmation of Minutes

- a) RESOLVED - that the minutes of the meeting held on Thursday 10th March 2022 be agreed and signed as a true and accurate record.
- b) RESOLVED - that the minutes of the Planning Committee meeting held on Thursday 31st March 2022 be agreed and signed as a true and accurate record.
- c) RESOLVED - that the minutes of the Planning Committee meeting held on Wednesday 13th April 2022 be agreed and signed as a true and accurate record.

005/22 Matters Arising

- a) Drainage Issues - No further progress.
- b) Parking in Church Lane - No further progress.
- c) Parking at Church Lane, Hockland Road, Kirkgate junction - The Police will monitor the situation on routine visits to the village.
- d) Local Highway Improvements - The application for a second MVAS speed monitoring device was approved by the County Council's Highways and Transport Committee.
- e) Dog waste bins - The new bins for Hall Bank, Fold Lane and Cats Lane will be installed in the next two weeks. A new litter bin for High Broadgate has been ordered.
- f) Maintenance of the churchyard - The Community Payback team is still unable to attend due to Covid restrictions on shared use of vehicles. The Clerk is monitoring the situation.
- g) Allotments - See agenda item 015/22 below.
- h) Foul Anchor notice board - The area adjacent to the war memorial will be cleared by the Community Payback team when they are able to visit.
- i) Crown & Mitre public house - An application to designate the pub as an asset of community value has been submitted.
- j) Annual Parish Meeting - The Chairman reported that the Annual Parish Meeting had been very successful, despite the unforeseen absence of the Cambridgeshire Police representative. Members agreed to adopt the same format for next year's meeting.

006/22 Police Matters

No meetings have taken place. The next meeting is scheduled for 20 May.

007/22 Cambridgeshire County Councillor Report

Cllr King submitted a written report confirming the approval of the LHI application. The report also included a summary of the recent work of the Think Communities team, who have asked to be informed of projects taking place in the parishes which they might support.

008/22 Fenland District Councillor Reports

Cllr Seaton submitted a written report, in which he reminded members of the forthcoming deadline for submissions to the Boundary Commission review.

009/22 Clerk's Report

The Clerk reported on meetings attended and correspondence received since the last meeting.

Road closures will be in place in Cross Drove from 16 to 18 May and at the junction of Hockland Road, High Broadgate and Hall Bank from 18 to 22 July. The County Council has launched a Transport Strategy Stakeholder Engagement survey until 19 June. The consultation on the Fenland Electoral Review of ward boundaries runs until 6 June. The Police and Crime Commissioner has a Virtual Round Table on 27 June. Cambridgeshire Crimestoppers is appealing for volunteers to set up local groups.

010/22 Play Equipment Working Group

Cllr Mathias is preparing information for funding bids when suitable opportunities arise. The group intends to consult the community for ideas regarding equipment in the coming months.

011/22 Data Gathering and Digital Mapping

Cllr Luck reported that he had prepared a map of potential sites for allotments following the response to the public consultation. He noted that the Parish Online mapping system now includes energy performance certificate ratings for properties in the parish, which might be helpful in identifying households needing additional support from outside agencies.

012/22 Member and Parishioner Issues

- a) Sewage in dyke, Hockland Road - The Environment Agency has been asked to investigate the source, but it is unclear whether or not they have done so. The resident has already contacted the District Council and the Drainage Board. Members agreed to further reporting of this issue to encourage a more immediate response. The Clerk will visit the resident.
- b) Footbridge on footpath 238/11 off Chapel Lane - The Clerk has contacted the County Council's Bridges Officer and is awaiting a response.

013/22 The Queen's Platinum Jubilee Celebrations

The Chairman reported that there had been a good response to the appeal for volunteers on Facebook and at the Annual Parish Meeting and that a meeting will be held next week to finalise the plans. The celebrations will include a carpet of flowers in the church on Wednesday, a church service, bell ringing, unveiling of the plaque and the lighting of the beacon on Thursday, a quiz in the Crown & Mitre on Friday and a family fun day on the Recreation Ground on Sunday. There will also be a dedication event for the WI tree on the Recreation Ground. A goody bag of jubilee memorabilia will be given to children of primary school age, funded by the Brigstock & Wren's charity. The cost of the plaque on the village sign was covered by a crowdfunding campaign.

014/22 Brigstock & Wren's Charity

The Chairman reported on a meeting requested by the Trustees of the charity to discuss the process of appointing Trustees. The scheme of administration drawn up by the Charity Commission in 1992 for the administration of the charity specifies eight Trustees, to be made up of the rector of the parish church, five individuals appointed by the Parish Council and two others co-opted by the Trustees. The appointed Trustees serve a four-year term of office and may then be re-appointed. The co-opted Trustees serve a five-year term of office and may then be re-appointed. The Trustees were concerned that the Council had recently resolved to replace a serving Trustee at the end of their term of office, rather than re-appointing him. They also expressed their disappointment that they heard of this from a third party before being notified formally. The Chairman had apologised for this communication breakdown and promised to take steps to prevent a reoccurrence.

The Trustees wished to reduce the number of appointments made by the Parish Council and increase the number of co-opted places, however this requires the approval of the Council. Members discussed the implications of the proposal. It was felt that the Council was a more independent and accountable body. They noted that this was the first time in 30 years that any disagreement had occurred regarding an appointment. They also felt that the candidate nominated had exceptional knowledge and experience and that the charity had been strengthened by his appointment. Members resolved not to agree to the proposed change to the governing document.

015/22 Allotments

Members discussed the response to the recent consultation on the need for allotments in the village. They resolved to arrange a public meeting of interested parties. Cllr Mathias agreed to lead the meeting and Cllr Luck will assist Cllr Mathias in the consideration of potential sites.

016/22 Portfolio Responsibilities

The Chairman proposed that a separate meeting be held to discuss this.

017/22 Finance

- a) Members approved the internal accounts for the 2021/22 financial year.
- b) Members reviewed and approved the Governance and Management Risk Assessment.
- c) Members approved the internal audit report. There were no matters requiring attention.
- d) Members reviewed and approved the Annual Governance Statement 2021/22 and authorised the Chairman to sign it.
- e) Members reviewed and approved the Accounting Statement 2021/22 and authorised the Chairman to sign it.
- f) Members resolved that the period for the exercise of public rights be from Monday 13 June to Friday 22 July.
- g) Members confirmed the appointment of Ivan Cooper as Internal Auditor for 2022/23.
- h) Members noted the following sum received since the last meeting:-

Fenland District Council (precept).....£ 7,500.00

- i) Members ratified the following payments made since the last meeting:-

HMRC (NIC)	£ 16.48
The CGM Group (East Anglia) Ltd (grounds maintenance)	£ 207.31
Fenland District Council (bin emptying)	£ 81.60
East of England Ambulance Service NHS Trust (defibrillator pads)	£ 70.08
The CGM Group (East Anglia) Ltd (grounds maintenance)	£ 462.62
Fenland District Council (election costs).....	£ 232.74
North Level District Internal Drainage Board (drainage rates)	£ 520.66
D Gibbs (salary April)	£ 727.73
	£ 2,319.22

- j) Members approved the following payments:-

D Gibbs (salary May).....	£ 727.73
C Elcock (tree work).....	£ 1,050.00
The CGM Group (East Anglia) Ltd (grounds maintenance)	£ 561.82

Cambridgeshire ACRE (subscription)	£	57.00
Business Services at CAS Ltd (insurance).....	£	478.80
M Carter (excavator hire).....	£	180.80
I Cooper (audit fee).....	£	140.00
		<u>£ 3,196.15</u>

Cllr Mathias requested clarification of the different elements of the grounds maintenance contract and the ownership of the land involved. The Clerk will provide this information.

- k) Members authorised the signing of a direct debit mandate in favour of the North Level District Internal Drainage Board.
- l) Members considered a request for funding under Section 137 of the Local Government Act 1972 from Citizens Advice Rural Cambs. They resolved to contribute £300.

018/22 Speed Monitoring

No further data was available.

019/22 Reports from Members

- a) Highways - Cllr Mathias will inspect the roads and footpaths during June and report to the next meeting.
- b) Street Lights - Cllr Luck will meet with the Clerk to resolve the outstanding issues and instruct the District Council accordingly.
- c) Churchyard - Cllr Doyle reported that no further work is planned on trees this year. Removal of undergrowth will recommence when the Community Payback team is available.
- d) Trees - nothing further to report.
- e) Foul Anchor - See 005/22(h).
- f) Community Centre - Cllr Carter reported that the committee hosted a Toy and Games Fair which was highly successful. It is hoped that this will become an annual event. The Community Centre charity has taken on the bar licence to give them more control and to generate funds. Concern has been expressed regarding the condition of the recycling bins outside the Community Centre and the need to have more than one paper bank. The Chairman suggested that this was a matter for the Community Centre committee to determine. It was also suggested that the Council might circulate information to remind residents of the many other options for recycling household waste.
- g) Waterway Walk - The Clerk reported that the permissive walkway along the North Level Main Drain will reopen on 1 June.

020/22 Date of Next Meeting

The next meeting of the Parish Council will take place on Thursday 7th July 2022 at 7.30pm in the Community Centre.

The meeting closed at 9.15pm