

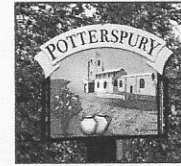
# Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurtypc.org.uk

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## MINUTES of the meeting of Potterspurty Parish Council held remotely on Wednesday 8 April 2020 at 7:30pm by Video Conference

in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 No.392 dated 4 April 2020 (Coronavirus Regulations 2020)

**Councillors present:** Dr S Parkin (Chair), Mrs J Millidge (Vice Chair), Mr R Kilvert, Mr R Armstrong, Mr M Wootton, Mr G Lucas, Mr S Norris, Mrs B Silvester, Mr R Capps, Mr S Dring, Mrs J Blunden.

**Parish Clerk:** Mrs J Spence.

**Apologies:** Cllr Rev Whittaker (Church commitment).

County Cllr A Walker, District Cllr A Medina and Mr C Coppin NHW Coordinator also sent their apologies.

5779	<b>APOLOGIES:</b> <i>It was resolved to approve the apologies for absence from Cllr Whittaker.</i>	
5780	<b>MINUTES:</b> (i) <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 11 March 2020, which were duly signed by the Chair.</i> (ii) <i>It was resolved to approve as a true record the Minutes of the Parish Council Planning Meeting held on 25 March 2020, which were duly signed by the Chair.</i> (iii) <i>It was resolved to approve as a true record the Minutes of the Extraordinary Meeting of the Parish Council held on 1 April 2020, which were duly signed by the Chair.</i>	
5781	<b>MATTERS ARISING:</b> (i) <b>Annual Parish Assembly</b> due to be held today, will now be held on 13 May 2020. (ii) <b>Annual Meeting</b> due to be held 13 May 2020: <i>It was resolved to postpone the 2020 Annual Meeting in accordance with the above Coronavirus Regulations 2020 Section 6(c) until a future date to be agreed or May 2021, whichever is sooner.</i> (iii) <b>Parish Council Elections</b> planned for 7 May 2020 have been cancelled.	
5782	<b>DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT:</b> (i) Cllr Millidge - cheque reimbursement of expenses Minute 5787 (v). (ii) Cllr Silvester - Village Organisations (Village Hall Committee) Minute 5788 (iii).	
5783	<b>MINUTES ACTION REPORT:</b> Noted.	
5784	<b>PUBLIC FORUM:</b> <b>Mr Craig Coppin – NHW Coordinator provided a report by email:</b> Latest crime figures not available as the Police website is focusing on Covid-19. Scams include: Coronavirus; HMRC; postal and delivery. Since the March meeting, vans have been broken into and tools and contents stolen. Suspicious activity in Meadow View playing field and car park, including breaches of the Government lockdown and anti-social behaviour. The PC expressed thanks to Mr Coppin for his helpful and pro-active posting on Facebook since during the Coronavirus crisis.	
5785	<b>PLANNING</b> (i) <b>Planning Applications:</b> (a) <b>S/2020/0435/FUL</b> Installation of a septic tank and siting of a static caravan. East Pury,	


	<p>Furtho Lane. <b><i>It was resolved to submit a response to SNC of objection on the grounds: This is a development in open countryside with no justification and nothing to support its use. No smallholding work has been or is being undertaken and there is no evidence it is required other than to eventually turn the temporary accommodation into a permanent residence. There are concerns that if permission is granted it will result in linear development and increased traffic along the bridleway (public right of way). The PC are also concerned that the development will not be in support of onsite horticulture but general trading.</i></b></p> <p>(b) <b>S/2020/0443/FUL</b> Single storey rear extension. West Lodge, Wakefield Lodge Estate. <b><i>It was resolved to submit a comment that the exterior should be of stone to be sympathetic to the existing building and existing street scene.</i></b></p> <p>(ii) <b>Planning Decisions:</b></p> <p>(a) <b>S/2020/0056/FUL</b> Roof windows install into roof line (retrospective), 24 Woods Lane. Refusal 16/03/2020. <b><i>Noted.</i></b></p> <p>(b) <b>S/2019/2478/FUL</b> Tree house to rear. 26 Blackwell End. Approval 18/03/2020. <b><i>Noted.</i></b></p> <p>(c) <b>S/2019/2419/FUL</b> Full planning permission for the conversion of existing agricultural barn to form dwelling. Pinchgut Farm, Watling Street. Approval 27/03/2020. <b><i>Noted.</i></b></p> <p>(iii) <b>Other Planning Matters:</b> On 30/03/2020 SNC Planning advised that hard copy planning application consultations to PCs had ceased and will only be sent via email due to Covid-19 restrictions. Cllr Lucas advised that he therefore wished to stand-down as Planning Consultant.</p>	
5786	<p><b>PLAY AREAS</b></p> <p>(i) <b>Inspection Reports: February-March:</b> <b>Meadow View:</b> Cllr Blunden submitted her report by post to the Clerk.</p> <p>(ii) <b>Closures:</b> On 23/03/2020 at 10:30pm, following instructions from the Government, all play areas were closed and locked and "closed" signs erected. Notification of the closures were reported on the PC website and Facebook.</p> <p>(iii) <b>Meadow View Playing Field:</b> The outdoor gym equipment, swings and picnic bench areas are also closed for public use, also reported on PC website and Facebook. <b><i>It was resolved to place additional "closed" signs on this equipment.</i></b></p> <p>(iv) <b>Inspection Reports: March-April:</b> <b>Meadow View</b> – Cllr Wootton. <b>Mays Way, Village Hall, Blackwell End</b> – Cllr Norris. Following Government instructions regarding self-isolation, social isolation and the play area closures, no inspections were done. <b><i>It was resolved that whilst these Government instructions remain in place there will be no play area equipment inspections by Councillors until further notice.</i></b></p> <p>(v) <b><i>It was resolved to thank residents via Facebook, the PC website and The Old Mail, who have abided by the Government instructions and not used the play areas and equipment.</i></b></p>	<p>JM</p> <p>JM</p>
5787	<p><b>FINANCE</b></p> <p>(i) <b>Budget Report:</b> <b><i>It was resolved to accept the Budget Report. It was resolved that Cllr Norris and the Clerk will prepare a reserves report.</i></b></p> <p>(ii) <b>Bank Balances: Total £62,400.06.</b></p> <p>(a) Lloyds Current: £21,589.73 (31/03/2020).</p> <p>(b) Lloyds Deposit: £40,810.33 (31/03/2020).</p> <p>(c) Funds Transfer: £15,010.17 Deposit to Current (including interest) on 16/03/2020.</p>	<p>SN</p> <p>JS</p>



<p>(iii) (a) (b)</p> <p>(iv)</p> <p>(v)</p> <p>(vi)</p>	<p><b>Receipts:</b> Lloyds Deposit: March interest £23.99. D Whittaker: Test online transfer to be deducted from next payment: £5.00</p> <p><b>Potterspurty Recreation Ground: It was resolved to approve the cheque payment to Shield Total Insurance £159.85 for allotment insurance 2020/2021.</b></p> <p><b>Payments:</b> Invoices verified by Cllr Kilvert prior to meeting. Cheques written and issued by Cllr Norris, following signature by two signatories. <b>It was resolved to approve the payments as listed.</b></p> <table border="1" data-bbox="248 506 1390 1003"> <thead> <tr> <th>Chq</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>3104</td> <td>J Spence: Clerk salary March</td> <td>687.24</td> <td>0.00</td> <td>687.24</td> </tr> <tr> <td>3105</td> <td>J Spence: Clerk mileage £29.70 &amp; office £77.70 March</td> <td>107.40</td> <td>0.00</td> <td>107.40</td> </tr> <tr> <td>3107</td> <td>HMRC: PAYE £171.80 &amp; Employer NI £19.32 March</td> <td>191.12</td> <td>0.00</td> <td>191.12</td> </tr> <tr> <td>3108</td> <td>B Osborne: Payroll services January-March (6234)</td> <td>64.50</td> <td>0.00</td> <td>64.50</td> </tr> <tr> <td>3109</td> <td>A Stockton: Litter picking March</td> <td>80.00</td> <td>0.00</td> <td>80.00</td> </tr> <tr> <td>3110</td> <td>DNH Contracts: Dog bins March (1447)</td> <td>64.56</td> <td>12.91</td> <td>77.47</td> </tr> <tr> <td>3115</td> <td>J Millidge: reimbursement various</td> <td>43.25</td> <td>4.65</td> <td>47.90</td> </tr> <tr> <td></td> <td>Microsoft: Teams audio conference license (Chq R Capps)</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>3111</td> <td>Instantprint: Covid Volunteers leaflets (Chq E James)</td> <td>35.99</td> <td>0.00</td> <td>35.99</td> </tr> <tr> <td>3112</td> <td>RTM Landscapes: Tree works (2187)</td> <td>3850.00</td> <td>770.00</td> <td>4620.00</td> </tr> <tr> <td>3113</td> <td>RTM Landscapes: Grounds contract mowing (2213)</td> <td>590.00</td> <td>118.00</td> <td>708.00</td> </tr> <tr> <td>3114</td> <td>R Phillips: Village Handyman labour &amp; materials (0015)</td> <td>434.48</td> <td>23.40</td> <td>457.88</td> </tr> <tr> <td></td> <td></td> <td><b>6148.54</b></td> <td><b>928.96</b></td> <td><b>7077.50</b></td> </tr> </tbody> </table> <p>Microsoft Teams invoice payable to Cllr Capps held back at the request of Cllr Capps and will be reimbursed when banking returns to normal.</p>	Chq	PAYEE	Net £	VAT £	Total £	3104	J Spence: Clerk salary March	687.24	0.00	687.24	3105	J Spence: Clerk mileage £29.70 & office £77.70 March	107.40	0.00	107.40	3107	HMRC: PAYE £171.80 & Employer NI £19.32 March	191.12	0.00	191.12	3108	B Osborne: Payroll services January-March (6234)	64.50	0.00	64.50	3109	A Stockton: Litter picking March	80.00	0.00	80.00	3110	DNH Contracts: Dog bins March (1447)	64.56	12.91	77.47	3115	J Millidge: reimbursement various	43.25	4.65	47.90		Microsoft: Teams audio conference license (Chq R Capps)	0.00	0.00	0.00	3111	Instantprint: Covid Volunteers leaflets (Chq E James)	35.99	0.00	35.99	3112	RTM Landscapes: Tree works (2187)	3850.00	770.00	4620.00	3113	RTM Landscapes: Grounds contract mowing (2213)	590.00	118.00	708.00	3114	R Phillips: Village Handyman labour & materials (0015)	434.48	23.40	457.88			<b>6148.54</b>	<b>928.96</b>	<b>7077.50</b>	
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<p>5789</p> <p>(i)</p> <p>(ii)</p> <p>(iii)</p>	<p><b>VILLAGE MATTERS</b></p> <p><b>Mill Pond Conservation Area:</b> <b>It was resolved that Cllr Dring will undertake the herbicide spraying.</b> Tree works have been done and Cllr Lucas has cut down brambles which will make good nesting. Replanted saplings will require watering due to current dry spell.</p> <p><b>Defibrillator Monthly Check:</b> Cllr Parkin advised in working order.</p> <p><b>CCTV Monthly Check:</b> CCTV in working order.</p>																																																																							
<p>5790</p> <p>(i)</p>	<p><b>CONSULTATIONS:</b></p> <p><b>MK 2050 Futures Consultation:</b> The planned meetings at SNC on 18/03/2020 and Castlethorpe Village Hall on 19/03/2020 were cancelled due to coronavirus. The plans outlined in this consultation will be carefully monitored as they will have a very detrimental effect on the village and the area in general.</p>	<p>SP JM</p>																																																																						



	<b><i>It was resolved that Cllr Parkin and Cllr Millidge will respond to the consultations.</i></b>	
5791	<b>Next Parish Council meetings Wednesday 13 May 2020 to be held remotely by video conference:</b> <b>7:00pm Annual Parish Assembly</b> <b>7:30pm Parish Council Meeting</b>  <b>Please check PC website for updates – <a href="http://www.potterspurypc.org.uk">www.potterspurypc.org.uk</a></b>	
	The Chair closed the meeting at 9:15pm	
		JS 17/04/2020

Signed 

Date 16 May 2020