

POLEBROOK ORDINARY PARISH COUNCIL MEETING

Minutes of the May agenda meeting items discussed via email due to the current COVID 19 situation whereby it was agreed that it was not appropriate to hold a physical meeting.

Minutes

20.001 Election of Officers

20.001.1 To elect the Chairman

It was proposed by Cllr Slater and 2nd by Cllr Middleton that Cllr North be elected as Chairman

20.001.02 To elect the Vice-Chairman

It was proposed by Cllr Slater and 2nd by Cllr North that Cllr Middleton be elected as Vice-Chairman

20.001.03 To appoint the Internal Controllers

It was proposed by Cllr Slater and 2nd by Cllr Middleton that Cllr Ashby be elected as Internal Controller

20.002 In attendance

Due to not being able to hold a physical meeting due to the current situation all decisions have been made via email and a record kept by the Clerk.

20.003 To receive member's Declarations of Interest in any item on the agenda and to consider any dispensations. Councillors are reminded that if they have either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.

Cllr North on item 20.015 and 20.018.2.

20.004 To resolve to exclude members of the public/press from the meeting during the transaction of any items on the agenda identified by Council as containing confidential information.

Not applicable as no physical meeting held.

20.005 To resolve that the Minutes of the meetings held on Tuesday 3rd March 2020 be signed as a correct record.

It was RESOLVED that the minutes of the meetings held on 3rd March 2020 be signed as a true record.

Proposed Cllr Middleton Seconded Cllr Slater UNANIMOUSLY agreed.

To be signed at the first available opportunity.

20.006 Delegating Powers to the Clerk

As the Covid pandemic has stopped the council working in its usual manner it was agreed via email that the Clerk would be given Delegated Powers in order that the business of the council would run smoothly. The Clerk had requested that she would carry out this role in conjunction with the Chairman and the Standing Orders of the Councils were updated accordingly.

Proposed Cllr Middleton Seconded Cllr Slater UNANIMOUSLY agreed.

20.007 Co-option of Parish Councillor

Unfortunately no Parishioner put themselves forward therefore the Clerk will continue to advertise the vacancy.

20.008 Public Forum – members of the public are invited to express their views and concerns on matters relating to items on this agenda and other items of note.

Not Applicable

19.009 To consider matters arising from the previous meeting which are not covered in the following agenda.

Nothing to note not already covered as an agenda item

20.010 To resolve any highways issues

20.010.1 To receive an update on the VAS

The sign is producing results which show that many vehicles are speeding at times up to 50mph in a 30mph limit.

20.010.2 To discuss the upgrade of the street lighting

On hold as not meeting with contractors at the moment.

20.011 To receive an update on the Western Power project

A small footpath has been installed leading from the allotment gate to the substation. Western Power still waiting for their contractor to return to finish the path on the corner as you enter the village.

20.012 To receive a report on the financial situation of the Council

20.012.1 To receive a report on the account's reconciliation

Accounts Reconciliation	Amount
Barclays Current Account as at 17 th April 2020	6,763.74
Barclays Savings Account	55,680.66

20.014 To consider any new and current planning applications not already dealt with prior to this meeting.

20/00482/FUL

Singe storey extension linking house to garage at Orchard House Lutton Road Polebrook Peterborough Northamptonshire PE8 5LX (PP-08656900)

No objections to the application.

20.015 Bone Mill Lane

The sale of Bone Mill Lane has now officially been completed and the monies transferred. The Clerk has transferred a large sum of these monies to the interest account.

20.016 To receive a report regarding the Village Hall with an update from the Chairman

20.016.1 Newflame Contract & Insurance

The Clerk had been informed that the Council should not be directly paying for the village hall contracts or insurance as it is run by a management committee under Charity Commission rules.

The Clerk took advice from the Insurance company, CALC and the Council Auditor and all agreed that as the hall did not belong to the Council, only held as an asset as Custodian Trustees then the hall committee must meet their own expenses. Should they find that they are unable to fund raise then they could ask to apply for a grant in the future. With the Village Hall accounts currently over £5,000 in funds it was agreed that Council will stop making their payments.

The Clerk to assist them in setting up their own policy if they require assistance and that the Council would claim a refund on the hall insurance. Council to stop paying for the insurance at the end of July.

Four councillors in agreement, one against.

20.016.2 To receive an update from the Chairman of the Management Committee

Nothing to report as the village hall is currently closed.

20.017 To discuss issues at the allotment

Due to the current situation no works have taken place on the allotments as our contractor is currently not working.

Since down-sizing a number of the allotments, seven in fact have since been let, 4 to someone from Ashton and 3 to Polebrook Parishioners, which will give us extra income in order to keep the allotments self-sufficient. Another may go soon when a new Parishioner moves into the village.

Unfortunately, a few complaints had been received regarding tenants not sticking to their tenancy agreements, the Chairman and Clerk had written to all allotment holders reminding them of their tenancy agreements and that the rules are there for a reason, tenants have been informed that should they continue to not be running their allotment in accordance with the

