

FARCET PARISH COUNCIL

The Minutes of meeting held 7th June 2022 at Farcet Village Hall

L Granger, M Rainey, J Hughes, D Gillam, A Cunningham and the Clerk Mrs E Tajer
District Cllr Butler, District Cllr Howell,
0 Member of the public were present

MEMBERS: 11

QUORUM: 4

Public Participation

This section (at the Chairman's discretion may last up to 15 minutes) is to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting.

None

2762/22-23 Receive and approve apologies

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

Resolved: N Benn

2763/22-23 Receive Disclosable Pecuniary Interest declarations

Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)

Resolved: None

2764/22-23 Approve the minutes of the meetings held on 10th May 2022 (LGA 1972 Sch12 para 41(1))

Resolved: It was proposed by Ms Hughes, seconded by Mr Granger and agreed to approve the minutes for signing.

There were amendments to the minutes, Item added to payments.

2765/22-23 Matters Arising from the minutes of the meeting of 10th May 2022

Resolved: None

2766/22-23 Matters for information and reports

1. Representatives on outside bodies
District Cllr Howell introduced herself to the Parish Council.
District Cllr Butler suggested that there were a number of 20mph limit signs missing on Main Street- Parish Council to investigate.
Speedwatch- checks have begun, however faulty equipment has hindered some checks.
Social Echo- Farcet Parish Council was invited to become involved in the group which covers Yaxley and Farcet.

2767/22-23 Village matters

1. Plan of priorities for the village (includes Community projects and feedback from working group on Church Walk and Haddon Way)

Resolved: Blue Plaque- The project had been on hold although it has now restarted.

Haddon Way- the Clerk has requested a 25-year lease, but advised the PC would be open to alternatives. Rental details and costs to renegotiate the lease were requested.

Church Walk- Ms Hughes as requested updated prices and Mr Granger is still liaising with Hunts DC regarding the additional land.

After school provision- Clerk to chase Cambs CC for a response

Portable Speedwatch signs- options were circulated and agreed for the Clerk to obtain quotations.

District Cllr Howell suggested contacting Holme Parish Council, as they recently purchased similar signs.

VH Kitchen- The Chair raised the following questions- should the kitchen units be stainless steel and should the residents of the Parish be consulted on the renovations?

Boiler options- The Chair enquired whether other heating sources should be considered such as 'air source' rather than gas boiler. Mr Cunningham to make inquiries.

2768/22-23 Cemetery and allotments

1. War memorial renovation

Resolved: A quotation was circulated from Fenland Stoneworks, after a discussion it proposed by Mr Rainey, seconded by Mr Granger and agreed to accept the quotation for £1944 (incl VAT). This was the only quotation available as it was not possible to obtain further quotations.

2. Request for a new grave location

A discussion took place regarding the request, however the location requested is not available as it is a footpath leading to the cremated remains. The Parish Council can offer two alternatives, which the Clerk will discuss the funeral director.

2769/22-23 Planning (Please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body)

1. Approvals/Refusals/Appeals- None

2. New Applications- None

2770/22-23 Finance

1. Approve accounts for payment (LGA 1972 s150 (5))

1803/1804	7/6/2022	s/o Cheque	Clerk and Caretaker	Wages	£941.66 £254.80
1805	7/6/2022	s/o	Superannuation	Contribution employee and employer	£276.90
1806	7/6/2022	s/o	Clerk	Home office	£43.33
1807	7/6/2022	Cheque	HMRC	PAYE	£266.93
1808	7/6/2022	Cheque	Mr M Kinder	Village Warden	£305.80
1809	7/6/2022	Cheque	Clerk	Expenses	£19.00
1810	7/6/2022	Cheque	Beeby's	Village maintenance	£2016
1811	7/6/2022	Cheque	Balfour Beatty	Street Light maintenance	£131.10
1812	7/6/2022	DD	Hunts DC	Business rates	£132.30
1813	7/6/2022	DD	Npower	Street light energy	£26.33
1814	7/6/2022	Cheque	Wave	Chapel water	£14.83
1815	7/6/2022	Cheque	Wave	VH Water	£77.06
1816	7/6/2022	Cheque	Hunts DC	Election charge	£192.58
1817	7/6/2022	Cheque	Mr Bradley	Burial plot refund	£300.00

Resolved: It was proposed by Mr Granger, seconded by Mr Cunnington and agreed the accounts for payment.

2. Acknowledgement of Annual Governance statement

Section 1 of the Annual return Members of Farcet Parish Council was issued with all accounts for the year ending 31 March 2022. The Council acknowledged their agreement that all statements in Section 1 Annual Governance were correct. Although the following comments were raised by the Chair:

1/ Financial regs were updated in 2019

2/ Precept agreed by email, as no meeting took place

3/ Risk assessments- tree survey took place, last ROSPA report 2020

3. Agreement and signing of the accounts for 2021/2022

Members of Farcet Parish Council acknowledged their responsibility and confirmed to the best of their knowledge and belief that the accounts had been prepared in accordance with Section 2 Statement of Annual Governance for the Annual Return year ended 31 March 2022.

It was proposed by Ms Hughes, seconded by Mr Granger and unanimously agreed that the accounts should be signed as a true record.

4. Payment of the Caretaker

Resolved: The Parish Council confirm Mr Homewood will receive monthly payslips.

2771/22-23 Parish Council

1. Standing orders review

Resolved: The updated and amended Standing orders were circulated to all councillors prior to the meeting. It was proposed by Mr Cunningham, seconded by Mr Rainey and agreed to adopt the Standing Orders.

2. VH Fees review and booking procedures

Resolved: It was proposed by Mr Granger, seconded by Mr Rainey and agreed that the village hall fees would not increase, however a review will take place in February 2023.

It was also agreed that full payment plus a damage deposit of £100 would be taken at the time of the booking, with the deposit refunded within 14 days of the hire. The Clerk will revise the booking form and it was agreed to investigate digital booking/payment platform for the village hall.

3. VH Gas/electricity contracts

Resolved: The Clerk highlighted the existing prices from British Gas and the prices should the PC agree a 1-year fixed plan. Mr Rainey agreed to obtain further prices and it was agreed this would be an agenda item for next meeting.

4. Village hall cleaning

Resolved: The cleaner resigned with immediate effect. It was proposed by Ms Hughes, seconded by Mr Granger and agreed to ask the caretaker whether he would be prepared to temporarily clean the hall. The Clerk will produce a cleaning specification for consideration before submitting to cleaning companies for tender.

5. Confirmation of Clerk's working hours availability

Resolved: The Clerk's contracted hours are 17 hours a week, there is no stipulation on the days or availability for these hours.

The Clerk advised she is normally in the office from 9:30am, however this can vary. She advised she will look into adding an out of office message on her email.

2772/22-23

Correspondence

- Complaint regarding receiving refund of deposit from village hall booking
- Inquiry regarding grass cutting in the Parish

2773/22-23

Matters as agenda items for future consideration

- Cemetery fee and regulation review
- DPO Office
- Consider purchasing Laptop for Clerk
- Operation London Bridge (finalise) and consider purchase book of condolence
- Asset register
- Financial regulations
- Parish Council policy review
- Tree survey report

2774/22-23

The meeting closed at 21:07pm. The date of next meeting: 5th July 2022