

FARCET PARISH COUNCIL

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

J Hughes, D Gillam, A Cunnington, N Benn and the Clerk Mrs E Tajer

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

2775/22-23 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: L Granger, M Rainey and District Cllr Butler

2776/22-23 Receive Disclosable Pecuniary Interest declarations

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

Resolved: None

2777/22-23 Approve the minutes of the meetings held on 7th June 2022 (LGA 1972 Sch12 para 41(1))

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

2778/22-23 Matters Arising from the minutes of the meeting of 7th June 2022

- War memorial renovations start on the 15th August 2022
- Internal audit completed
- Mr Cunnington still investigating alternative heating sources for the village hall

2779/22-23 Matters for information and reports- Representatives on outside bodies

District Cllr Howell advised she had contacted BT after a resident inquired why Farcet would not receive the Fibre upgrade that Yaxley had. They advised Farcet does not, at present, meet the criteria. Cllr Howell also advised she would be willing to help with grant applications. The micro museum will remain closed this year due to the lack of volunteers.

2780/22-23 Village matters

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

Young Techs- The Clerk emailed the office manager and not yet had a response

Haddon Way- still waiting on a response from O&H

Village Hall kitchen- it was agreed to put this on hold as there are more urgent renovations needed for the village hall.

Play area- Still awaiting a response from HDC regarding the lease. Ms Hughes has obtained up to date quotations. The Clerk suggested putting the options to public consultation, as this is a key element when applying for funding.

2781/22-23 Cemetery and allotments

1. Cemetery fee and regulation review

After a discussion, it was proposed by Mr Benn, seconded by Ms Hughes and agreed to not increase the current cemetery fees, with a review taking place in 12 months. Furthermore, the cemetery regulations were agreed with no further amendments. However, it was agreed a 'no dogs sign' should be purchased and installed on the cemetery gates in line with the cemetery regulations.

2782/22-23 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

2783/22-23 Finance**1. Approve accounts for payment (LGA 1972 s150 (5))**

1818/ 1819	5/7/2022	s/o Cheque	Clerk Mr T Homewood	Wages	£941.66 £254.80
1820	5/7/2022	Bacs	Superannuation	Contribution employee and employer	£276.90
1821	5/7/2022	s/o	Clerk	Home Office	£43.33
1822	5/7/2022	Bacs	Clerk	Expenses	£46.90
1823	5/7/2022	Bacs	Mr M Kinder	Village Warden	£305.80
1824	5/7/2022	Bacs	T Homewood	Expenses	£6.75
1825	5/7/2022	Bacs	Beebys	Village Maintenance	£2016.00
1826	5/7/2022	Bacs	New Flame	Fire alarm test	£155.10
1827	5/7/2022	DD	Hunts DC	Business rates	£132.30
1828	5/7/2022	Bacs	New Flame	Fire extinguishers	£287.08
1829	5/7/2022	Bacs	HDC	VH Bins	£120.90
1830	5/7/2022	Bacs	Viking	Stationary	£68.17
1831	5/7/2022	Bacs	CAPALC	Training	£125.00
1832	5/7/2022	Bacs	Speechleys	Ladies' toilet light replacement	£216.60
1833	5/7/2022	Bacs	D Gillam	Expenses	£162.08
1834	5/7/2022	DD	British Gas	Chapel Electricity	£23.42
1835	5/7/2022	DD	British Gas	VH Electricity	£141.64
1836	5/7/2022	DD	Npower	Street light energy	£25.41

Resolved: It was proposed by Mr Benn, seconded by Ms Hughes and agreed to approve the accounts for payment

2. VH Gas/electricity contracts- agree supplier
It was decided that the Clerk would produce a spreadsheet containing a years' worth of energy use, which will be circulated to the Councillors to obtain further quotations.
3. Consider purchasing Laptop for Clerk
A lengthy discussion took place regarding the need to a Parish Council laptop and which software should be purchased.
There was some confusion among councillors with regard the benefits of using Mircoshade software- which is a secure server, but also provides Microsoft Office.
It was agreed the Clerk would liaise with Microshade to request a zoom meeting which would demonstrate how it can be used and its benefits. This will be for the Clerk and Councillors to attend.
4. Consider quotations for repairs to Haddon Way
OLP- Original Manufacturers Replacement- £2,206.00
OLP - Alternative, components & design will differ slightly- NETS REQUIRED TO COPY- Sub-Total: £960.00
Supply OLP Alternative & Fit- £1,240.00

Hags- £2287.93 replacement net and spring, incl fitting

Resolved: It was proposed by Mr Gillam, seconded by Mr Hughes and agreed accept the quotation from OLP to supply and fit an alternative net at a cost of £1240.00.

2784/22-23

Parish Council

1. Village hall cleaning -agree tender document

Resolved: Agreed

2. Operation London Bridge (finalise) and consider purchase book of condolence

Resolved: The key points discussed were

- Consider cancelling a Parish Council meeting if this falls during the period of morning
- Liaise with the Church and Salvation Army- to confirm they will be available private morning and times for the Parish Service. The Chair has contacted both organisations
- Dress code- Any employees can decide themselves whether they wish to wear a black tie/ribbon
- Condolence book- will be purchased by the Parish Council with additional pages
- Need to amend website once death announced- Ghost page created in advance
- A defined area of mourning/ flower tributes- this will be at the village sign. All flowers should have the plastic removed.
- Precept- the parish council to consider a budget for the coronation

3. Confirm revised Village Hall booking form

Resolved: Agreed

4. Street light maintenance contract and repairs to streetlights

Resolved: It was proposed by Ms Hughes, seconded by Mr Cunningham and agreed to accept the quotation for remedial works to the streetlights identified as requiring work by Balfour Beatty.

Resolved: It was proposed by Mr Cunningham, seconded by Ms Hughes and agreed to renew the maintenance contract with Balfour Beatty at a cost of £400 annually.

5. Agree amended regulations and policies- financial regulations, social media policy, grants awarding policy, complaint procedure, filing and broadcasting policy, equality and diversity policy and information protection policy

Resolved: It was proposed by Mr Benn, seconded by Ms Hughes and agreed accept the updated policies. These will be added to the website.

6. To agree scopes of work for repairs in the village hall, following the recent survey conducted by councillors on 14th June.

Resolved: Fire extinguishers replaced, Emergency light batteries replaced and risk assessment completed.

Emergency Lighting needed for small and large hall- scope of work produced ready for tender

Painting and Carpentry-- scope of work produced ready for tender

Floor in small hall- floor inspected by the councillors and Mr Gillam contacted building control for recommendations for the work. Scope of work produced ready for tender.

It was agreed the councillors would use the tender documents to contact businesses for quotations and the Clerk would produce list of companies that have been contacted to ensure no one is contacting the same company twice.

7. To agree delegated powers to the Chair and Clerk during a period of mourning.

Resolved: It was proposed by Mr Benn, seconded by Ms Hughes and agreed to grant full powers of delegation to the Chair and Clerk during a period of mourning.

2785/22-23

Correspondence

- Cambs CC- CIL applications open
- Hunts DC 'Day of action'
- Muir Housing Association regarding tree ownership
- Complaint regarding damage to fence- referred to housing association

- Support request for a refugee Afghan family living in the village

2786/22-23

Matters as agenda items for future consideration

- DPO Officer
- Asset register
- Internal audit
- Double depth graves

2787/22-23

The meeting closed at 21:30pm. The date of next meeting: 6th September 2022