

CRICK PARISH COUNCIL

NOTICE OF ORDINARY COUNCIL MEETING

On Monday 21st September 2020 at 7.30pm

Council Members are hereby summoned to attend a meeting of Crick Parish Council to be held as a virtual meeting via Zoom (*see internet or telephone joining instructions below*)

Please inform the Clerk of your apologies if you are unable to attend.

Tel: 01788 823040 Email: clerk@crickparishcouncil.org.uk

Public Participation: Members of the public and press are invited to address Council on any matter relating to the business to be transacted during the public session. Up to 20 minutes will be set aside for this purpose.

Internet Joining Instructions: Meeting ID: 614 736 4359 Password: AprNn67Tp

<https://us02web.zoom.us/j/6147364359?pwd=NUtrMkt4ZEJvSWw2T0V1WFk5dVdiUT09>

Telephone Joining Instructions: Tel: 0203 901 7895 Meeting ID: 614 736 4359 Password: 780751

AGENDA

ITEM	OPENING PROCEDURES	RESP
20/148	Welcome from the Chairman and housekeeping.	JJ
20/149	To receive and approve apologies for absence.	All
20/150	To receive reports from Police, DDC and NCC representatives	Various
20/151	Public Session (Open Meeting).	Various
20/152	To consider any Declarations of Disclosable Pecuniary or Other Interests (DPI).	All
20/153	To consider any Dispensations or written requests for dispensation of DPI.	All
20/154	To RESOLVE to Chairman Jamieson approving the minutes of the Ordinary Meeting on 17 th August 2020.	All
ITEM	ITEMS FROM PREVIOUS MINUTES	RESP
20/155	<u>A428 Canal Footbridge Lighting (Min Ref 20/073)</u> To receive an update.	EN
20/156	<u>Eldon Wall Signage (Min Ref 20/114)</u> To receive an update regarding removing the old worn signage on the brick wall at the entry point to the Eldon Wall industrial estate.	EN
20/157	<u>Flood Funding – NCC Pathfinder/Environment Agency (Min Ref 20/115)</u> To receive an update on application for further funding to tackle areas that flood within the parish.	EN
20/158	<u>Yelvertoft Road Lighting (Min Ref 20/116)</u> To receive an update.	RL
20/159	<u>Spread Cash Balances to lower risk (Min Ref 20/118)</u> To receive an update.	EN
20/160	<u>VJ Day (Min Ref 20/121)</u> To RESOLVE to reimburse Councillor Tolfts for the purchase of a floral tribute/wreath laid at the War Memorial at a cost of £55.00, rather than at a cost of £30.00 as previously approved at the August meeting (Min Ref 20/121), due to the wrong amount having been communicated.	JJo/EN
20/161	<u>Publishing Draft Minutes (Min Ref 20/128)</u> To RESOLVE to: a) adopt the draft procedure for the publication of Draft Minutes circulated by the Clerk prior to the meeting	JG/EN

	<p>b) adopt the amendments to the Standing Orders Section 12 Draft Minutes. https://www.crickparish.org.uk/uploads/crick-parish-council-standing-orders-september-2020-s12-changes-for-adoption.pdf</p>	
20/162	<p><u>Bend Warning Signs Watford Road/Kilsby Road (Min Ref 20/126)</u> To provide an update.</p>	MM
20/163	<p><u>Norse Trade Waste Contract (Min Ref 20/135)</u> To provide an update.</p>	EN
ITEM	GENERAL MATTERS	RESP
20/164	<p><u>Website Accessibility Regulations (WCAG 2.1)</u> To NOTE that:</p> <ul style="list-style-type: none"> a) Agenda and Minutes templates have been reformatted to resolve accessibility issues and will be in use with effect from September 2020. b) Agenda and Minutes documents pre-dating September 2020 can be made available in accessible format upon request. This is stated in the generic accessibility statement on our website. c) Sample testing of our website pages has been carried out using Accessibility Insights tool but more extensive testing is recommended. <p>To RESOLVE to:</p> <ul style="list-style-type: none"> d) engage 2Commune to upgrade to a new “fully responsive” template optimised for accessibility; ensure website meets new colour contrast guidelines, conduct a full accessibility test and produce a personalised accessibility statement at a cost of £750 +VAT. 	BH/EN
20/165	<p><u>New Site Editor Training</u> To RESOLVE to the Clerk attending New Site Editor Training course offered by 2Commune at a cost of £150+VAT, to include optimising content for accessibility and qualifying for unlimited top-up training.</p>	BH
20/166	<p><u>Jubilee Woods Access Track</u> To RESOLVE to support the improvements necessary to the access track at the Woodlands.</p>	JG/BH
20/167	<p><u>Insurance Policy Renewal</u> To NOTE that Council entered into 3 Year Long Term Agreement on 1st October 2019 which expires on 30th September 2022 and carries an annual renewal date of 1st October. To RESOLVE to renew the insurance policy with AXA at a cost of £2,955.93 (including 4% index linking, 12% IPT and £50 admin fee) for insurance period 1st October 2020 to 30th September 2021.</p>	EN
20/168	<p><u>Insurance Policy Recharge to Crick Community Sports Centre</u> To RESOLVE to recharge Crick Community Sports Centre (CCSC) the sum of £1,003.84 for insurance.</p>	EN
20/169	<p><u>Fallowfields POS</u> To NOTE that quotes have been requested to trim the Hawthorn hedge bordering the balancing pond.</p>	JJ
20/170	<p><u>Clean up plan for Layby opposite Post Office</u> To discuss and agree a plan to tidy up the layby and verge area opposite the Post Office.</p>	BH/JJo
20/171	<p><u>Burial Ground improvements</u> To NOTE that the burial ground is in need of levelling. It is also an appropriate time to plant grass seed where required and to consider a bulb planting scheme to ensure a good display in the Spring. To RESOLVE to engage Plantsman to level the burial ground, apply grass seed where necessary and to restock the flower beds with bulbs, perennials and replacement roses where required at a cost of £850.</p>	EN
20/172	<p><u>Garner family Memorial Bench</u> To consider a request from the Garner family to install a memorial bench in the Burial Ground in memory of the late Mr & Mrs Des Garner.</p>	EN
20/173	<p><u>Burial Ground Steps Replacement Handrail</u> To RESOLVE to approve the purchase and installation of a replacement handrail at a cost of £35.</p>	EN

20/174	<u>Swainson Close Parking on Verge</u> To NOTE the deteriorating condition of the grass verge outside Swainson Close and agree ways to solve the problem. To RESOLVE to obtain a Correx road sign, similar to those used on Watford Rd/Boat House Lane.	BH
20/175	<u>Zoom Contract</u> To RESOLVE to retrospectively approve the purchase of a Standard Pro Annual Zoom subscription at a cost of £95.88 + VAT, purchased by the Clerk under FR4.1, in order to benefit from a 20% discount code expiring on 3 rd September. The annual plan, including discount, equates to a cost of £7.99 + VAT per month which is a 33% saving on current plan. The annual plan will expire in September 2021.	ALL
20/176	<u>2021/22 Budget Preparation</u> To NOTE that Councillors should put forward items for consideration in the forthcoming Budget 2021/22 for initial review and discussion.	ALL
20/177	<u>2021/22 Meeting Dates</u> To RESOLVE to agree the list of meeting dates circulated by the Clerk prior to the meeting https://www.crickparish.org.uk/uploads/2021-2022-proposed-meeting-dates.pdf	ALL
20/178	<u>Clerk's Annual Salary Increase</u> To RESOLVE to approve the annual national salary increase of 2.75% backdated 1st April 2020 and one additional day's annual leave for clerks with less than five years' service.	ALL
ITEM	PLANNING	RESP
20/179	<u>The "Planning for the Future" Government White Paper</u> To RESOLVE to respond to the consultation on the above paper and agree Council's comments for this purpose by using responses to a survey of key consultation questions to be circulated by the Clerk and completed by Councillors by 5th October.	BH
20/180	<u>Consultation on the Article 4(1) Direction Removal of Permitted Development Rights Offices</u> To RESOLVE to agree Council's comments and respond to the consultation on the above Notice of Direction in advance of the 19th October deadline.	JJ
20/181	<u>Notification of Planning Applications received for comment</u> a) <u>DA/2020/0282 (Amended)</u> – Orchard House, 20, Marsons Drive, Crick. Construction of a first floor extension to include flat roofed balcony areas. b) <u>DA/2020/0628 (Retrospective)</u> – 34, Fallowfields, Crick. Construction of veranda to rear elevation.	ALL
20/182	<u>Notification of Planning Application Decisions received from the Planning Authority</u> a) <u>DA/2020/0524</u> – Access Irrigation, 17, Yelvertoft Road, Crick. Removal of one tree and work to one tree subject of Tree Preservation Order DA 448. Approval TPO. b) <u>DA/2020/0519</u> – 4, Wolsey Close, Crick. Works to tree subject of Tree Preservation Order DA 108. Approval TPO.	ALL
ITEM	FINANCE	RESP
20/183	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix 1.	ALL
20/184	<u>Income</u> To consider and NOTE all income received in the month, as set out in Appendix 2.	ALL
20/185	<u>Cash Balances as at 30/08/20</u> To NOTE balances per Cashbook as follows: a) Current Account £112,853.68 b) Community Fund Account £4,763.68 c) Fixed Rate Deposit Account £33,111.61 TOTAL per Cashbook £150,728.97	ALL
20/186	<u>Earmarked Reserves as at 30/08/2020</u> To NOTE general and earmarked reserves as follows: DWH Phase 5 £16,396.00 Special Projects £9,252.56	ALL

	Addition Streetlighting £2,718.00 DWH Existing Maintenance £6,600.00 Community Fund £4,763.68 Emergency Fund Reserve £5,000.00 Burial Ground Improvements £5,000.00 Yelvertoft Rd Lighting £4,800.00 A428 Bridge Lights £2,000.00 Somme Memorial Site £1,344.51 CIL Money £790.35 Eldon Wall £500.00 Litter Bin Grant £331.00 Heritage Board Balance £314.00 Groundworks UK Grant £4,505.00 Total Earmarked Reserves £64,315.10 Total Unplanned Reserve £56,731.50 Total Cash After Reserves £29,682.37	
ITEM	COUNCILLOR AREAS OF INTEREST	RESP
20/187	<u>Highways & Traffic Working Group</u> To receive and note the report circulated prior to the meeting.	MM
20/188	<u>Policing</u> To receive and note the report circulated prior to the meeting.	BH
20/189	<u>Rights of Way</u> To receive and note the report circulated prior to the meeting.	JG
20/190	<u>The Special Projects Working Group</u> To receive a report.	RL
ITEM	CIRCULATIONS TO NOTE	RESP
20/191	a) Email: Invitation to the Northants CALC 73rd AGM - 3 October 2020. b) Email: Northants CALC weekly updates and Bi-monthly update. c) Email: Insurance Renewal Premium and Documentation. d) Email: Yelvertoft Wind Farm Community Fund Benefit Fund. e) Email: Consultation COVID-19 in Northamptonshire - Community Engagement. f) Email: Consultation Community Health and Wellbeing Services 2020.	ALL
ITEM	CLOSING PROCUDRES	RESP
20/192	<u>Items for next Agenda</u> Councillors are asked to notify the Clerk of items they wish to be included on the next agenda.	ALL

Signed:



Clerk to Crick Parish Council

APPENDIX 1 - PAYMENTS TABLE

Ref.	Payee	Description	Amount
BACS	Treeworx	Cut back and clear branches from Ash tree and thorn bush High Leys	£84.00
BACS	Came&Co	Insurance Premium 1 st October 2020 to 30 th September 2021 incl IPT & Admin fee	£2,955.93
BACS	Daventry Norse Ltd	Waste Collection fees Inv. 2947	£26.63
BACS	Daventry Norse Ltd	Annual service charge of litter bin, Main Road bus stop	£336.48
501335	Mr D Tolfts	Reimbursement for Floral Tribute from Pink Peony Florist	£55.00
BACS	Employee(s)	Homeworking Allowance 18 th August to 21 st September	£30.00
BACS	Employee(s)	Net pay	£1,143.52
501336	HMRC	PAYE and National Insurance Quarter 2	£1,321.67
BACS	Autela Payroll Services Ltd	Payroll processing Quarter 2	£65.52
BACS	Matt's Gardening	August 6.75 hours	£74.25
BACS	William Garvin	Supply and install new handrail in burial ground	£35.00
BACS	A P Beevor Landscapes	Grass Cutting on 10 th /11 th , 24 th /25 th August	£864.00
BACS	Bridge and Highway Maintenance Ltd	2 x ½ day labour for 2 men and vehicles, risk assess, request service drawings, supply and fix litter bin and concrete base for Eldon Way bus stop	£1,441.20
BACS	Bridge and Highway Maintenance Ltd	1 x ½ day labour for 2 men and vehicles, risk assess, request service drawings, supply and fix sign and pole for Chapel Lane	£778.80
BACS	Plantsman	Churchyard grass management August/September, weed control	£905.00
Dr Card	Zoom	Standard Pro Monthly 8 th September to 7 th October	£14.39
Dr Card	Zoom	Standard Pro Annual 10 th September 2020 to 9 th September 2021 inc £13.43 pro-rata credit for September Monthly and £28.78 (20%) discount	£101.67
D/D	British Telecommunications	August phone/broadband M015 5E	£49.67
D/D	NEST Pension scheme	Employee pension scheme	£105.56
D/D	Public Works Loan Board	Woodlands and Sports Field Loan Repayment	£4,774.89

APPENDIX 2 - INCOME TABLE

Date	Current Account	Amount
Aug 2020	None received.	Nil
Date	Community Fund Account	Amount
Aug 2020	None received.	Nil
Date	Fixed Rate Deposit Account	Amount
Aug 2020	None received.	Nil