

MINUTES

The Parish Council Meeting of **Brington & Molesworth** was held on **Thursday 1 October 2020** at **7.15pm ON LINE MEETING ONLY**

Present Chris Palmann (Chair), Angie Claridge (Vice- Chair), Damian Ferry-Jones Gary Rule and Simon Foulds, Parish Councillors.
HDC Cllr J Gray
CCC Cllr I Gardener
Ms Mimiene, Clerk.
No members of the public.

The Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.

OPEN MEETING *Each person wishing to address the council will be allowed to speak for a maximum of 3 minutes subject to the Chairman's discretion. This part cannot be longer than 15 minutes.*

2020/21

10/89 To Receive Apologies and Reasons for Non Attendance

10/89.1 No apologies for absence received.

10/90 Declarations of Interests for Members (Disclosable Pecuniary Interests)

10/90.1 None.

10/91 Coronavirus, Update

10/91.1 Meetings will continue remotely until further notice.

10/92 To Receive and Approve the Minutes of the Parish Council Meeting 3 September 2020

Proposal: Proposed by Councillor AC, seconded by Councillor GR, all in favour and it was RESOLVED Carried that the minutes be accepted and signed as a true record of the meeting.

Chairman will sign the Minutes at the next face to face meeting available.

10/93 Matters Arising from these Minutes (and not being dealt with elsewhere in this Agenda)

None.

10/94 County and District Councillors reports

Verbal report by HDC Cllr JG.

Verbal report by CCC Cllr IG.

HDC Cllr JG and CCC Cllr IG left the meeting.

10/95 Planning and Tree Works Applications

1) HDC: Planning for the Future White Paper – briefing note for Town and Parish Councils. A briefing note regarding the open consultation on a radical overhaul of the planning system in England which was launched on 6th August by the Ministry of Housing, Communities and Local Government (MHCLG) which runs until 29th October 2020.

Further details and copies of the consultation documents can be found at:

<https://www.gov.uk/government/consultations/planning-for-the-future>

<https://www.gov.uk/government/consultations/changes-to-the-current-planning-system>

<https://www.gov.uk/government/consultations/transparency-and-competition-a-call-for-evidence-on-data-on-land-control>

Due to the complexity of the consultation, there is no suggested PC response.

2) Proposed erection of one detached 1.5 Storey dwelling Site Address: Land North Of Ba'a Komi Church Lane Brington Reference: 20/00778/FUL - received after the Agenda was already circulated.

Amended plans received. In order to meet the deadline, PC agreed to comment on this application. PC are still objecting. It was agreed PC request that this planning consultation is referred to the county flooding department, suggest an independent flood assessment is conducted in order to determine the relevant mitigating works that should be included as planning conditions. Cllr GR will draft the response as agreed tonight.

GR

10/96 Finance

10/96.1 Update on online access to the PC bank accounts, Cllr G Rule to report

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Clerk has access to check the bank balances. Cllr GR is a signatory. Cllrs AC and CE will be able to log in again in the next couple of weeks, then PC will be able to make payments online.

Cllr GR will verify Q2 PC accounts for the next meeting.

AC
CE
GR

10/96.2 To note Bank Balances and Bank Reconciliation for Sep 2020

Income and Expenditure report to 24 Sep 2020 presented to PC, noted.

As on 24 Sep 20			
Brington & Molesworth PC:			
Business Money Manager a/c incl CIL			£29,027.22
Community a/c			£1,596.44
		Total	£30,623.66
As on 24 Sep 20			
Brington & Molesworth PC MUGA:			
Community a/c			600.78
Business Money Manager a/c			589.75
		Total	1190.53

10/96.3 CIL income and expenditure report, update

CIL funds will be received from:

Application 130244FUL both plots were awarded self-build exemption the Liability Notices can be seen on HDC Public Access system using the link below:

[http://docs.huntingdonshire.gov.uk/NorthgateIM.WebSearch/\(S\(piw5jwa5tempkcr1jc2zr3n3\)\)/Results.aspx](http://docs.huntingdonshire.gov.uk/NorthgateIM.WebSearch/(S(piw5jwa5tempkcr1jc2zr3n3))/Results.aspx)

Application 19/01743/FUL Erection of 8 dwellings - 2no. 4 bed dwellings (detached), 2no. 3 bed dwellings (semi-detached), 4no. 4 bed dwellings (semi-detached) | Land South West Of Harrowden High Street Brington.

So far CIL Income and Expenditure report is:

Date	Payee	Planning Ref No.	Description	Receipt	Balance	Expenditure	
28/04/2015	HDC		CIL Apr15/Sep15	£ 4,666.26			Reported in CIL report due 31st Dec 2016
27/10/2015	HDC		CIL Oct15/Mar16	£ 9,332.51			Reported in CIL report due 31st Dec 2016
26/04/2016	HDC		CIL Apr16/Sep16	£ 5,935.77			Reported in CIL report due 31st Dec 2017
			Total:		£ 19,934.54	£ 3,000.00	Spent Dec 18 - Contribution towards school project
			as at 31 Dec 18		£ 16,934.54		
			As at 4 Apr 19		£ 16,934.54	£1,500.00	Apr 19: Contribution to St Leonard's Day care Pre-School re replacing the playground flooring
06/02/2020				£ 15,434.54		£ 1,899.67	Feb 20: The Pond Area project
				£ 13,534.87			

10/96.3/1 To consider the Application received from Brington school re the purchase of lap-tops for children use

Proposal: Proposed by Councillor CP, seconded by Councillor SF, all in favour and it was RESOLVED that CIL funds of £5,000 are approved.

Cllr GR will contact the School re the transaction.

Carried
GR

10/96.4 The Internal Auditor report: The signed AGAR report and Invoice yet to be received. To Consider appointing a new Internal Auditor, the Quote received

The Parish Council agreed to appoint Internal Auditor who have the Professional Indemnity Insurance to undertake this work. The charge for the financial year would be £45.50 per hour plus 45p per mile travel. Council considered that a single end of year check is sufficient and wish the Internal Auditor to sign the Annual Return Form at the end of that visit, then PC should time this visit for after the Council have approved the year end accounts and completed Sections 1 & 2 of the Annual Return Form.

Proposal: Proposed by Councillor AC, seconded by Councillor CP, all in favour and it was RESOLVED that the Internal Auditor is approved.

Carried

10/96.5 To consider purchasing a lap-top for PC use

As the Clerk is working for multiple Councils, to avoid providing multiple lap tops for the Clerk, Cllr SF agreed to investigate how PC can set up a single Office 365 account so the Clerk could log in via the shared lap top. The contribution towards the usage of the shared lap top was considered. The Clerk to approach other PC.

There might be an option to pay for Microsoft office by DD, Cllr SF to investigate.

Cllr GR will investigate the possibility of obtaining the pre-paid card for PC use so that the payments like for Microsoft Office could be made.

Clerk
SF

GR

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10/96.6 To Consider Budget and Precept for 2021.22
PC reviewed the Budget. Cllr GR and the Clerk will work on the proposals for the next meeting.

GR
Clerk

10/96.7 To Approve 1 October 2020 Payments for Sanction:

Date	Cheque / Reference no.	Date chq cleared the PC a/c	Payee	Description	Receipts	Payments	Balance
Oct 2020							
01/10/20	100890		Expenses	Expenses Sep 2020		£ 5.12	£30,578.54
01/10/20	100891			Wages and PAYE Sep 2020			
01/10/20	100892		Wages incl PAYE			£ 317.20	£30,261.34
							£30,261.34
							£30,261.34
				Reconciled	£0.00	£322.32	

Proposal: Proposed by Councillor CP, seconded by Councillor AC, all in favour and it was RESOLVED that the items listed above are to be paid.

Carried

10/97 MUGA: A detailed Assets Register, the Purchase and Insured value to be agreed, Cllrs A Claridge and S Foulds to report

Proposal to consider the Internal Auditor concerns that the insured value is too low for MUGA. Assets register states the value of £40k while insured value is only £12k.

Itemised Assets list for Molesworth presented to PC, PC thanked Cllrs SF and AC. The list needs finalising.

SF, AC

Cllrs CP and GR will prepare a detailed Assets list for Brington.

CP, GR

The MUGA value is yet to be confirmed.

10/98 Highways and Maintenance: Update

10/98.1 Drains in the villages: Brington and Molesworth flood issues

Cllr SF reported various faults and flood issues in Molesworth which was logged on <https://highwaysreporting.cambridgeshire.gov.uk/>, feedback from CCC received:

Fault type: Flooding

Address: HIGH STREET, MOLESWORTH

Location: Section of brook between Cross Keys Pub and Sworders Salvage Yard

Description of fault: Vegetation in the brook is impeding water flow and causing water to escape the brook and flood the road on a regular basis

Fault type: Flooding

Address: CHURCH ROAD, MOLESWORTH

Location: Opposite Masons Farm House Molesworth PE28 0QD

Description of fault: Storm drain under the road is clogged, during recent rainfall water was observed exiting the storm drainage system via the kerbside drain grill and running down over the junction. This caused excessive icing of the junction during last winter and has still not been fixed.

Fault type: Flooding

Address: OUNDLE ROAD, MOLESWORTH

Location: Oundle Road, opposite Jolly Hills Farm PE28 0QD

Description of fault: Collapsed drain beneath the road is forcing water up through the road surface and verges, with the water now out of the ditch it runs in a torrent down the road flooding the storm drains and does not fully return to the brook in the village until you get to the junction with Church Road

Fault type: Manholes and gratings

Address: CHURCH ROAD, MOLESWORTH

Location: In road in front of Molesworth Village Hall

Description of fault: The grating on the storm drain outside the village hall is collapsing leading to the opening up of quite a deep pothole, this is also within a few feet of the footpath so could lead to personal injury should someone not see the problem in the dark.

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County Council advised that the vegetation in the brook and ditches falls under riparian ownership and therefore falls under the responsibility of the adjacent land owner. The riparian ownership information can be found here: <https://www.gov.uk/guidance/owning-a-watercourse>

Proposal: To consider either drafting a letter to all residents in both villages reminding them of their legal responsibilities for maintaining the watercourses on or adjacent to their properties. Or seek a meeting with the Environmental Agency to walk through and assess both villages and draw up an action/enforcement plan, Cllr S Foulds

The letter drafted by Cllr SF was circulated to full PC prior to the meeting and was approved by PC. Cllrs agreed to hand deliver the letters to the Riparian Owners. PC will be asking people to confirm they received the letter. SF
All

Proposal: Proposed by Councillor SF, seconded by Councillor CP, all in favour and it was RESOLVED that the letter is to be distributed. Carried

10/99 LHI: Traffic Calming Measures, Brington, Cllr A Claridge

Cllr AC will be meeting with the CCC Highways Officer next week to receive an update on the final fees for the project. CC Cllr IG will attend the site meeting. To date the expenditure of around £9,000 from CIL funds agreed to be spent towards this PFHI scheme. Cllr CP agreed to join this meeting. AC
CP

10/100 Replacement benches: Update by Cllr A Claridge

Invoice for installation outstanding.

10/101 Assets Register: PC are reviewing the Assets Register

10/101.1 A detailed itemised Assets Register list for Molesworth presented by Cllrs SF and AC. The Assets been photographed and have a value next to them. The location is described by what3words. Cllrs CP and GR will do one for Brington Assets. CP
GR

10/101.2 Damaged Bus Shelter: PC agreed to inform the PC insurers re: the damage caused by a tree from the neighbouring land. Cllr DFJ will supply photos of the accident which happened on 9 Feb 2020. Clerk will report to PC Insurers. DFJ
Clerk

10/102 Huntingdonshire District Council has a Public Spaces Protection Order (PSPO) in place which imposes a number of Dog Controls. PC is asked to participate in the formal Renewal of the Huntingdonshire Dog Control PSPO. More information on the dog control PSPO, including the current order and affected locations can be found at <https://www.huntingdonshire.gov.uk/environmental-issues/dog-related-issues/>

An on-line survey has been set up to allow widespread consultation, which can be accessed via the web site https://www.surveymonkey.co.uk/r/Dog_Control_PSPO_2020. Written views can be e-mail to finlay.flett@huntingdonshire.gov.uk Consultation will remain open until 30 September 2020.

No maps for the villages were located. Cllr SF will contact CC Cllr IG and HDC Cllr JG to query what is happening in the villages as the scheme seems to be covering towns only. There is an increasing problem of dog fouling in both villages. Report for Nov PC. SF

10/103 To Consider a defibrillator for the villages

Proposal: To view and approve the best proposal including locations and costings, Cllr G Rule
PC reviewed the quotes and agreed that the Community Heartbeat Trust quote for a 5 years inclusive maintained plan as per option 4 is to be agreed. This option does not require any electricity as PC do not have to worry about electricity at the school or Molesworth telephone box.

The fee is £2,900 for five years cover for each Defibrillator.

There is a requirement to check the defibrillators on a weekly basis and upload the results onto the web profile. Insurance will be covered through the Trust. Battery included in the package. Training is available for extra charge of £150.00 for up to 150 people.

CIL funds to be used for this project.

Summary of the order:

Option 4 – Zoll (green) defibrillator – no power and thermal bag if no electricity.

Zoll AED defibrillator with spare adult/child electrodes, thermal carry case, RescueWrist, 5 year pads and battery, CPR feedback

ShockBox Rotaid (no power)

Community signage pack

Delivery

5 years support advance payment

Managed Solution set up cost £2880

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It was discussed if PC proceed with the Community Managed package, the Parish Council does not legally own the defibrillator, casing or other equipment. If there was a time when The Community Heartbeat Trust could not fulfil their obligations, e.g. no longer operating, where does the Parish Council stand with the equipment? Cllr GR agreed to check this with the Heartbeat Trust before placing an order.

Proposal: Proposed by Councillor GR, seconded by Councillor DFJ, all in favour and it was RESOLVED that two defibrillators are to be purchased subject to the queries raised tonight are answered. CIL funds to be used for this purchase. Carried

10/104 Councillor Training
Cllrs G Rule and S Foulds will be attending Councillor training in Dec now instead of Sep. GR, SF

10/105 Meeting dates for 2020
Due to Corona virus all meetings are being held on-line till further notice.

10/106 Correspondence
Funding request received from Magpas Air Ambulance. PC agreed to consider at Nov meeting. PC
Agenda item for Nov meeting. Clerk

10/107 Councillors' questions
Cllr SF reported that hedges been cut back by HDC.
Cllr GR reported that there were cases of fly tipping and agreed to report those on HDC website. GR
Falling into the ditch High Str sign was reported to HDC as well.

10/108 EXCLUSION OF THE PUBLIC AND PRESS
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.
Staffing matter: Appraisal and National Pay Award CP
The Annual Appraisal arranged, time yet to be confirmed. Clerk

10/109 Date of the next meeting: Thu 5 November 2020 at 7.15 pm via Zoom
Further meetings dates are:
Thu 3 Dec 2020
Please note it is the 2nd Thu of the month: 14 January 2021

Meeting finished at 9.25pm.

These minutes are considered draft until ratified at the next Brington and Molesworth Parish Council meeting

Date

Chairman: Chris Palmann

The [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) came into force on 4 April. They apply to local authority meetings and police and crime panel meetings that are required to be held, or held, before 7 May 2021.

The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).