

**MINUTES OF A VIRTUAL MEETING OF PEAKIRK PARISH COUNCIL HELD ON MONDAY 26<sup>TH</sup> APRIL 2021 (BY MICROSOFT TEAMS), STARTING AT 7:30PM**

Present (virtually): Councillors Henry Clark (Chair), Sally Jackson, Emma Crowson and Anne Tuley.  
Also in attendance: Angela Hankins (Clerk) and one resident for part of the meeting.

163. Public question time: no questions were raised.
164. Apologies for absence were received from: Cllrs Fovargue (holiday) and Prior (technical difficulties) and Ward Councillor John Holdich.
165. Declarations of interest: Cllr Clark declared an interest (non-pecuniary) in item 169.6 as Chair of CAPALC.
166. The minutes of the previous meeting dated 22<sup>nd</sup> March 2021 were approved as a true record.
167. Correspondence.
- 167.1 Members approved the request from a resident to site a gazebo on the village green for a fund-raising treasure hunt on May 3<sup>rd</sup> bank holiday from 10-4.
- 167.2 Circulation of the CPRE Magazine was agreed: Cllrs Crowson, Tuley and Fovargue.
- 167.3 The Clerk advised of information received relating to renewal of the CPRE annual subscription.  
***To be put on the agenda of the next meeting.***
168. Planning:
- 168.1 Details of planning application 21/00370/FUL for demolition of existing dwelling and erection of two one and a half storey dwellings and rebuild/relocation of existing outbuilding at Ivy House, Bull Lane had been circulated prior to the meeting. Discussion ensued and it was agreed that the parish council has no objection to the application.  
***Clerk to respond accordingly.***
- 168.2 Other planning matters:  
It was noted that application 21/00270/HHFUL for the demolition of existing garage and erection of a new single storey garage at 1 Bull Lane had been approved.  
An application 21/00680/CTR for tree works (Yew tree crown reduction and Silver Birch branch removals) at The Grange, 18 St Pegas Road had been received.  
Local List Project: the Clerk advised members of correspondence received from the City Council conservation officer relating to this project to identify significant heritage assets. More information to be provided on a nomination assessment workshop in due course, several councillors expressing an interest in attending.
169. Finance:
- 169.1 The budget review to 31<sup>st</sup> March was noted.
- 169.2 Members approved the year end accounts for 2020/21.
- 169.3 Approval given to payment of Home Working Allowance in the sum of £10 to Mrs A Hankins for April and note payment of salary.
- 169.4 Approval given for payment of invoice to Mr Harding in the sum of £300 for works to Millennium Corner and removal of nettles at the rear of the Village Hall.
- 169.5 Members approved payment of invoice from PCVS for Payroll Service Jan-March in the sum of £36.
- 169.6 Approval given to payment of invoice from CAPALC for annual subscription in the sum of £301.01, including DPO membership option.
- 169.7 Members noted the renewal of insurance due 1 June and considered the adequacy of risk/ cover. Alternative quotes to be obtained next year when the long-term agreement comes to an end.  
***Renewal to be put on the agenda for the next meeting.***
- 169.8 Members authorised amendments to signatories for the Cambridge and Counties 30-day Notice Account, removing ex-councillor Pettitt as a signatory and replacing with Cllr Crowson.

***Clerk to progress mandate amendments.***

- 169.9 The Clerk advised that no progress had been made in relation to the Unity Trust Current Account but this would be addressed over the next month.
- 169.10 Approval given for payment of invoice to Mr R Harding in the sum of £380 for grass cutting on 30/1 and 14/4.
- 169.11 Members received and noted the Annual Internal Audit Report 2020/21. There were no items of concern.
- 169.12 Members considered and approved the Annual Governance Statement 2020/21.
- 169.13 Approval given to the Accounting Statements for 2020/21.
- 169.14 Approval given to declare the council exempt from the requirement for a limited assurance review.
- 169.15 Approval given to payment of invoice from the Community Heart Trust for a replacement defibrillator battery in the sum of £282.
170. A draft Volunteer Policy circulated prior to the meeting was adopted. Members were reminded of the need for risk assessments to be completed prior to community involvement events. Completed risk assessments to be passed to the Clerk.
171. Cllr Clark advised that he had recently spoken with the owner of the allotment site.  
***Clerk to instruct Roger Taylor to proceed with paperwork.***
172. Maintenance:
- 172.1 It was noted that there was no further progress in relation to a licence from the City Council for use / maintenance of the bus shelter. Cllr Clark had put up a gutter and drainpipe.
- 172.2 The report received from Cllr Prior, the Tree Officer, was noted.  
***PCEG to consider use of weedkiller on parish council areas.***
- 172.3 Cllr Jackson proposed changes to the maintenance of wildflower areas on the Village Green and Firdale Close. Following discussion it was agreed that proposed modifications to the maintenance regime should be accumulated rather than piecemeal in order to make a package of changes on an annual basis. Should these areas require cutting late in the season a cost can be obtained from the contractor at that time.
- 172.4 The Clerk advised that she had been unable to contact the adjacent resident in relation to the possible siting of a tree on land in front of 27 St Pegas Road.  
***Cllr Crowson to speak with occupant if available and check ownership of land.***
- 172.5 There were no other maintenance matters.
173. Road Safety: it was noted that Cllr Fovargue is currently arranging a meeting with Stuart Trough at the City Council to discuss siting of village gateways. Cllr Crowson advised that Speed Watch was restarting on 1st May. Cllr Clark still researching costs of moveable vehicle activated signs.
174. Peakirk Climate Emergency Group/ JCCP: Cllr Jackson reported that publicity/ awareness signs had been installed at Firdale Close, Millennium Corner and the Allotment site. The allotment site is progressing well and a meeting is arranged with PECT to agree the expenditure of the £1,700 grant. The newsletter is in the process of being re-written. Cllr Jackson proposed that wildflower seeds be sown on the 3 areas – a cornfield mix for the allotment site, seeds appropriate for dry conditions for the Millennium corner with the option to put plants in the Autumn and an appropriate seed mix for the Village Hall carpark.  
***Approval for expenditure to be put on the next agenda.***
175. Cllr Clark advised that work on a draft policy to discourage single-use plastic for events on the Village Green is in progress.
176. Clerk's delegated powers: Cllr Clark proposed that authorisation be given to the Clerk to spend up to £500 in each transaction and report the expenditure to the next council meeting in order for the council to continue business during periods when meetings are not held. Proposed by Cllr Clark, seconded by Cllr Jackson, all agreed.

177. Councillors reports: Cllr Tuley reported on a recent incident of loose horses in local fields. Cllr Jackson reported on a meeting with Lee Moore from the City Council regarding maintenance issues on the new footpath along the Maxey Cut to the River Welland.
178. The date of the next meeting was confirmed as **Tuesday 4<sup>th</sup> May**.

There being no further business the meeting closed at 9:32pm.

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