

MINUTES OF THE ANNUAL MEETING OF PEAKIRK PARISH COUNCIL HELD ON MONDAY 16TH MAY 2022 IN THE VILLAGE HALL, STARTING AT 7:30PM

Present: Councillors Henry Clark (Chair), Sally Jackson, Sarah Smith and Anne Tuley
Also in attendance: Angela Hankins (Clerk)

9 residents from Meadow Road present for public question time held prior to the start of the meeting, all expressing their objections to the planning application for change of use from agricultural to storage at land on Meadow Road.

1. Councillor Clark was proposed and unanimously elected as Chair.
2. Cllr Clark signed a Declaration of Acceptance of Office of Chair.
3. Councillors Jackson, Smith and Tuley also signed Declarations of Office.
4. Apologies received and recorded from Cllrs Crowson and Fovargue
5. Cllr Jackson declared an interest in item 16.2 as a member of CPRE.
6. Cllr Jackson was unanimously elected as Vice-Chair.
7. Members appointed to serve on the Planning Working Group were Cllrs Crowson, Fovargue and Tuley.
8. Representatives to/for the under-mentioned were appointed as follows:
 - (a) Media/ Publicity – Cllr Crowson
 - (b) CAPALC - Cllr Clark
 - (c) Peterborough Parish Liaison Committee – Cllr Clark
 - (d) Village Hall Committee – Cllr Fovargue
 - (e) Climate Emergency Group – Cllrs Clark, Crowson, Jackson and Tuley
 - (f) John Clare Countryside Project – Cllrs Jackson and Smith
 - (g) Tree warden – Cllr Jackson, assisted by Cllr Tuley
 - (h) Flood Warden – Cllr Smith
 - (i) Community Emergency Response Co-ordinator – David Hankins, with team leaders Cllrs Fovargue and Tuley and the Clerk.
9. Members noted the existing policies and procedures and recommended that the Tree Policy be re-drafted by Cllrs Jackson and Tuley:
 - (a) Charitable donations
 - (b) Planning applications and planning pre-application discussion/ meeting (July 2017)
 - (c) Purchase/laying of poppy wreath
 - (d) Complaint procedure
 - (e) Communications policy
 - (f) Terms of reference for representation on outside bodies
 - (g) Sustainable procurement policy
 - (h) Grievance and disciplinary policy
 - (i) Asset management policy
 - (j) Freedom of Information policy
 - (k) Volunteer policy
 - (l) Emergency Plan – recently reviewed, final draft awaited.
 - (m) Tree Policy
 - (n) Asset management policy
 - (o) Single Use plastic policyCllr Clark advised that the City Council would be seeking parish councillors to serve on various scrutiny

Committees. Cllrs Smith and Tuley expressed interest. Information to be received in due course.

10. Members noted that the current Asset Inspection Log had been presented to council quite recently. Cllr Fovargue to undertake the next inspection in October.
11. Members agreed that ordinary meetings for the period January 2023– December 2023 should continue to be held on the 3rd Monday of the month wherever possible. Members were flexible about a date for the Annual Parish Meeting.
12. The continuation of the appointment of Mr Rod Gall as the Internal Auditor was agreed. Members requested that thanks be recorded and passed to Mr Gall.
13. The minutes of the previous meeting dated 12th April 2022 were approved and signed as a true record.
14. Correspondence:
 - 14.1 Clerks and Councils Direct, May Edition – circulated for Cllrs Tuley/ Crowson and Fovargue
 - 14.2 Police & Crime Commissioner local round table event to be held by Microsoft teams on 11th July to be attended by Cllr Smith.
 - 14.3 National Allotment Society Magazine – circulated for Cllrs Jackson/ Smith and Clark.
15. Planning:
 - 15.1 Members considered planning application 22/00346/FUL for change of use from agricultural field to storage of landscaping materials (retrospective) on land west of Meadow Road, Peakirk. It was noted that whilst the application states that vehicle movements now come from the south, they are in fact still coming from the north. Residents have counted up to 20 vehicles from both directions. Damage to the road, which is unsuitable for lorries, has occurred and the site is currently being used as a re-processing centre, not a storage facility. Excess material falls off the lorries causing damage and a significant amount of wildlife is being adversely affected. There is dust and noise pollution. Cllr Jackson advised that the Anglian Water strategic pipework project will prevent access from the south for some considerable time. It was agreed that should planners be inclined to give consent the parish council would request a referral to planning committee. Cllr Hiller to be copied into response to the City Council. Members had noted residents comments that the activity continues to expand despite the information given in the retrospective planning application.
Clerk to submit objections to the application accordingly.
 - 15.2 Other planning matters: Grantham to Bexwell Pipeline Project. The Clerk advised that she had been contacted by a representative of Anglian Water with a view to arranging a meeting. Members agreed a preferred date of Wednesday 25th May, the meeting to be held in the church if available due to the village hall being booked. Publicity to the meeting to be given via e-mail, noticeboard and facebook.
16. Finance:
 - 16.1 Approval given for payment of Home Working Allowance in the sum of £10 and salary payment to Mrs A Hankins for May.
 - 16.2 Members approved the renewal of membership subscription to CPRE in the sum of £36.
 - 16.3 Members received and noted the Annual Internal Audit Report 2021/22.
 - 16.4 Cllr Clark completed, with approval of members the Annual Governance Statement 2021/22.
 - 16.5 The Accounting Statements for 2021/22 were completed and approved.
 - 16.6 Members agreed the declaration of the council as exempt from the requirement for a limited assurance review.
 - 16.7 Consideration given to insurance renewal quotes received - £560.74 to renew with existing insurers and £409.32 to insure with Zurich Insurance.
Members authorised payment to Zurich Insurance for new insurance policy.
 - 16.8 Members authorised the payment of invoice, upon receipt, from Mr Harding for grass cutting.

17. Allotments – report received from Cllr Clark of proposals for a Water Collection Structure with a wooden frame and galvanised steel roof. The structure will be self-assembly. With assistance from PECT the structure should be completed in one day. Cost in the region of £1,200 incl VAT to be funded from the PECT grant of £1,700. Authorisation given for Cllr Clark to place the order.
Cllr Clark to check the lead time for the materials.
The Clerk advised that the rents for the allotments had been received and all but one agreement signed.
18. Maintenance:
- 18.1 Grass-cutting – it was agreed that the grass-cutting schedule should revert to alternate cuts for the removal of arisings. Grass-cutting areas to remain as per the previous contract and to continue to include the Deeping Road.
Clerk to advise Mr Harding.
- 18.2 Weeds – Cllr Jackson advised that she had received no requests or suggestions for areas that could be excluded from weed killing.
- 18.3 Bus shelter – the Clerk to chase Helen Harris at the City Council before the next meeting. Cllr Tuley acknowledged that there were still some small areas requiring preservative treatment.
- 18.4 Play equipment – it was noted that the play equipment on the Village Green had been pressure-washed and looked much better. Thanks to Ben Harris for undertaking this work.
19. It was agreed that Cllr Jackson could attend a NALC on-line training event on Neighbourhood Planning with authorisation given to the appropriate expenditure.
Cllr Jackson to book place and submit invoice to the Clerk for payment.
20. Councillors' reports:
Cllr Jackson advised that Part 1 of the Werrington to the Welland walk had been undertaken. The second part of the walk will take place on Monday 23rd May at 2.00pm with representatives from several external agencies attending.
The PCEG group had agreed that Glington and Northborough Parish Council's would be approached for joint working.
Jubilee Working Group – Cllr Clark advised that the beacon has been built, Cllr Smith offered wood. Lighting of the beacon will take place on Thursday 2nd June, gathering on the green at 9:30 for lighting at 9:45. Cllr Smith to organise music to accompany the beacon lighting.
Games on the Green on Sunday 5th June being organised by Becki Lancaster. Cllr Crowson to ensure that organisers are advised of the need for risk assessments and liability insurance.
21. Members considered whether there were any matters arising from the Annual Parish Meeting. Cllr Clark felt that the turnout was disappointing, an invitation having been delivered to every house in the village. There did not appear to be any particular demand from attendees for the council to join the Good Neighbours Scheme.
22. It was agreed that the Item to consider future ways for productive communication with the parish and receipt of feedback should be deferred to the next meeting.
23. The date of the next meeting was confirmed as Monday 20th June.

There being no further business the meeting closed at 9:15pm.