

MINUTES OF A VIRTUAL ANNUAL MEETING OF PEAKIRK PARISH COUNCIL HELD ON TUESDAY 4TH MAY 2021, STARTING AT 7:30PM

Present: Councillors Henry Clark (Chair), Emma Crowson, David Fovargue, Sally Jackson and Anne Tuley.
Also in attendance: Angela Hankins (Clerk)

1. Cllr Clark was re-elected unanimously as Chair.
2. Members were reminded of the requirement for the Chair to sign a Declaration of Acceptance of Office. It was resolved to hold over the signing of the form to the next meeting.
3. Apologies were received from Cllr Prior (technical difficulties).
4. Cllr Jackson declared an interest, as a member of CPRE, in item 16.3.
5. Cllr Jackson was elected as Vice-Chair.
6. Members appointed to serve on the Planning Working Group were Councillors Crowson, Fovargue and Tuley.
7. Representatives to/for the under-mentioned groups/roles were appointed as follows:
 - (a) Media/ Publicity – Cllr Crowson
 - (b) CAPALC – Cllr Clark
 - (c) Peterborough Parish Liaison Committee – Cllr Clark
 - (d) Planning Users Forum (if still relevant) – Cllrs Crowson and Fovargue
 - (e) Northern Footpath Forum – Cllrs Clark and Jackson
 - (f) Village Hall Committee – Cllr Fovargue
 - (g) Climate Emergency Group – Cllrs Clark, Crowson, Jackson and Tuley
 - (h) John Clare Countryside Project – Cllr Jackson
 - (i) Tree warden – Cllr Prior
 - (j) Flood Warden and Community Emergency Response Co-ordinator – David Hankins.
8. Members reaffirmed or agreed to review policy decisions and procedures in relation to:
 - (a) Charitable donations - reaffirmed
 - (b) Planning applications and planning pre-application discussion/ meeting (July 2017) - reaffirmed
 - (c) Purchase/laying of poppy wreath - reaffirmed
 - (d) Complaint procedure - reaffirmed
 - (e) Communications policy – to be reviewed by Cllr Crowson
 - (f) Terms of reference for representation on outside bodies – reaffirmed. **Members to reacquaint themselves with the terms of reference.**
 - (g) Sustainable procurement policy- reaffirmed
 - (h) Grievance and disciplinary policy - reaffirmed
 - (i) Asset management policy - reaffirmed
 - (j) Freedom of Information policy - reaffirmed
 - (k) Volunteer policy – amendment agreed to c)10 of policy to read “always work in pairs when close to water.”
 - (l) Emergency Plan – to be reviewed by Cllr Fovargue and David Hankins.
 - (m) Tree Policy – to be reviewed by Cllr Jackson.
10. It was agreed that the item “to receive current Asset Inspection Log and note any works outstanding” be held over to the next meeting to confirm updates.
11. Members agreed to continue with ordinary meetings on the 3rd Monday of the month for the period January 2022– December 2022, except April (clash with Bank Holiday – **Clerk to arrange alternative date**) and date for the Annual Parish Meeting – possibly 9th May.

12. Members agreed the continuation of appointment of Mr Rod Gall as the Internal Auditor. Thanks were given for all his work.
13. The minutes of the previous meeting dated 26th April 2021 were approved as a true record.
14. There was no correspondence to note.
15. Planning:
 - 15.1 Consideration was given to application 21/00452/HHFUL for Removal of single storey rear extension and construction of two storey rear extension, conversion of existing barn into living accommodation and new car port at 7 Rectory Lane Peakirk Peterborough PE6 7NH. Councillors were disappointed that the application included no reference to the Peakirk Neighbourhood Plan and could see no evidence that the application had addressed any of the policies within the Neighbourhood Plan nor the requirements of the Conservation Area.
Clerk to respond to the City Council before any further decision taken.
 - 15.2 There were no other planning matters.
16. Finance:
 - 16.1 The budget review to 30 April was noted.
 - 16.2 Approval given for payment of Home Working Allowance in the sum of £10 and salary payment to Mrs A Hankins for May.
 - 16.3 Members approved the renewal of the annual membership subscription to CPRE in the sum of £36.
 - 16.4 Approval given to payment of invoice for annual insurance renewal due 1st June with Pen Underwriting Ltd in the sum of £428.34.
 - 16.5 Cllr Jackson advised that the expenditure on flower seeds as part of the JCCP Nature Recovery project totalled £79.99. Members authorised reimbursement to Cllr Jackson accordingly.
17. Maintenance – Cllr Clark reported that the power cable discovered by the contractor when removing shrubs from the Millennium Corner had been reported to Western Power Distribution for investigation.
18. Councillors reports: Cllr Fovargue advised that a Speed Watch session had been undertaken on 1st May between 10.00 and 11.00am on Thorney Road. 103 vehicles were recorded, 15% of which were travelling over 35mph, with the highest speed recorded at 48mph. A conversation has started with Stuart Tough at the City Council in relation to the proposed Village Gateways but a meeting is required.
Cllr Fovargue to chase.
Cllr Jackson advised of a meeting to be held on 6th May with Tony Cook from PECT with regard to the Community Orchard Project – all welcome to attend. Volunteers needed to re-paint the noticeboard surround and benches on the new footpath along the Maxey Cut – Tuesday 11th. A Zoom meeting with the City Council in relation to Climate Emergency is to be held at 12noon on 12th May – ***Cllr Tuley to attend with Cllr Jackson.***
A date for the Beautiful Burial Ground Project – identifying and recording plants / wildflowers – to be held in Peakirk Churchyard has been set for 24th June from 9:30 – 12:00. Maximum of 12 attendees, booking to be made through Eventbrite.
19. The date of the next meeting was confirmed as Monday 21st June.

There being no further business the meeting closed at 8:33pm.