

NASSINGTON PARISH COUNCIL



MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday 12th October 2022 at 7.30 pm in Nassington Village Hall

22.2069 Attendance and apologies for absence

Present: Cllr Alan Burns, Cllr Elliott Clark, Cllr Rebecca Downey, Cllr Alain Kingsley, Cllr Derrick Mortimer, and Cllr Robert Peterson (chairman). Officer present: The clerk. Apologies received from Charlotte Lemmon due to clash of council duties and from Shane Rickwood due to prior personal commitment. It was **RESOLVED** to accept these apologies. Absent: Paul Monks.

22.2070 Declarations of Interest

Cllrs Burns, Mortimer and Peterson declared personal but non-pecuniary interest in matters relating to Nassington School. Cllr Mortimer also declared a personal interest in preschool matters.

22.2071 Approval of Minutes

It was **RESOLVED** to approve the minutes of the meeting in July 2022. The chairman signed the minutes. It was noted that the scheduled September meeting of the parish council had been cancelled due to death of Queen Elizabeth II.

22.2072 Questions or address from members of the public:

There were none.

22.2073 Neighbourhood Plan:

It was noted with much appreciation how much work the environment focus group of the plan committee had put into the preparation and management of the information stand at the Nassington garden show on August bank holiday. The stand had attracted a lot of attention and enlightened people about the work of the plan and the wider environmental matters within the parish and the importance of the extensive biodiversity and natural habitats. The sub group should be commended on the achievement.

It was agreed that a neighbourhood plan committee meeting should be arranged – this can be a Zoom meeting.

22.2074 Planning and Development:

- a) NE/22/01146/FUL | Internal and external alteration works to public house, including the replacement of windows and doors, reeded ceilings, repairs to roof structure, concrete floor trench, and alterations to garden and patio area (part retrospective) | The Black Horse 2 Fotheringhay Road Nassington. Following discussion, It was **RESOLVED** that the council would reiterate its policy of being actively unsupportive of retrospective planning submissions as standard, but it would offer no objections to the proposals laid out in the application. Aside from the planning aspect of the application, the village in general is supportive of keeping the building open as a pub and the council, and wider community are keen to see it open as soon as possible. The parish council is keen that the planning department is as expeditious as possible in its approach to this application.
- b) NE/22/01147/LBC | Internal and external alteration works to public house, including the replacement of windows and doors, reeded ceilings, repairs to roof structure, concrete floor trench, and alterations to garden and patio area (part retrospective) | The Black Horse 2 Fotheringhay Road Nassington. It was **RESOLVED** that, in keeping with its policy to defer technical heritage advice concerning listed building applications to the conservation officer at the planning department, the council would offer no objections or further comment.
- c) NE/22/01093/FUL | New cladding to front elevation & single storey side extension. | 15 Parkway Nassington. It was **RESOLVED** that the council has no objections or further comment to make.
- d) NE/22/01078/TCA/ | T1- Apple- Reduce crown by 1 meter and remove crossing branches T2- Cherry- Reduce crown back to previous pruning points and remove crossing branches T3- Apple- Reduce crown back to previous pruning points and remove crossing branches T4- Apple- Fell small apple to ground level (see photo

1) T5- Oak- Fell small oak to ground level (see photo 2) | 34 Church Street Nassington. It was **RESOLVED** that the council has no objections or further comment to make.

22.2075 Governance Matters:

- a) In advance of the meeting, details of the current Civility and Respect project were circulated. Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils. The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

NALC, SLCC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector. The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge enables councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

It was **RESOLVED** to formally sign up to take the Civility and Respect Pledge:

- Nassington Parish Council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
 - Nassington Parish Council has committed to training councillors and staff.
 - Nassington Parish Council has signed up to Code of Conduct for councillors
 - Nassington Parish Council has good governance arrangements in place including, staff contracts, and a dignity at work policy will be enacted forthwith.
 - Nassington Parish Council will commit to seeking professional help in the early stages should civility and respect issues arise.
 - Nassington Parish Council will commit to calling out bullying and harassment when if and when it happens.
 - Nassington Parish Council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
 - Nassington Parish Council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.
- b) The conclusion of audit and publication of public notice on 31st July (until 10th September 2022.) were noted.
- c) Mildmay trust: It was **RESOLVED** that the parish council is pleased to commend and endorse the appointment of Mr Robert Phipps as trustee of the Mildmay Trust
- d) A request had been received in July, immediately following the last parish council meeting, that the council considers a grant funding request from FONSⁱ for contribution to new library furniture which that organisation had paid for by way of donation to the school. A brief discussion ensued, during which members discussed the line between funding school activities (which would amount to 'double taxation' and therefore contradictory to best practice) and supporting FONS which in turn supports children's extracurricular activities and supports learning outside of the classroom environment. It was acknowledged the library furniture is an exceptional amenity that would not be covered within the school's budget to furnish classrooms. It was further agreed that the council is pleased to grant one third towards half the cost of the library equipment and would encourage FONS to approach other parish councils within the school's catchment area to request grant support to make up the remainder of half of the cost. It was made very clear that this grant will not set a precedent for supporting functions that form part of the fabric of the school or the classroom environment, those functions being the local education authority's responsibility. It was **RESOLVED** to grant £500 to FONS.
- e) Future audit arrangements: It was **RESOLVED** to remain opted in to SAAAⁱⁱ arrangements for future audits

f) Accounts were received, expenditure against budget to end of second quarter of financial year 22/23 were noted. Current assets to end of the period and balances approved as representative of the councils financial position:

Actual balance current account	5,818.98
Nationwide 95 day saver	85,483.49
Tailored reserve	38,446.19
Pockit prepayment card (petty cash)	45.13
Total cash:	129,793.79
Per cash book	
Balance b/f	113,223.00
Add receipts for year	71,884.66
less payments for the year	55,313.87
Balance c/f:	129,793.79

It was agreed that the clerk and the vice chairman would meet to discuss the necessary internal control checks and additional governance requirements going forward.

22.2076 **Playing Field:**

- a) It was **RESOLVED** to accept quotes for repairs to the playing field equipment. The work agreed is to overlay rubber matting surfacing at the south end under the zip slide, to supply and fit a new pivot bar to the seesaw and to refit the telescope with new fixings. The total cost was agreed at £2,338.19.
- b) Receipt of the new ride-on cutting machine was noted. The clerk was instructed to approach the chairman of the cricket club to raise concerns that observations had been made that equipment was being used without proper safety measures and practices in place, contrary to the memo of understanding (MoU) agreed earlier in the year. The council has not yet received copies of the risk assessments outlined in the MoU and would like assurances from the cricket club that the safety procedures outlined in the MoU are being adhered to as all works take place on land owned by the parish council and accessible by the public at all times. Public safety at all times is of paramount importance.

22.2077 **Community / Projects:**

- a) Allotments:
 - o Eviction letters were written to the allotment holders identified in the previous minutes. Both allotment holders had subsequently attempted to pay their rent and attempted to discuss the matter with the clerk face to face. The clerk explained to the respective parties that no individual, including the clerk, is able to reverse council decisions regarding allotment tenancies. Any representation outlining further consideration of the allotment holder's request to maintain the allotment, despite the eviction notice, should be made in writing prior to the meeting for consideration by council members. No further communications had been received. The clerk was instructed to contact the allotment holders and inform them that as no written communication had been received, the council's decision regarding eviction stands as previously stated and that the allotments should be cleared forthwith.
 - o The clerk will obtain quotes to have rubbish cleared from the allotments as necessary at the time.
 - o Authorisation for fencing works was agreed.
- b) Pocket park: Expenditure for the new handrail was agreed
- c) Community events, opportunity to consider whether to proceed:
 - Remembrance service: It was **RESOLVED** to procure a RBL poppy wreath for the upcoming Remembrance Day commemoration.

- It was decided that a cut Christmas tree on the green is not an environmentally supportive way of decorating the village green. The planted tree on the green would be decorated with lights and bauble decorations instead
- Fireworks: It was decided that the parish council is not content to lead a community project to organise a fund raising fireworks event in November 2023, should Woodnewton village fireworks event organisers decide not to proceed. However, the council will facilitate by means of utilising section 145 of the local government act, as amended to allow committee management of an event. A consortium of community good causes would be approached to see whether there is an inclination to organise such an event.

d) It was agreed to prepare an invitation to quote for pollarding of trees in churchyard

e) Climate / Environment impact mitigation follow up: This would carry forward to the next meeting.

22.2078 Highway matters:

- a) SID: It was agreed that the installation of an additional post would be discussed at the point that the revised cost of post installation is received. It was also agreed that the data analysis would inform a decision as to whether to proceed with procurement of an additional unit with grant funding if available.

22.2079 Financial matters:

a) Procurement of new printer (£180) and memorial book (£ under scheme of delegation was noted.

b) It was **RESOLVED** to approve the following payments:

Goods/Service	Payee	Nett	Gross	Power
Grant	Village hall		500.00	LGA 1972 ⁱⁱⁱ Section 133
Grasscutting Sept inv	Plough	360.00	720.00	HA ^{iv} S96 / PHA ^v S164 / LGA ⁱⁱⁱ S136
Grasscutting Aug inv		360.00	“ “	
Printing - garden show	Easiprint	52.10	62.52	LGA 1972 ⁱⁱⁱ Section 142
Bin collection for 21/22	NNC	31.72	38.06	Litter Act 1983 s 5-6
Printer	Amazon	178.79	214.55	LGA 1972 ⁱⁱⁱ section 111
Velcro	Amazon	7.04	7.93	LGA 1972 ⁱⁱⁱ Section 142
PAID in August				
Ride on mower	HME	6,500.00	7,800.00	LG (MP)act 1976 ^{vi} s19
Audit Fee	PKF Littlejohn	300.00	360.00	LGA 1972 ⁱⁱⁱ section 111
SO/dd				
Electricity Oct	SSE	112.55	118.17	PC Act and Highways Act ^{vii} S301
Electricity Sept	SSE	109.24	114.69	PC Act and Highways Act ^{vii} S301
Electricity Aug	SSE	109.24	114.69	PC Act and Highways Act ^{vii} S301
Staff costs	Aug		715.98	LGA 1972 ⁱⁱⁱ section 111
Staff costs	Sept		715.98	LGA 1972 ⁱⁱⁱ section 111
Staff costs	Oct		715.98	LGA 1972 ⁱⁱⁱ section 111
Paid by card				
SSL certificate	Paragon	49.99	59.53	LGA 1972 ⁱⁱⁱ Section 142

22.2080 Official announcements, notices or reports / Correspondence / representations of note:

- a) An Invitation to Volunteer Action event had been received but unfortunately it was unlikely anyone would be able to attend
- b) PLR information booklet was noted for reference

22.2081 Newsletter / Social Media / community communications.

The arrangements for Christmas decorations and tree lights, an update on the traffic data, the pond at the allotments and information about the playing field repairs should be mentioned in the next newsletter.

22.2082 Matters to carry forward:

At the next meeting, the potential impact and effects on community member of the looming fuel cost crisis will be addressed with particular emphasis on the parish council's role in facilitating the provision of 'warm hubs'. There was a brief discussion outlining the principle of a consortium of village organisations pulling together to provide a venue for people to be able to gather in the height of winter. The church is potentially too costly to heat because of the vastness of the space and high cost of the system there, the sports pavilion is potentially challenging for less able people and possibly less well insulated. The village hall is a strong potential venue, particularly as it has access, accessible facilities, a good kitchen, lots of comfortable seating and efficiency because of the new windows. It was noted that members of the public have approached the council informally with offers of providing meals. The parish council would be able to cover costs of heat and light but the community project would require multi-organisation input.

The clerk was instructed to contact the various community groups to open the conversation regarding this matter and invite them to engage with one another and the parish council.

The meeting closed at 9.21pm

DATE OF NEXT MEETING: 9TH NOVEMBER 2022

Approved by Nassington Parish Council:

Signature of Chairman		Date:
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- i FONS = Friends of Nassington School
- ii SAAA= Smaller Authorities' Audit Appointments
- iii LGA = Local Government Act 1972
- iv HA- Highways Act 1980
- v PHA - Public Health Act 1875
- vi Local government (Miscellaneous Provisions) Act 1976
- vii Parish Councils Act 1957 s3 / Highways Act 1980 s301