*** Please be aware as this is a public meeting, it may be recorded for either publishing or record keeping purposes***

STILTON PARISH COUNCIL

www.stiltonparishcouncil.org

Parish Clerk: Julianne Lawrence
The Parish Room, Church Street, Stilton
clerk@stiltonparishcouncil.org

To: Members of Stilton Parish Council

Sir/Madam

You are hereby summoned to attend the remote meeting of **Stilton Parish Council** to be held on **Tuesday 13 April 2021** hosted on Zoom at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

03 April 2021

THE PUBLIC AND PRESS ARE WELCOME

Due to COVID19, this meeting will be held remotely. If you have any questions on the agenda or would like to attend, please email the Clerk at (clerk@stiltonparishcouncil.org) and log in details will be forwarded on the day or see below …

Topic: Parish Council meeting - Time: Apr 13, 2021 19:30 London

Join Zoom Meeting …

https://zoom.us/j/92179091202?pwd=MFgrSFJiTm5obitlOVFBdVMyUGZGdz09

Meeting ID: 921 7909 1202 Passcode: 526399

One tap mobile

+442080806592,,92179091202#,,,,*526399# United Kingdom

AGENDA

PC269/20 APOLOGIES FOR ABSENCE
To receive and accept apologies for absence.

PC270/20 DECLARATIONS OF INTEREST
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.

PC271/20 PUBLIC PARTICIPATION
A maximum of 15 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting.

PC272/20 STILTON CHEESE – REGISTERING AS AN ASSET OF COMMUNITY VALUE
Clerk to update and a member of the public to present a proposition for the PC to contribute toward leaflet printing for the village (to highlight the changing use) and expand upon S106 capability.

PC273/20 MINUTES
To approve as a correct record the Minutes of the Extraordinary Parish Council meeting held Tuesday 2 March 2021 and Tuesday 9 March 2021 (to be signed when in-person meetings resume.)

PC274/20 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS
Members to hear/acknowledge reports from County Councillor Bywater or District Councillor Alban.

PC275/20 FINANCIAL REPORT
a) Clerk/RFO to provide the bank reconciliation for March, April's wage report and the cash book summery
b) Expenditure for April to be approved (see below)
c) Members to discuss the precept increase of 1% for 2021/22 despite the PC having kept the precept at the same level
d) Clerk to confirm successfully being awarded a CIL grant for the Pavilion Infrastructure Improvements of £18,552.00 (total works costing £23,907 and PC contribution of £5,355.)

To:	Reason:	Amount:	Authorised Ref:
Fergusons	Village Maintenance	1,712.05	OSA1906,s.164
Businesswatch	Alarm/CCTV monthly maintenance	118.89	LGA76,s.133
Staff wages	Clerk, Pav Administrator, Caretaker salaries	2,131.87	LGA72,s.112
HMRC	Employee tax/NI and employer NI	417.88	LGA72,s.112
NEST	Employee/employer pension contribution	62.43	LGA72,s.112
PWLB	Loan payment for Pavilion	2,268.10	LGA2003,S1,p2

Working Turf	Pitch maintenance	873.01	PHA1875,s.164
EON	Pavilion Electricity	160.71	LGA76,s.133
EON	Pavilion Gas	410.66	LGA76,s.133
BT	Pavilion broadband	15.60	LGA76,s.133
HDC	Parish Room rates	198.05	LGA72,s133
HDC	Pavilion rates	670.50	LGA72,s133
EE	Staff mobile - Pavilion	9.92	LGA76,s.133
IONOS	Website hosting and emails	16.79	LGA72,s.151
Barclays	Account charges	6.50	LGA72,s.151
Sureshines	Bus shelter cleaning	115.00	LGA53,s.4
Business Waste	Pavilion bin emptying	36.50	Litter Act83,ss.5
Parish Council Websites	Annual hosting charge	216.00	LGA72, s.142
Julianne Lawrence	Virtual Landline	7.96	LGA72,s.151
Julianne Lawrence	Signs for Pavilion	7.59	LGA72,s.133
Julianne Lawrence	McAfee annual security for 3 devices	10.99	LGA72,s.151
Julianne Lawrence	Brightpay annual renewal	58.80	LGA72, s.151
Julies Gilles	Stationary	1.87	LGA72,s.133
	Monthly total:	**9,527.67**	

PC276/20 AMENITY SPACES

a) Cllr Bull to update on the project plan
b) Cllr Darnell to feedback from the Children's and Youth's Amenities Sub-committee meeting on 08/04/21
c) The Tender Evaluation Panel to provide an update on progress on its work on CCTV, fencing and playground equipment tenders. It will report on the score matrices for playground equipment arrived at in consultation with the Sub-committee on Children's and Youth's Amenities and the short list of providers that are being considered in more detail
d) Members to authorise the securing of tenders for the Pavilion Infrastructure Improvement works (CIL Funding grant) and also to receive authority to implement the works that are in common with the Play Park project (CCTV/ground works)
e) Next steps for the Pavilion Infrastructure Improvements to be determined.

PC277/20 AMENITIES MANAGEMENT COMMITTEE

The temporary Chair of the committee to outline priority issues including advising members of the forthcoming meeting on 20/04/21 and highlighting the Pavilion Administrator's report.

PC278/20 HUMAN RESOURCES, POLICES AND PROCEDURES COMMITTEE

The Chairman of the committee to report from the meeting on 10/04/21 including:
a) Reviewing of policies ready for the Annual Meeting of the Parish Council on 04/05/21
b) Council to adopt …
* Grievance policy
* Data Protection policy

* Disciplinary policy
* Dignity at Work policy
* Appraisal policy
* Homeworking policy
* Health and Safety policy – Statement of Intent
* Grant Awarding policy (revised version)

c) A review of staff hours, contracts and job descriptions alongside placing all staff on the NJC pay scale – any recommended changes to be approved
d) Council to approve Cllr Ayres to go on a Cemetery course with CAPALC at a cost of £120 and Cllr Bull to attend a Code of Conduct course for £40.

PC279/20 FINANCE, GENERAL PURPOSE AND COMMUNICATION COMMITTEE

Cllr Dorling to report from the meeting on 10/04/21 including:
a) PC finances at year-end
b) Recommendation for a small grant application from Folksworth Pre-school
c) Council to adopt the Communication policy
d) Communication update.

PC280/20 LHI

Cllr Bull to update members regarding the MVAS, members to approve the purchasing of 2 additional clips to secure the camera and decide a rotation pattern for the camera (following a risk assessment being carried out re mounting the MVAS.)

PC281/20 CLERK'S REPORT

The clerk to report on …
a) Plans for the Annual Meeting of the Parish Council and Annual Parish Meeting
b) Council to approve the purchase of the 12th Edition of Local Council Administration for £119.00 (plus postage costs)
c) How the PC would like the Play Park accounted for.

PC282/20 CORRESPONDENCE

Correspondence to be addressed, including:
a) Blocked ditch
b) Spelling of St Christol Les Ales
c) Concerns over precept and village frogs
d) Need for a footpath between Stilton and Folksworth
e) Dangerous pavements
f) Cemetery spikes
g) Cemetery damage
h) Parking a caravan.

PC283/20 PLANNING

Cllrs Ayres and O Leonard to outline **Ref: 21/00312/HHFUL** 10 Elm Close, Stilton – proposed single story front extension for members to determine.

PC284/20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and to ensure confidentiality during the tender process is maintained that for the remainder of the meeting business, the Press/Public be excluded.

PC285/20 PLAY AREAS

a) Cllrs Angus, Gilden and Shailer to report on progress with ground works and updated estimates of costs

b) Presentation of recommendations so that providers of CCTV, fencing and playground equipment can be selected. Cllrs to agree next steps.

PC286/20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC

To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

Next meeting – Annual Meeting of the Parish Council – 4th May 2021 at 7.30pm