



# WOODNEWTON PARISH COUNCIL MEETING

## MONDAY 13<sup>st</sup> July 2020 REMOTELY at 8.00PM

### (DRAFT) MINUTES

**Present:** Cllr Hansford (Chairman), Cllr Neville (Vice Chairman), Cllr Blackmore (20.15), Cllr Flack, Cllr Jenner (20.30), Cllr Guttridge and Amy Miller (Clerk and RFO)

#### **1. Declarations of Interests from Councillors**

None

#### **2. Apologies for absence**

None

#### **3. Public Time**

No members of the public requested to join.

#### **4. Minutes of Meeting Held on 1<sup>st</sup> June 2020**

The Minutes of the Meeting held on 1<sup>st</sup> June 2020, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

#### **5. Matters arising from Previous Minutes (not covered elsewhere on Agenda)**

None.

#### **6. Speeding in and through the Village**

Cllr. Blackmore updated - the camera had been moved to the end of Orchard Lane facing the Apethorpe direction and would stay there until a suitable position could be found on Main Street.

#### **7. Planning**

(a)20/00751/TCA – Tree works 67 Main Street - returned with No Objection but requested the walnut tree be replaced by another walnut tree.

(b)20/00795/TCA - Tree works 59 Main Street – returned with No Objection

## Playing Fields/Playground

- (a) Refurbishments have continued while the playground has been closed. One bench has been fully refurbished by Cllrs. Blackmore and Guttridge which will go to the Wildflower Meadow on the Allotments, with one remaining. The playground had been cleaned up, bird deterrent spikes straightened, and remaining benches cleaned. It was also noted that the buddy board had been fixed and work carried out to the rocker also, as indicated in the ROSPA report.
- (b) Both the annual ROSPA playground inspection and monthly Councillor Inspection has been carried out. Cllr Blackmore effected some issues such as the buddy board and rocker fixings. It was agreed a new warning sign for the MUGA should be ordered and fitted in line with report findings. Operator Signs (\*2) for the playground should also be considered showing operator details, contact details to report damage or accidents and any other warnings such as age restrictions. Clerk to investigate further.
- Suggestions and their merits were considered for ways to protect circa 25 wooden posts from strimmer damage. It was **AGREED** a trial of metal flashing wraps should be carried out rather than using weed killer which could be unsightly. Cllr Blackmore to source.
- (c) The playground has been re-opened in line with government guidelines and temporary Covid-19 Risk Signage. It was **AGREED** by **ALL** more permanent signs needed to be sourced. A design was agreed on - clerk to source and liaise with surrounding parishes with the aim of increasing buying power.

## 8. Cemetery

- (a) After laising with other Parish Clerks information has been gathered on local Cemetery fees. Councillors were aware there had been no fee increases since 2012. Although fees only make a partial contribution to maintenance of the cememtery a fee increase should be considered to be in line with it's counterparts. It was **AGREED** that a Proposal be on the Spetember Agenda to agree an updated table of fees, when all the information gathered had been fully considered.
- (b) The **PROPOSAL** to relax the rules and regulations of the Cemetery (3.5) allowing the use of polished stone for head stones was proposed by Cllr Neville, Seconded by Cllr Blackmore and unanamously **AGREED** by all.

## 9. Accounts

As at 30/06/2020 the bank balance stood at £14,367.26

- (a) Council **AGREED** the following payments:
- |                             |         |
|-----------------------------|---------|
| Clerk Salary (June) (BACS)  | £268.45 |
| ROSPA Playground Inspection | £141.00 |
| Peter Guttridge materials   | £30.00  |
| Paul Blackmore materials    | £25.00  |
| NCALC Training              | £44.00  |
| Wave (allotment water)      | £9.14   |
| E.on (streetlights)         | £115.59 |
| Upcoming playground repairs | £54.45  |
| Allotment Mower Repairs     | £88.32  |

(b) Council **NOTED** the following receipts:

CPRE Grant	£75.00
ENC grass cutting grant	£464.06
MEF Grant	£250.00

## 10. Financials

- (a) The **PROPOSAL** to update the Financial Regulations to bring into line the quarterly reporting of expenditure, income and budgeting with quarterly oversight from the Councillor overseeing the financials was proposed by Cllr Guttridge, Seconded by Cllr Neville and unanimously **AGREED** by all. Clerk to update Financial Regulations. It was also noted Standing Orders would need to be updated and a Proposal for this would feature on the September Agenda.
- (b) Quarterly update on income, expenditure, and budget was delivered by the Clerk. This had been reviewed by Cllr Guttridge prior to the meeting. Notes attached.

## 11. Allotments

- (a) Cllr Flack updated on the maintenance carried out to the Wildflower Meadow in preparation for the refurbished bench being secured there. He also noted the expenditure on the allotment mower (item 10) was higher than hoped, but the mower was working well, and the VAT could be reclaimed.
- (b) A plot holder request to erect a shed on an allotment 7x5' was **AGREED**.

## 13. Woodnewton Newsletter

It was **AGREED** that the Parish Council space should be used to communicate to residents that the playground is now open and remind them of the Covid-19 risks around use.

## 14. Correspondence

- (a) A quote had been received to tend to an overgrown horse chestnut tree in the churchyard. Council **AGREED** in line with Financial regulations further quotes should also be sourced. Clerk to contact two other tree surgeons and request quotes, for the September agenda.
- (b) Cllr Guttridge updated on the course he attended, 'Off to a Flying Start' saying it had been informative and helpful.
- (c) The Parish Council had been successful in securing two grants. The David Laing Awards for Litter Heroes £75 and a £250 grant towards the refurbishment costs of the roundabout in the playground.

## 15. Opportunity to Update Colleagues

Cllr Jenner suggested the inclusion in the Woodnewton News communication that the playground had recently been ROSPA inspected and there had been no significant issues after a member of the public had asked about risk assessments and inspections.

Cllr Jenner also noted there had been no follow up or budget allowances made for the Church wall and it was suggested maybe some photos should be taken so any changes can be monitored.

Cllr Neville had received a request to park a car in the village hall carpark which would be removed if there was an event. Everyone **AGREED** this was safer than parking on the road particularly with corn carting due to start.

Cllr Guttridge updated on the Woodnewton Support Group. The team were in discussion on how to move forward as the call for the current model was greatly reduced but those requiring help would be looked after.

Cllr Hansford raised the necessity to plan for the village bonfire as the Village Hall Committee would not be holding a Fire Works Display this year. It was thought people would still like to have a bonfire to get rid of garden waste and it was suggested a potential gathering of sorts pending Covid-19 restrictions; possibly to mark and thank, the Woodnewton Support Group. The question of whether to open the bonfire site is noted for the September Agenda.

A socially distanced October clean-up date was agreed for October 24<sup>th</sup>. A job list would be prepared and those wanting to help on the clean-up day could and others who perhaps wished to help or volunteer but felt more comfortable working alone could over a two-week period running up to the potential bonfire night. Saturday 24<sup>th</sup> October 10-1pm is the next village clean-up date with a view to the bonfire opening October 17<sup>th</sup>. This will be communicated in the September Newsletter.

**16. Date of Next Meeting**

Monday 7th September 2020 at 8.00pm remotely.

**17. Close of Meeting**

The Chairman closed the meeting at 21.40

Chairman’s Signature.....

Prepared by Amy Miller Clerk and RFO

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20<sup>th</sup> July 2020

Date 7th September 2020

