

Glaphorn Parish Council

Parish Clerk: Liz Holland 20, Gordon Road, Oundle, PE8 4LD
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DRAFT MINUTES of the MEETING held on 15th July 2020

By Zoom

Councillors present: Mr M Moss (Chairman) (MM), Ms N Buchanan (NM), Mr D Chapple (DCh), Mr N Knowles (NK), Mr R Stark (RS)

In attendance: Liz Holland (clerk)

291. Public Open Time

No members of the public were present

292. Accept apologies for absence

Apologies were **ACCEPTED** from Cllr Cashmore.

293. RECEIVE Declarations of Disclosable Pecuniary or Other Interests and any Dispensation requests

There were none

294. APPROVE the minutes

294.1. The minutes of the meeting 17th June 202 were **APPROVED** adding “from the Southwick and Glaphorn Village Show” at 284.2

294.2. The minutes of the extraordinary meeting held 1st July 2020 were **APPROVED**

295. REVIEW the action log

295.1. Nothing to report

296. Playing Field Project

296.1. A grant of £5,000 has been confirmed from the ENRMF. FCC asked for additional information to support the application to them, which has been provided. The application has been recommended for approval in September. MM has asked The National Lottery for their approval to spend some of their grant to fund the TPC that will be required. Progress has been made on footpaths, edging, kerbing and drainage on the access road. The services pipe has been installed and includes the facility to add additional utilities if needed later. Volunteer stone pickers have been working on the pitch where the grass continues to grow well. NK reported that the test digging for the fencing went quite well. One possible problem area but the right equipment will see it done. Contractor does think he will need a 3rd day though. This will finish the job including gates. MM asked for a clear quote for the extra work as the money for this has already been agreed. NK has a quote for supplies and work £3,600 (+VAT). An extra day will be £350. MM said there is £5,000 agreed for fencing so will be ok. NK confirmed contractor will only charge for supplies used so there may still be further savings. NK

asked for an indication of when Carrick may be off-site to start planning for the fencers to come in. MM will enquire.

ACTION: MM

297. Report from the clerk – nothing to report

298. Finance

298.1. The **PROPOSAL to APPROVE** the annual governance statements, Section 1 of the Annual Governance and Accountability Return was **APPROVED**. All answered in the affirmative. Clerk and Chair will sign **ACTION: MM, clerk**

298.2. The **PROPOSAL to APPROVE** the accounting statements in Section 2 of the Annual Governance and Accountability Return was **APPROVED**. A copy signed by the clerk has been agreed by the internal auditor and will now be signed by the Chair.

ACTION: MM, clerk

298.3. **PROPOSAL** to issue the public rights statement for the period 20th July to 28th August 2020. **REJECTED**. Councillors submitted an amended **PROPOSAL** for the start date to be 31.8.20. **AGREED**

ACTION: clerk

298.4. **PROPOSAL to NOTE** the internal audit report and agree any actions recommended. The report was noted but MM asked councillors to consider a written response he had prepared as he was unhappy with aspects of the report. Councillors expressed a variety of opinions but were in general agreement with MM that the report gave the wrong impression of the decision-making process in the previous year. Supporting papers for decisions were prepared and available. Councillors agreed to suggest amendments to the text of the Chairman’s proposed response. Discussed if there is an ‘appeals’ procedure. Clerk to ask NCALC.

ACTION: all to review MM’s letter, clerk to contact NCALC

298.5. The following receipts were **NOTED**

Received from	Notes	Net cost (£)
HMRC	VAT reclaim from 10.3.20	4,362.08
Grantscape	Project funding	45,737.35
National Lottery	Project funding	23,545.00
Southwick & Glapthorn Village Show	For Windy Spires project	70.00

298.6. **PROPOSAL** To approve the following payments: **ALL AGREED**. Clerk to prepare payments and MM/RS will authorise.

Payee & cheque number	Service provided	Net cost (£)	VAT (£)	Total cost (£)
E Holland	Clerk’s salary July	176.00		176.00
HMRC	Apr- June PAYE	132.00		132.00
EON (DD)	Electricity supplies July	56.22	2.81	59.03

County Life (SO)	Deliveries July	23.84		23.84
Turneys	Verge cutting June	141.33	28.27	169.60
PWLB	Loan repayment	1,251.79		1,251.79
Crawford Tech Support	Laptop setup	160.00		160.00
Colemans	Paper (clerk)	3.74	0.75	4.49
E Holland (clerk)	Zoom subscription	11.99	2.40	14.39

299. Planning

299.1. Cotterstock Village Design Survey Supplementary Planning Document – invitation to comment on the proposal. DCh will look to comment.

299.2. **AGREE** response to: 20/00665/LBC The Granary 6a Lower Farm replacement windows and doors **NO OBJECTIONS**

299.3. **REPORT** on site visit to Meadow View. Councillors visited but noted the planning application has not been submitted yet. They will comment on that when asked. The suggested development appears to be compliant with The Neighbourhood Plan.

299.4. **NOTED** permission granted at Rose Cottage, Benefield Road 20/00538

300. Date of next meeting – 26th August 2020.

Meeting closed 8.40pm.

All reports are available from the clerk upon request.