

Agenda

The Annual Meeting of Staploe Parish Council Will Be Held Online at 7.45pm on Thursday 21st May 2020 by Skype After the Annual Parish Meeting Which Will Start at 7pm

To join the meeting please use this link:

<https://join.skype.com/oTxijBreBy59>

Apologies for absence

2020/029. Election of Chairman (7.45-7.47)

2020/030. Election of Vice Chairman (7.47-7.49)

2020/031. Declarations of Acceptance of Office (7.49-7.51)

2020/032. Declarations of interest and Updates to Registers of Members Interests (7.51-7.53)

2020/033. Approve the Minutes of the Parish Council Meeting held on 19th March 2020 and ratify the decisions made. (7.53-7.55)

- At the time of the meeting in March the universal coronavirus lockdown was about to be imposed and the Clerk and a number of Councillors were already self isolating. Therefore, we decided to hold the meeting via Skype. However, the coronavirus bill had not been passed at that stage so in theory online meetings were not permitted. The legislation permitting these meetings has now been passed so we need to ratify the decisions made at the last online meeting.

2020/034. Public Open Forum (7.55-8.10)

Standing orders will be suspended to allow parishioners to make representations about items on the agenda below.

2020/035. Appointments and Responsibilities (8.10-8.15)

- Speedwatch
- Staffing committee. Currently Cllr. G. Meola, Cllr. J. Ibbett and Cllr. R. Squire
- Finance committee: Currently Cllr. R. Squire, Cllr. V. Zwetsloot and Cllr. D. Smith
- A1 Working Group. Currently Cllr. R. Squire, Cllr. D. Smith, Cllr. J. Ibbett and Tom Tagg
- Speedwatch. Currently Cllr. R. Squire, Cllr. V. Zwetsloot, Mark Potts and Robert Browning are trained and Tom Tagg is on the waiting list for training.
- Village Hall Working Group – update on whether this was disbanded or not

2020/036. Standing Orders and Terms of Reference (8.15-8.18)

- Parish Council
- Committees
- Working Groups

2020/037. Community Events (8.18-8.28)

- Ideas and proposals for the future (when social distancing has been relaxed)
- Father's Day picnic 21st June?
- VJ Day celebrations 15th and 16th August?

2020/038. Borough Councillor Tom Wootton's report (8.28-8.38)

2020/039. Planning Report (8.38-8.45)

- **Application:** 20/00809/LDE **Type:** Cert of Lawful Use and Dev (existing) Application **Description:** Erection of American style barn, low-lying timber stables landscaping, materials, lighting, parking area and use of site as equestrian training centre. **Location:** Stables At School Farm Honeydon Bedford Bedfordshire MK44 2LP. **Deadline:** 25/05/2020 **Link:** [20/00809/LDE](#)
- **Application** 20/00523/LBC **Type** Listed building application **Description** Repairs to part of the roof (already carried out). **Location:** Old Farm Cottage 64 Staploe Lane Staploe St Neots Bedfordshire PE19 5JA **Deadline:** 14/04/2020 **Link:** [20/00523/LBC](#) **Date of letter to planning:** 14/04/2020 **Object, Comment or Support:** Support **SPC Comment:** Three members of Staploe Parish Council considered this application and were in support of the repairs to the roof.

2020/040. Insurance (8.45-8.50)

- Review land and buildings asset register
 - Renew insurance. In a fixed deal with Norris and Fisher

2020/041. Street Lights (8.50-8.55)

- Consider inspection regime for the Parish Council's 21 street lights

2020/042. Highways (8.55-9.00)

- [Speed limit review](#) – update from Clerk
- Verge grass cutting – frequency and Borough grant
- Works required

2020/043. Tree inspections and works (9.00-9.05)

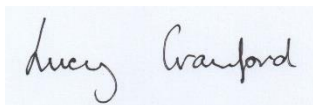
2020/044. Finances (9.05-9.25)

- Receipts and payments and schedule of regular payments. Sign cheques.
- Bank reconciliation
- 2019-20 Accounts
 - Receive the Internal Audit Report
 - Complete the Annual Governance Statement
 - Receive and approve the Accounting Statements
- VAT reclaim
- Review direct debits (electricity, Information Commissioner, e-mail hosting)

2020/045. Policies (9.25-9.28)

- Review Code of Conduct

2020/046. Clerk's Contract, Salary and Pension (9.28–9.30)



Lucy Crawford, Clerk to Staploe Parish Council, 33, Staploe, St. Neots PE19 5JA