

Minutes of An Extraordinary Meeting of Staploe Parish Council held Online at 8.15pm on Thursday 17th December 2020 on Skype

Present: Cllr. J. Ibbett (Chair), Cllr. V. Zwetsloot, Cllr. R. Squire, Cllr. G. Meola, Cllr. E. Meola, Cllr. D. Smith, Lucy Crawford (Clerk). No members of the public.

Apologies for absence. Cllr. J. Thomson

2020/109. Declarations of Interest.

Cllr. G. Meola: Neighbourhood Development Plan Steering Group and Village Hall Committee

Cllr. E. Meola: Village Hall Committee

Cllr. J. Ibbett: Village Hall Committee

Cllr. V. Zwetsloot and Cllr. D. Smith: Neighbourhood Development Plan Steering Group

2020/110. Approve the Minutes of the Parish Council Meeting held on 19th November 2020

Having been previously circulated the minutes were approved as an accurate record of the meeting.

Proposed by Cllr. J. Ibbett and seconded by Cllr. R. Squire

2020/111. Public Open Forum

None

2020/112. Neighbourhood Plan

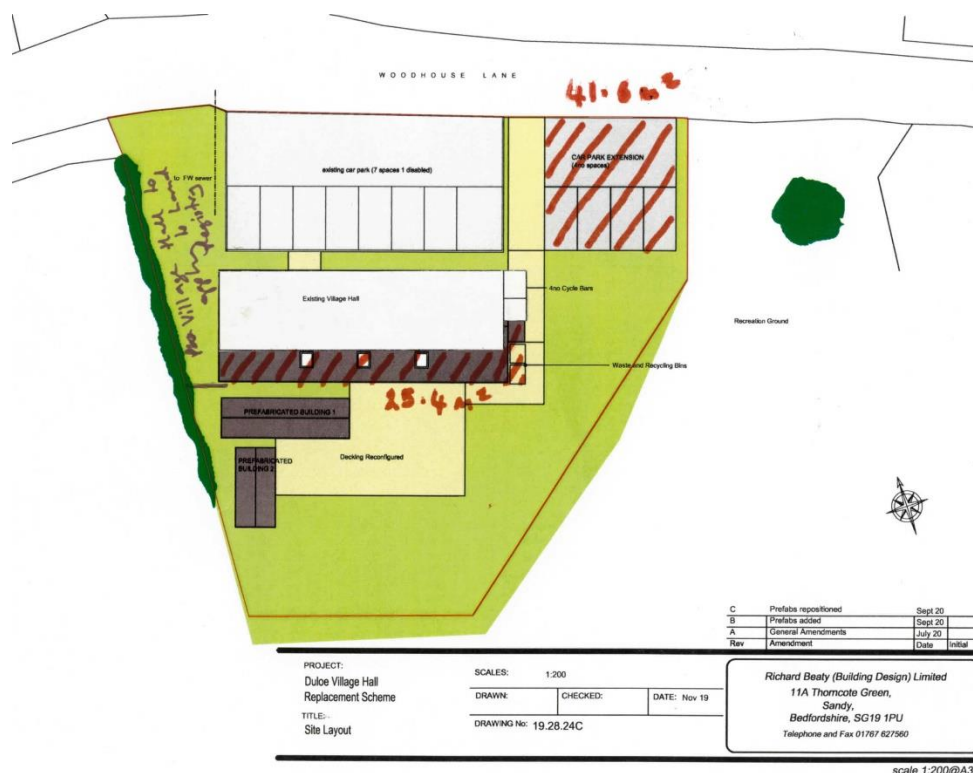
- **Consider the Steering Group's request to apply to Locality for the basic grant of £10,000.** Any unspent funds to be returned at the end of March 2021 and can be applied for again in April 2021. A total of £10,000 is available for the project and more in the form of technical support if we allocate sites for development. **It was resolved to approve this request.** Unanimous.
- **Consider the Steering Group's proposed budget. It was resolved to approve the budget.** Unanimous.
- **Consider the Steering Group's proposed Terms of Reference (TOR).** (The TOR's state that "Staploe Parish Council is the qualifying body for the purposes of preparing the plan. The steering group has full delegated authority to manage the process of preparing the plan as set out in the objectives and within agreed budgets; up to and including the publication of the consultation draft plan. Regular reports will be made to the Parish Council to ensure effective progress. Staploe Parish Council will approve the final draft Neighbourhood Plan prior to submission to the local planning authority". **It was resolved to approve the terms of reference.** Unanimous.

2020/113. Village Hall Rebuilding Project

- **Consider the Village Hall Committee's Request that the Parish Council pay the legal fees for the conveyance of the land hatched in red from the Duloe and Staploe Village Playing Field charity to the Duloe and Staploe Village Hall charity in consideration for the Playing Field charity being able to use the extended car parking spaces when not in use by the Village Hall.** Planning permission for the extension has been granted on the application for the new hall (20/01517/FUL). Cost of legal fees is £750. **It was resolved to pay these fees.** Unanimous.
- **Consider where the legal fees should come from.** The Village Hall Committee have requested that this should not come from the Village Hall Rebuilding Fund. The alternative would involve using some unearmarked reserves but the Parish Council would still hold the

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guideline amounts of between 50 – 100% of its precept in unearmarked reserves. **It was resolved to pay for the fees out of the Village Hall Rebuild Earmarked Reserve but to consider topping it up from either unearmarked reserves or from precept in future.** Unanimous.



2020/114. Consider quotes to reconnect the containers to electricity and water supply. VERU grant is for £5000.

The Clerk presented the following quotes.

Triple Phase		
Task / item	Supplier	Quote ex VAT
UK Power Networks Triple Phase Supply to GRP Kiosk	UK Power	2674
GRP Cabinet	Captrad	847
Meter	Eon	157.86
Electrical connection	Peter Banks	1670
Water Connection	Mark Compton	750
Inspecting the drain to the septic tank	Lanes for Drains	125
Repairing the drain	?	?
Total		6223.86

A second option is to use a single phase electrical connection (but this is not the preferred option for a commercial property):

Single phase		
Task / item	Supplier	Quote ex VAT
UK Power Networks Single Phase Supply to GRP Kiosk	UK Power	1520
GRP Cabinet	Captrad	847
Meter	Eon	0
Electrical connection	Peter Banks	1670
Water Connection	Mark Compton	750
Inspecting the drain to the septic tank	Lanes for Drains	125
Repairing the drain	?	?
Total		3392

It was resolved to spend £125 + VAT to inspect the drain so that we can get a quote for the repair. If the sum required to reconnect the containers to electricity, water and drain then exceeds £5000 the Parish Council will consider whether to spend the money at the next PC meeting on 21st January 2021. Cllr. V. Zwetsloot pointed out that welfare units for builders cost approximately £200 per week and so there would be a saving while the Village Hall was being rebuilt and in the meantime the containers could be used for community events. Cllr. G. Meola was concerned that the maintenance costs may be higher than the funds available in the budget. She and Cllr. V. Zwetsloot agreed to prepare a cost benefit analysis for keeping the containers and a budget for maintenance etc.

2020/115. Consider whether to take out a zoom subscription for £12 per month as it is much easier to manage meetings than Skype and the free zoom sessions can only last 40 minutes.

It was resolved to subscribe to this. Unanimous.

2020/116. Consider whether to fell the damaged horse chestnut tree at the playing field (Brightman Brothers have offered to do this for £60 extra on the cost of the crown lifting work already commissioned).

It was resolved to fell the tree at a cost of £60. Unanimous.

The meeting closed at 9pm