

These are the notes taken by the Parish Clerk and cannot be taken as a true record of the meeting until ratified at the next Parish Council meeting.

Old Leake Parish Council Meeting 8th July 2020

In Attendance:

Councillor David Norton, Councillor Frank Pickett, Councillor Guy Bull, Councillor Tom Ashton,
Councillor Ian Money, and Councillor Nigel McCulloch.

Public Forum

No members of the public were present.

1/7/20 Opening of the meeting by the Chairman

The Chairman welcomed Councillors to the first meeting after the lockdown in the main hall under Covid 19 procedures.

2/7/20 Apologies for absence and reasons given

Apologies were received and acknowledged from Councillors Crouch and Baxter.

3/7/20 Declarations of interest in accordance with 2011 Localism Act

No declarations were made.

4/7/20 To note the report from the Police Liaison Officer

The Clerk had met briefly with PCSO Kym Rayment during a playground inspection. She stated that nuisance complaints regarding youth vandalising equipment was in hand and that she had moved several youths on from both play areas in recent days.

5/7/20 To note reports from representatives of outside bodies

There were no reports from Councillors as meetings had been cancelled due to the lockdown.

6/7/20 To note CCTV requests

There was an incident of a broken window at the community centre. Councillors Pickett and McCulloch reviewed the CCTV but the images were inconclusive.

7/7/20 To accept the playgrounds and Enos Wood monthly check sheets and action any repairs

Furlongs Lane and Washdyke Lane play areas were inspected, cleaned and notices put up to make children and adults aware of social distancing, responsibility of washing hands and staying home if feeling unwell in line with Central Government Covid 19 guidelines.

8/7/20 To consider the draft notes of the meeting held on

a) 11th March 2020 and resolve to adopt

It was proposed, seconded, and unanimously resolved to accept the notes as a true record of the meeting.

b) Extraordinary Meeting 24th March 2020

It was proposed, seconded, and unanimously resolved to accept the notes as a true record of the meeting.

9/7/20 Resolution to approve the payments of accounts

It was proposed, seconded, and unanimously resolved to approve the payment lists for August.

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|-----------------------|--|--------|
| Employee Cost | Salary, pension, tax | 516.98 |
| Expenses J Greer | Seton Signs & playground cleaning products & travel | 374.94 |
| HMRC PAYE | August PAYE | 111.40 |
| Michael Shaw | August payment | 137.50 |
| K & P Services | April – July backpay plus August payment | 165.00 |
| ARK ICT Solutions Ltd | July Antivirus payment | 9.90 |

10/7/20 Highways matters: items requiring maintenance or repair

The reeds are overgrown again on the corner near Beagle Cottage. Mr Wilson is to see if he can be of assistance or if the owner will cut them back himself. The completion of the streetlight repair at Fold Hill Corner was noted.

11/7/20 Planning matters

- a) **B/20/0194 Change of use of land to extend residential curtilage, erection of new boundary fencing, and erection of single storey side and rear extension at The House, Forty Foot Lane, Old Leake, Boston, PE22 9RU.**

It was proposed, seconded, and unanimously resolved to support this application.

- b) **Two storey side and single storey rear extension at Barn Farm Cottage, Fellands Gate, Old Leake, Boston, PE22 9QY**

It was proposed, seconded, and unanimously resolved to support this application.

12/7/20 To consider Covid 19 specific risk assessment for playgrounds, public spaces and meetings and agree expenditure if required.

The meetings and playground risk assessments were considered, it was proposed, seconded, and unanimously resolved to adopt them.

13/7/20 To consider and resolve a summer action plan for Parish Council managed open spaces

It was agreed that the car park matting should be installed at the Washdyke Lane playground and the play equipment at Furlongs Lane be power washed.

A maintenance quote for Enos Wood had been received from Thomson tree services as requested. It was proposed, seconded, and unanimously resolve to instruct Thomson Tree Services to invoice the Council monthly and maintain the wood until the end of October when the contract will be reviewed.

14/7/20 To complete the Annual Audit

The Council received the internal auditors report which stated all accounting methods were in place and accurate. The Council proceeded to complete the annual audit form for the external auditor.

15/7/20 To appoint Councillors to replace Councillor Baxter on the following groups due to his commitment to the Old Leake Corona Virus Support group

- a) Community Centre – Councillor Pickett was nominated for this role.
- b) Enos Wood working group – Councillor Money was nominated for this role.
- c) Washdyke Lane working group – Councillor Pickett and Crouch were nominated along with the Clerk.
- d) Community Worker – It was proposed, seconded, and unanimously resolved for the Clerk to line manager the Community Worker and request that she attend the monthly Council meeting to provide a progress report.

16/7/20 To consider and resolve changing the Parish Council bank accounts to The Co-operative bank and agree the signatories

It was proposed, seconded, and unanimously agree to complete the paperwork and change over to the Co op banking system which has the availability of a two-step internet banking approval system. Councillors Pickett and Bull were nominated as bank signatories along with the Clerk.

17/7/20 To adopt the Safeguarding Policy

It was proposed, seconded, and unanimously agreed to adopt the previously circulated Safeguarding Policy.

18/7/20 To consider the changes to the website accessibility and agree a statement

The legal requirements for web sites were noted. The Clerk is to progress the change over to the newly updated and compliant LCC provided web site.

19/7/20 To consider the Community Worker start date and resolve action

It was agreed the Community Development worker will start on the 1st of September. The DBS status needs to be addressed in time for the start of the programme. The programme will run from 1st September 2020 through to 30th April 2021. The Clerk is to be assigned one additional hour per week for the duration of the programme to manage and liaise with the Community Worker, Michelle Cound.

20/7/20 To consider applicants for the Parish Councillor vacancy and resolve to co-opt

No applications had been received for the vacancy. It was at this point in the meeting that the Chairman, Councillor David Norton, tendered his resignation from the Parish Council due

to the increased workload satisfying new Government legislation for Covid – 19 in his workplace.

21/7/20 To note general correspondences & respond if required

A copy of the publication Clerks and Councils was noted.

22/7/20 To set dates for future Parish Council meetings

The next meeting was agreed to be held in person at the community centre complying with the social distancing rules, on Wednesday 9th September.

The next Parish Council Meeting is scheduled for
7.00pm Wednesday 9th September

At

Old Leake Community Centre