

EAST COWTON PARISH COUNCIL

Councillors are hereby summoned and Members of the Public invited to attend
the online meeting of the Parish Council
on Monday 8th February 2021 at 7.30pm

AGENDA

1. Apologies for absence

2. Disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

(The disclosure must include the nature of the interest (i.e. pecuniary or other). If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter)

3. Minutes of the meeting of the Council held on 11th January 2021 (circulated to councillors)

To determine whether the Minutes are an accurate record.

4. Chair's formal announcements on any matters not the subject of discussion or debate

5. Finance

a) To receive and approve statements of account

b) To authorise cheques

c) To be updated as to changes to signatories for the bank account

d) To consider contract for the next financial year

e) To be updated as to VAT reclaim

f) To approve the purchase of plywood for a noticeboard repair, oil for bench maintenance and the purchase of spring bulbs and bedding plants, all provided for by the budget

g) To consider a revision to the budget to permit the purchase of a salt spreader (Minute 2101.14)

6. Noticeboard and Grant Funding

To consider costings with a view to making a decision to purchase

7. Resilience Plan

To receive a verbal update from Cllr A Smith concerning progress with the refinements to the Resilience Plan (Minute 2101.08)

8. Police Report

To consider the report received

9. First Aid Training

To consider an option for organising the proposed first aid training (Minute 2002.09)

10. Staff Appraisal

To consider arrangements for the Clerk's annual performance appraisal

11. Neighbourhood Watch

To consider whether and how to proceed with resurrection of a Neighbourhood Watch scheme in the village (Minute 2012.16)

12. Training

To review training requirements and consider the courses available from Yorkshire Local Councils Associations (YLCA) during February 2021 and also to consider the invitation to its regular Councillors' Discussion Forum

13. Continuation of Online Meetings Beyond May 2021

To consider a response to YLCA's consultation on the continuation of online meetings

14. Millennium Wood

To receive a report on progress in the Millennium Wood

15. Planning applications

To consider application numbers 21/00199/FUL (Dragonstone) and 20/02892/FUL (The Bungalow, St Mary's Close) and to be advised of the outcome of application number 20/02667/MRC (land adjacent to Peppergarth)

16. Date and time of the next meeting:

8th March 2021 at 7.30pm is proposed. Councillors to resolve whether this should be in the village hall or online.

17. Any other business (urgent or not requiring debate or decision)

Primarily to inform the clerk of items for inclusion on the next agenda

18. Public participation

Mrs J Kilsby
Clerk to the Parish Council

3rd February 2021

THE LINK TO ATTEND THIS MEETING USING ZOOM WILL BE CIRCULATED SEPARATELY:

Supporting Information

5a Accounting Statement to 6 January 2021

		Community Account	Premium Account
		£ 5,195.13	£ 2,986.83
<u>add</u>			
Income			
Interest on Premium Account			£ 1.28
Parish Precept - Instalment 1	£ 3,150.00		
Parish Precept - Instalment 2	£ 3,150.00		
Compensation from Yorkshire Water	£ 250.00		
VAT reclaim	£ -	£ 6,550.00	
		<hr/>	<hr/>
		£ 11,745.13	£ 2,988.11
<u>less</u>			
Transferred to Premium Account			
Transferred to Community Account			
		<hr/>	<hr/>
		£ 11,745.13	£ 2,988.11
<u>less</u>			
Actual Expenditure			
1. Gross Wages (including PAYE tax refund)	£ 1,158.20		
2. Contractors	£ 1,680.00		
3. Services	£ 82.20		
4. Sundries	£ 29.50		
5. Insurance	£ 257.60		
6. Repairs/Maintenance	£ 732.73		
7. Rental	£ -		
8. Subscriptions/Training	£ 332.00		
9. Asset Purchases	£ -	£ 4,272.23	
		<hr/>	<hr/>
		£ 7,472.90	

Bank Reconciliation at 2 February 2021

Current Account balance as statement		£ 7,472.90
<u>add</u>		
Payments not yet cleared:	£ -	£ -
<u>deduct</u>		
Cheques not yet presented for payment		£ -
		<hr/>
Reconciled balance - Current Account		£ 7,472.90
<u>add</u>		
Premium Account balance		£ 2,988.11
		<hr/>
		£ 10,461.01

5b List of Cheques Required

Description	£	Authority
Brian Robinson Machinery - salt	£ 102.00	Local Government Act 1972, s111(1)
J.Kilsby- Clerk's Wages	£ 115.84	Local Government Act 1972, s112(2)
	<u>£ 217.84</u>	

5c Minutes 2010.05, 2011.05, 2012.05 and 2101.05 record **progress as to the appointment of Cllr N. Smith** as a signatory to the Parish Council (PC) cheques with online access (read only) to the bank accounts and a verbal update will be given.

5d Contracts

The grass-cutting quotation for 21/22 shows an increase of 2% and on the basis of 14-16 cuts per season is within the budgeted figure. The contractor advises that he carries employer's and public liability insurance cover of £10 million and £5 million respectively.

5e VAT Reclaim

The VAT reclaim schedule is being circulated to ES and NS. Councillors need to determine whether or not to defer submission until receipt of an invoice for the noticeboard (Agenda Item 6). The PC's financial policy requires VAT reclaims to be made at least annually for the period to 30th November and the last claim was submitted in January 2020 for the period ending 30th November 2019.

5f Approval of Purchases

- Existing noticeboard refurbishment requires plywood at a cost approximating £50
- Oil for benches estimated at £25

(Currently a surplus of £120 in budget for repairs and maintenance)

- Spring bulbs and bedding plants

(Currently £50 in budget for these)

5g Purchase of a Grit/Salt Spreader

Cllr Stephenson will present the case for the purchase of a salt spreader in line with following specification:

Multi Purpose salt and grit spreader for low to high output

Made from steel (frame) and polyethylene (hopper)

Adjustable control leavers

Adjustable height handle

Adjustable speed lever

Hopper capacity 30kg

Spread width 2.5mts



Cost £159.99 inc vat (20%) free delivery
Code number ZT1184389X

From ZORO UK Ltd
65 Chartwell Drive
Leicester LE18 2FS

Similar products

ESE Direct, 30kg hopper, £206.11 inc VAT free delivery

Parr's Contract spreader 36kg. £142.80 inc VAT free delivery (was £166.80)

The advantage of the Zoro Spreader over many of the others in its price range is that at the rear of the unit there is a salt deflector plate
This will protect the user from salt drift

If the PC decides to proceed there will be implications for both this year's and next year's budget where no specific provision was made although the payment could come from the reserve for replacing other assets.

6 Noticeboard

Pursuant to Minute 2101.06, PC agreed preference for a single-bay, A1, external, aluminium noticeboard, portrait format, glazed in green powder coating that can be post or railing-mounted.

Overall dimensions 750mm wide x 1050mm high.

Display dimensions 650mm wide x 950mm high. Display capacity 9 x A4 sheets in portrait orientation.

Specification of preferred model included: Glazing 4mm vandal resistant Plexichoc

Frame and Doors 30mm deep aluminium profiles

Magnetic surface

Integral weatherseal
5 year guarantee

3 quotations have been obtained:

a)

Re : Aluminium AF30 A1 Single Bay Noticeboard with Posts					
Item	Qty	Ref Code	Description	Unit Price	Total
A	1	AF30/A1/GREEN	AF30 Aluminium Noticeboard A1 Portrait Side Hinge O/A size 750 wide x 1050 high x 30mm, 4mm Plexichoc Glazing (Back Panel White Internal & Light Grey External) Powder-coated RAL6005 Green Supplied with 9 x 20mm Magnetic Discs in White (as MD2/AF)	£274.71	£274.71
B	1	APF6040/GREEN	AF 60mm x 40mm x 2600mm aluminium posts, for end fixing to noticeboard (per pair), Powder-coated RAL6005 Green	£180.53	£180.53
C	1	DELAF30/A1	Carriage AF30/A1 Noticeboard	£42.41	£42.41
				Sub Total	£497.65
				VAT	£99.53
				TOTAL	£597.18

Terms:

Payment: Net 30 days

b)

Thank you for your quotation request.
Your quote details are as follows:

Item	Qty	Price	Cost
Tradition 30 Post Mounted External Notice Board - Painted Frame Size: 1050 x 750mm wide (9 x A4) Colour: Green (RAL 6005) Accessories: Not required Base plates: Not required	1	£478.00	£478.00
UK Mainland Delivery	1	£10.00	£10.00
		Sub Total:	£488.00
		VAT:	£97.60
		Total:	£585.60

c)

Description	Unit Price	Line Total
External Noticeboard Double Post Mounted Correx 1016x762mm Traffic Green Single Sided Portrait	£680.00	£680.00
	Delivery:	£13.00
	Subtotal:	£693.00
	VAT Total:	£138.60
	Total:	£831.60

8. Police Report



Hambleton Command: Town and Parish Council Report

Town or Parish :	East Cowton
Report Completed By :	PCSO 6786 Kim Laws
Data Reporting Period :	4 th January to 1 st February 2021

Crime and ASB Data

Qualifier	No of Incidents	
Anti-Social Behaviour	2	
Auto crime	0	
Burglary :	<i>Commercial : 0</i>	<i>Residential : 0</i>
Criminal Damage	0	
Theft (including from shops)	0	
Violence Against the Person	0	
Other crimes including Drugs	0	
<i>TOTAL THIS PERIOD</i>	2	

North Yorkshire Police Updates

SCAM WARNING: Watch out for emails promoting Bitcoin investment scams. Action Fraud have received over 400 reports in just two days.

If you receive a suspicious email, you can report it by forwarding the email to - report@phishing.gov.uk

SCAM ALERT: Fake police officer phone scam makes another resurgence

We've had several reports of phone calls from individuals claiming to be 'police officers'.

The caller has a range of names: Detective Matthews, DI Stevens and DC Winston to name a few! They tell the victim that a relative is in custody in possession of credit cards which bear the victim's name and that they need to call the police and/or their bank immediately, without waiting for the dial tone.

If you receive a call like this, hang up immediately. The police or your bank will never ask you to move or transfer money.

If you want to check whether the call is genuine, hang up and call the police or your bank from a different phone.

9 First Aid Training

Cllr Simpson has been approached by a resident who is a qualified first aid trainer. She has offered to take a course in the village for any residents who may be interested. Free of charge. Can also provide certification via a colleague.

10 Clerk's Appraisal

This was last conducted in 2019 when the PC delegated the task to Cllr Simpson.

11. Neighbourhood Watch

There is a page on North Yorkshire Community Policing website devoted to this scheme

[Neighbourhood Watch - North Yorkshire Police | North Yorkshire Police](#)

12. Training

The latest training bulletin has been circulated to councillors. There is £240 remaining in the subscriptions and training budget.

13. Online Meetings

The government is not currently planning to extend the remote meeting regulations beyond 7 May 2021. Along with other local government bodies, the National Association of Local Councils is continuing to press for this power to be made permanent. YLCA is keen to hear from member councils as to their views of the *power* for remote meetings to continue and be included in primary legislation. This would mean that there would be an opportunity for councils to meet remotely if they wished to do so, i.e. a choice after the virus situation is over. Additional to that is the prospect of hybrid meetings, where some attendees are face to face and some join in remotely.

YLCA is asking

Does the PC want a permanent legislative power to hold online and/or hybrid meetings? What are its reasons?

14. Millennium Wood

1 Report of tasks carried out to December 2020

1. After a visit by representative from the Forestry Commission, all the trees have had their lower branches removed to head high
2. All the trimmed branches and loose fallen wood has been removed and burnt
3. Nettles and weed ground cover has been removed and also burned
4. The wood fence has been cleared of weeds on the outside of the road fence and the field side
5. Trees provided by the Woodland Trust (30) have been planted into poly pots to over winter
6. The bench in the wood has been cleaned

2 Tasks in hand

1. We hoped to have a second visit from the Forestry Commission representative before Christmas 2020
2. Visit from the River Authority about Stell cleaning

3 Inspection Report as December 31st 2020

1. The Wood is very water logged , the entrance from the hard track to the gate is very wet and muddy due to the ground fall this could be a major risk to people entering the wood
2. With the nettles removed children could if not supervised enter the stell
3. With the ground cover now removed it is possible to see many of the stumps of removed trees, this could be a trip hazard

4 Tasks planned for 2021

1. Improve access to the wood
2. Spray to remove nettles (a village volunteer has offered to provide the chemical and carry out this work)
3. Meet with the Forestry Commission representative about removal of trees
4. Remove ground litter
5. Repair or replace old signage

Peter Stephenson
January 2021

15 Planning Applications

Councillors should refer to Hambleton District Council's Planning Website for full details of the applications referred to on the agenda

16 Next Meeting

Current lockdown restrictions may be loosened before 8th March 2021 but this is not guaranteed.

17. Any Other Business

Councillors need to decide future agenda items

The Annual Parish meeting would normally be considered at the PC's March meeting

15. Public Participation

No items have been raised in advance: