

## Earith Parish Council

### Minutes of the Annual Parish Council E-Meeting Held on Thursday 6<sup>th</sup> May 2021 by Zoom

Present – Councillors

Mr Steve Edwards (Chairman)

Ms Hazel Lambert

Mrs Marilyn Russell

Mrs Paula Brown

Miss Ann Brennan (Vice Chairman)

Mr Jeff Nicholls

Mr Allan Till

Mr Nick Tindall

DC Mr Jon Neish

1 member of the public

Mandy Pink – Clerk

**Due to the Covid19 Government Lockdown measures the Earith Parish Council meeting was held via a video conferencing link, the Agenda was published on the Parish Council Website and emailed to the 71-member Newsletter Subscriber List. This means that at least 83 Households were notified of the Parish Council E-Meeting. Approximately 12% of the Village of Earith.**

*The present Chairman opens the meeting and welcomes the Councillors, Members of the Public and then invites nominations for the new Chairman*

- Item 18 Election of Chairman – *The vote takes place***  
**Nomination received for Mr Steve Edwards**  
**Mr Jeff Nicholls proposed, and Ms Hazel Lambert seconded that Mr Edwards is Chairman**  
**Resolved – All in favour**

*The New Chairman takes the Chair and signs their acceptance of office*

- Item 19 Apologies for absence – Mr Keith Hudson, Mr Alan Spackman, Mrs Louise Reay, CC Mr Steve Criswell**

- Item 20 Election of Vice Chairman – *The vote takes place***  
**Nomination received for Miss Ann Brennan**  
**Mrs Marilyn Russell proposed, and Mr Jeff Nicholls seconded that Miss Brennan is Vice Chairman**  
**Resolved – All in favour**

#### Open Meeting

- Item 21 Open Forum** – Further to agenda item 35 the Resident in attendance thanked the Council and Clerk for looking into the question of changing post codes but understands now that this is not possible unless the Royal Mail needs to make changes. This still does not help the vulnerable members of the village access specialist help from Cambridge as Peterborough is still the area where vulnerable residents are referred too. Comments were also made regarding the lack of suitable dog waste bins along the cycleway and also footpath no 12 near the Marina. The Clerk will look into the ability to place further bins in these areas as they belong to the County Council and the District Council will not empty any new bins in the Village if they are supplied by the Parish Council. The Village has been allocated a set number of District Council controlled waste bins and so further help will be needed if bins are placed in these areas for emptying and maintenance etc. Cllr's Till and Edwards are happy to volunteer to empty the bins and Cllr Lambert is also aware of a Village resident who would also be happy to help.

- Item 22 Ecops Report** – None.

- Item 23 County Council and District Council Reports**  
 District Council emailed report noted. DC Jon Neish congratulated both the Chairman and Vice Chairman on their re-election to office. Areas to note from the report are that electric vehicle charging points will be installed in two places in St Ives. HDC are also looking to implement a system of civil enforcement regarding parking in the Towns. It is hoped that this can also be widened to include the Villages, but it is a very costly scheme. HDC have also introduced a new grant scheme to support the re-opening of local businesses. County Council emailed report noted.

**(Close open Meeting)**

**(Open closed section of Meeting)**

- Item 24 Code of Conduct – Dispensation received, and decisions granted – None.**

- Item 25 Councillors declaration of interest** – The Chairman drew the Councillors attention to the legal requirement that all interests should be declared following the Code of Conduct Localism Act 2011 c7. s27(3)(b). – None

- Item 26 To agree minutes of Parish Council meeting held on – 1<sup>st</sup> April 2021**  
Ms Hazel Lambert proposed, and Mr Jeff Nicholls seconded that the minutes are agreed and should be signed when Full Council resumes. Resolved - All in favour
- Item 27 Planning – Application -21/00513/HHFUL – 21 Cooks Drove – Front and rear single storey extension**  
Mr Nick Tindall proposed, and Mrs Marilyn Russell seconded the application is accepted with no objections. Resolved - All in favour  
**Planning – Application – 21/00675/HHFUL – 16 High Street – Two storey rear extension and balcony**  
Ms Hazel Lambert proposed, and Mrs Marilyn Russell seconded that the application is accepted with no objections. Resolved - All in favour
- Item 28 Annual Financial Risk Management to be noted –** Noted by Council
- Item 29 Annual Insurance Renewal year 4 of a 4 year term to be noted –** Noted by Council
- Item 30 Annual Return acceptance of guidance Section 1 –** The Clerk had emailed the AGAR to the Council prior to the meeting and the Council agreed to accept Section 1  
Mr Jeff Nicholls proposed, and Ms Hazel Lambert seconded that Section 1 is agreed.  
Resolved - All in favour
- Item 31 Annual Return acceptance of Section 2 –** The Clerk had emailed the AGAR to the Council prior to the meeting and the Council agreed to accept Section 2  
Mr Jeff Nicholls proposed, and Mrs Paula Brown seconded that Section 2 is agreed.  
Resolved - All in favour
- Item 32 Standing Orders to be noted – No changes to be made –** The Clerk advised the Council that she was not aware of any Changes to be made to the Standing Orders
- Item 33 Financial Regulations to be noted –** The Clerk advised the Council that changes were needed to 11.1 (K) which referred to EU Directive thresholds for contract procurement. The UK left the EU officially on January 1<sup>st</sup> 2021 and the World Trade Organisation General Procurement Agreement is now in force.  
Mr Nick Tindall proposed, and Mr Allan Till seconded that the amendment should be made.  
Resolved - All in favour
- Item 34 Parish Councillor responsibilities to be agreed –** The Clerk confirmed with all Councillors present if they wished to continue with their current responsibilities. Cllr Nicholls stepped down from the HCV Group and Cllr Tindall agreed to take on this responsibility. Cllr Tindall also agreed to join the Road Safety Group as this was something that he was interested in. Cllr Lambert also agreed to take on the responsibility for Footpaths and Rights of Way alongside Cllr Reay. The responsibilities for Councillors not present would continue as previous years.
- Item 35 Update re changing post codes from PE to CB in Earith –** Further to the resident request highlighted to the Council in April the Clerk contacted the Royal Mail to see if any changes could be made to the current post codes in Earith. The response was that changes would only be made if this would benefit the distribution of post for the Royal Mail. Any changes that the Royal Mail wished to make would need to be highlighted to the whole Village before any changes could be made.
- Item 36 Purchase of RBLI Tommy for the Village to be discussed –** The Clerk emailed some paperwork to the Council prior to the meeting, and it was agreed that it would be a great idea to purchase the RBLI Tommy metal statue for the Village as a sign of remembrance, but a suitable place would need to be found to site it. The Clerk asked the Councillors to think about a suitable area of the Village for placement and this would be an agenda item for approval in June.
- Item 37 Resident request to look into parking problems at Vermuyden due to inconsiderate and illegal parking on double yellow lines –** Parking issues are the responsibility of the Police and any issues should be reported directly to them for action to be taken. The Parish Council will monitor this area with the view to issuing parking notices if persistent problems are evident. The Clerk will let the resident know that the Council will monitor this issue.
- Item 38 Update on the Village Hall project –** The Clerk has now spoken to three sets of architects to see if they are able to help with concept drawings and suggestions for moving the new Village Hall project forwards. It is hoped that the gravelled area adjacent to the recreation field can be used as a suitable site for a new Hall. The Clerk has made contact with one homeowner immediately adjacent to the site and will contact the new owners of the two properties located on Bridge End that are also adjacent to the site when they

have moved in following the house sales in this area. It is hoped that the Parish Council can work with these homeowners to keep them fully informed of any actions taken to help this project come to fruition.

- Item 39 Update on the Trusteeship of the Recreation Field and also a resident request to hold a wedding reception in a marquee on the Field** – The Clerk advised the Council that she had signed the Council investment paperwork and this would be sent off for acceptance so that the Parish Council would be the Sole Trustee of the Charity called Earith Town Estate. The Parish Council, as a single legal entity would be the Sole Trustee. No Councillors, or the Clerk will be liable for any issues arising from the administration of the Charity. The Charity will need to be administered separately from the Council and as such separate meetings will be held with separate decisions made regarding the Charity. The Parish Council will still continue to lease the play areas directly from the Charity. All financial accounts and bank accounts will be separate.

**The Clerk has been asked by a resident if the field can be used for a wedding reception in August and she asked the Council to consider this in principle at the moment as they are not officially Trustees at this given time.** The final decision will be ratified at the first Charity meeting, hopefully in June.

Mrs Paula Brown proposed, and Ms Hazel Lambert seconded that, in principle, the field can be used. The Clerk will inform the resident that they will need to organise event insurance and all other licenses needed for a public venue. Any music and noise will also need to be finished by 11.45pm

Resolved - All in favour

- Item 40 Finance** –
- Payments to sign off
    - Online Salary payments for May to be made as standard
    - Chairman to note bank statement. To be signed when Full Council resumes
  - Mrs Paula Brown proposed, and Mr Nick Tindall seconded that the payments should be signed off. Resolved – All in favour
  - Online salary payments for May – Mr Jeff Nicholls proposed, and Ms Hazel Lambert seconded that the payments should be made. Resolved – All in favour
  - Bank statement noted and to be signed when Full Council resumes

Payee	Description		£	Chq	Powers	
Mrs K M Pink	Clerks Wages 75hrs @ £18.05	1353.75			LGHA1989,s.7	
	Clerks Expenses	25.00			LGA 1963, s.5	
	Mobile phone monthly rental not taxab	12.00			LGA 1972, s.133	
	total less tax		1254.94	online		
Mrs C Shook	Cleaner 5.5 hrs @ 10.16	55.88			LGA 1972,s.133	
xx	Booking Clerk 2.5hrs @ 10.16	25.40			LGHA1989,s.7	
	total less tax		81.28	online		
Mrs J Law	Caretaker April		100.00	online	LGA 1972,s.133	
Inland Revenue	PAYE April 2021		224.37	online	LGA 1972,s.112-119	
Mr MS Pink	Parish Handyman		150.00	online	LGA1953,s.4	
MSP Services	Grass Cuttting		510.00	online	OSA 1906, s.10	
MSP Services	Removal of overhanging elders at the Green		365.00	online	OSA 1906, s.10	
Earith Timber Products	Fence repair at the Green		220.00	online	OSA 1906, s.10	
Ms H Lambert	Pond Maintenance		8.00	online	PHA 1936, s.260	
Seagrave Inspection S	Playground Inspections x 2		204.00	online	OSA 1906, s.10	
Impressions Printers	Echo issue 59 - Printing		495.00	online	LGA 1972, s.142	
Mrs K M Pink	Echo issue 59 - Editorial		200.00	online	LGA 1972, s.142	
EON	Street Lighting Apr 20 - Mar 21		777.97	online	Parish Councils Act 1957, s.3	
Zurich Municipal	Annual Insurance Renewal		2293.36	online	LGA 1972, s.111	
Online Playgrounds	Equipment spares for playground repairs		235.62	online	OSA 1906, ss.9 & 10	
Ouse Valley Way	Membership Renewal		30.00	online	LGA 1972, s.143	
Camb Water	Village Hall sewerage cost 09/20-03/21		74.97	DD	LGHA1972,s.133	
Hunts DC	Commercial Waste Collection Rec		20.15	DD	Litter Act 1983,ss.5,6	
Hunts DC	Commercial Waste Collection V Hall		10.08	DD	Litter Act 1983,ss.5,6	
CNG	Village Hall Gas		67.23	DD	LGHA1972,s.133	
	Total spend for April 2021		7,321.97			

Mrs Mandy Pink – Clerk 07717 207 533

email: [earithparishclerk@outlook.com](mailto:earithparishclerk@outlook.com)  
Meeting closed at 9.00pm

Meeting Dates 2021  
3<sup>rd</sup> June

[www.earithparishcouncil.org.uk](http://www.earithparishcouncil.org.uk)

Date of Notice – 15<sup>th</sup> May 2021