

FOXTON PARISH COUNCIL

Clerk: Annabel Wright

Foxton Parish Council, Foxton Village Hall, Hardman Road, Foxton, CB22 6RN

Tel: 01763 838 430

There is to be a Meeting of Foxton Parish Council at the Village Hall on Monday 4 April 2022 at 7.30 pm. **Due to Covid limitation on capacity, please prebook your attendance with the clerk by email at clerk@foxtonparishcouncil.gov.uk or phone 01763 838430 providing your name and contact telephone number or email. You are encouraged to please wear a mask, use sanitiser on entry and maintain social distancing as much as possible. Please do not attend the meeting if you or a member of your household has COVID symptoms or has tested positive within the past week.**

All members of the Parish Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the Public and Press are invited to address the Council at the Open Forum and are asked to submit comments by email to the clerk at clerk@foxtonparishcouncil.gov.uk if possible.

AGENDA

- 1. Apologies for absence**
- 2. Laurentian reporting**
- 3. Deadline for nomination papers to the SCDC returning officer by 4pm on 5 April 2022 - SB**
- 4. Open Forum for public participation**
- 5. Members declarations of interest for items on the agenda**
- 6. To approve and sign the minutes of the Parish Council Meeting of 7 March 2022**
- 7. Matters arising from these minutes**
- 8. District Councillors report**
- 9. County Councillors report**
- 10. Any Planning, Infrastructure, R&A, S106 and Police updates will be provided in writing**
- 11. Infrastructure**
 - a. Travel hub update/ handover – AB
 - b. Update on street light inspection - AW
- 12. S106 update – CI**
- 13. R&A**
 - a. Football Foundation Grant Application – update and consider next steps – CI/ PT
 - b. Whole recreation ground risk assessment £395+VAT or £465 + VAT including play area and skatepark - CI
 - c. Zero carbon grant application open, deadline 1 June 2022 -AW
Themes: reducing carbon emissions or locking up carbon & community engagement on climate change
 - d. Consider adopting No Mow May campaign supported by Cambridgeshire County Council - AW
- 14. Finance**
 - a. End of year budget review - AW
 - b. Update Scheme of delegated powers to cover inquorate Parish Council meetings
 - c. Quotes

- i. Fertiliser – A) one application £1120+VAT, B) two applications £2400+VAT – PT
- ii. Tree planting behind playground (S106) A) £1901.76, B) £670.00, C) £1726
- iii. Clerk archiving and documentation retention training 27 April 2022 £30 - AW
- iv. CAPALC membership – increased fee £434.75 (from £426.86), DPO scheme £50 - AW
- v. Red Shoes Accounting (payroll) – increased monthly fee from £15.50 to £16.00 +VAT - AW
- d. Royston Community Transport – request for donation 2022/2023- AW
- e. Approve payments in attached schedule
Invoices received after the agenda has been published may be brought to the Parish Council meeting for approval

15. Format of Annual Parish Meeting

16. Receipt of letter from Tees Law on behalf of their client at 28 Illingworth way re (i) the extension of the play area; and (ii) the maintenance of land behind 28 Illingworth Way

17. Items for next agenda

18. Date and time of Annual Parish Meeting: Monday 25 April 2022 at 7.30pm

Date and time of Parish Council Annual Meeting: Monday 9 May 2022 at 7.30pm

Motion to exclude Public and Press: Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 where publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted on the following agenda items 19-20

19. Consider response to letter from Tees Law and quotes for legal advice

20. NALC revised pay award for local government services (“Green Book”) employees for the period 1 April 2021 to 31 March 2022. Consider change to salary standing order.

Annabel Wright

Annabel Wright, Parish Clerk 30 March 2022

clerk@foxtonparishcouncil.gov.uk

Receipts and Payments List

Payments

Payments made (prior agreed)

- | | |
|--|-----------------|
| 1. Salary (SO), pension - LGA 1972 s112, s111 | Confidential |
| 2. Pension - LGA 1972 s112, s111 | £39.24 |
| 3. Google Ireland Gmail - LGA 1972 s111, s142 | £44.85 |
| 4. Opus Metered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301 | £22.64 inc VAT |
| 5. Opus Unmetered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301 | £103.39 inc VAT |
| 6. | |

Payments to be authorised

- | | |
|---|--------------|
| 1. Parish Clerk Salary/ HMRC/ home allowance/ phone&broadband
LGA 1972 s112/ LGA 1972 s111 | Confidential |
| 2. Peter Tye expenses – gate padlock (£20 agreed RGT)
Open Spaces Act 1906 s9-10 | £31.20 |
| 3. GMA membership - Open Spaces Act 1906 s9-10 | £158.00 |
| 4. DP Garden Works March grass cutting - Open Spaces Act 1906 s9-10 | £515.00 |
| 5. DP Garden Works Dovecote grass cutting/ scarifying | £300.00 |

Open Spaces Act 1906 s9-10, approved clerk/chair

- | | | |
|----|--|-----------------|
| 6. | Foxton Cricket Club March grass cutting - Open Spaces Act 1906 s9-10 | £300 |
| 7. | Starboard Systems Scribe accounting software - LGA 1972 s111 | £345.60 inc VAT |
| 8. | CAPALC affiliation fee & DPO membership - LGA 1972 s111 | £484.75 |

*Local Government Act