

## 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 6 December 2021 at 7.30 pm. **Due to Covid limitation on capacity, please prebook your attendance with the clerk by email at [clerk@foxtonparishcouncil.gov.uk](mailto:clerk@foxtonparishcouncil.gov.uk) or phone 01763 838430. Please wear a mask. Please do not attend the meeting if you or a member of your household has (i) had covid symptoms within the last 10 clear days and not received a negative test result or (ii) has had a positive test result in the last 10 clear days.**

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](mailto:clerk@foxtonparishcouncil.gov.uk) if possible.

### AGENDA

1. Apologies for absence
2. Laurentian reporting
3. Open Forum for public participation
4. Members declarations of interest for items on the agenda
5. To approve and sign the minutes and confidential minutes of the Parish Council Meeting of 1 November 2021
6. Matters arising from these minutes
7. District Councillors report
8. County Councillors report
9. Any Planning, Infrastructure, R&A, S106 and Police updates will be provided in writing and published prior to the meeting
10. Planning Committee membership – add John O’Neill and remove Sheryl Williamson
11. Infrastructure
  - a. Travel Hub update, approve questions for GCP Executive Board meeting 9 December 2021 – AB
  - b. Foxton level crossing closure and by-pass next steps - CI  
*To ask the Cambridge & Peterborough Combined Authority (the Mayor's office) to put this onto their Transport Plan and for their Head of Transport to set up a meeting with GCP, County Council, SCDC, Foxton PC and any other interested parties to start talks.*
12. Finance
  - a. Approve budget and precept 2022-23 - AW
  - b. Update on Unity Trust current and savings account and bank signatories on all accounts - AW
  - c. Quotes
    - i. Approve new WCAG 2.1AA accessible website and support – AW  
*Quote A setup/ host/ support £899 + VAT, £250 + VAT for content transfer, ongoing annual cost £199*  
*Quote B setup/host/support £1050 + VAT, ongoing annual cost £400*  
*Quote C setup/host/support £749 to 899 + VAT, ongoing annual cost £300*  
*Quote D setup/host/support £830 + VAT, ongoing annual cost £180*

- ii. Vegetation clearance behind play area (S106) £400 & and tree removal/ reduction and pruning £1450 + VAT – CI
- iii. Clerk training – SLCC Practitioners virtual conference - AW  
15-17 February 2022 (Topics: Tender process, public procurement, employment and contract, VAT requirements and upcoming changes, Civility and Respect)  
£75+VAT

d. Approval of payments in attached schedule

*Invoices received after the agenda has been published may be brought to the Parish Council meeting for approval*

### 13. R&A

- a. Foxton Cricket Club merger implications (contract, T&C's, fixtures) - SW
- b. Updated recreation ground and sports clubs' terms & conditions, Cricket Club net update and risk assessment and safety of cordoning off equipment used – SW/ PT
- c. Informal football goal proposal to move to compound if it is moved from its location again - CI
- d. Play inspection update - SW

### 14. S106 update – CI

- a. S106 phases detailed in the S106 report - to discuss and approve the project proposals to be included in Phase 1 and 2
- b. Approve new policies (access for disabled persons, child safeguarding, vulnerable adults safeguarding, conflict of interest, equal opportunities, public access and amenities statement) required for play area grant applications
- c. Recommendation to refuse S106 application for the Cricket Club mower

### 15. RGT meetings – update – these meetings will no longer be held in public

### 16. RGT / VHT Working Group Report

### 17. Audit of Locks - PH

### 18. Change of date for Queen's Platinum Jubilee picnic to Sunday 5 June 2022 - CI

### 19. RGT Clerking proposal (any confidential information will be shared in the closed session) - SB

### 20. Items for next agenda

### 21. Date and time of Parish Council Meeting: Monday 10 January 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 22 to 23*

### 22. RGT Clerking – CAPALC contract advice - SB

### 23. Recreation ground access, complaint and potential legal action re access and access maintenance – update and quotes for legal advice - AW

*The meeting will be reopened to consider quotes*

*Annabel Wright*

Annabel Wright, Parish Clerk 1 December 2021

[clerk@foxtonparishcouncil.gov.uk](mailto:clerk@foxtonparishcouncil.gov.uk)

## Payments

### Payments made (prior agreed)

- |  |                     |
|--|---------------------|
| 1. Salary/ pension   | <i>Confidential</i> |
| 2. Google Ireland Gmail - LGA 1972 s111, s142  | £46.00              |
| 3. Opus Metered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301   | £19.46 inc VAT      |
| 4. Opus Unmetered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301 | £101.86 inc VAT     |

5. Foxton Cricket Club - Open Spaces Act 1906 s9-10	£300.00
6. Langham Press Town & Country Planning Act 1990, S61F(1), (2); Planning and Compulsory Purchase Act 2004, s38C (2)	£70.00 inc VAT
7. D.P Garden Works - Open Spaces Act 1906 s9-10	£495.00
8. Peter Evans village warden duties - Open Spaces Act 1906 s9-10	£183.75
9. Peter Evans car park fence repair - Open Spaces Act 1906 s9-10	£126.25
10. Foxton Village Hall meeting room hire - LGA 1972 s111	£16.20
11. Foxton Village Tennis – S106	£15,000
12. Green Magic waterproof frame – £15 approved PC Oct 2021	£23.70 inc VAT
13. Defibrillator poster - LGA 1972 s111, s142 (clerk authorised stationary expense)	£7.95 inc VAT

### Payments to be authorised

1. Parish Clerk salary, NI & tax	<i>Confidential</i>
2. Parish Clerk Expenses – mileage and stamps - LGA 1972 s111	£22.74
3. Foxton Parish Council Top up Treasurers Account to £500 - LGA 1972 s111	£64.64
4. Jupiter Play & Leisure design work for Foxton park – S106	£4500 inc VAT
5. S W Gardens Nov grass cutting - Open Spaces Act 1906 s9-10	£130
6. S W Gardens Oct to Nov grass cutting - Open Spaces Act 1906 s9-10	£260
7. Balfour Beatty street light maintenance contract <sup>3</sup> / <sub>4</sub> Parish Councils Act 1957, s3; Highways Act 1980 s301	£72.00 inc VAT
8. David Bracey play area inspection – Open Spaces Act 1906 s9-10, Public Health Act 1936, s234	£180.00 inc VAT
9. Foxton Cricket Club Nov grass cutting - Open Spaces Act 1906 s9-10	£300
10. Foxton Village Hall meeting room hire - LGA 1972 s111	£16.20
11. S W Gardens final grass cut of the year - Open Spaces Act 1906 s9-10	£130
12. MMS&F Community Interest Co. rail administrator – S137	£700.00