

## 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 3 April 2023 at 7pm.**

**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. Please send any written reports by [email to the clerk at clerk@foxtonparishcouncil.gov.uk](mailto:clerk@foxtonparishcouncil.gov.uk) for circulation to the Parish Council.

*Please be reminded that verbal reports should be limited to 3 minutes in accordance with the Parish Council's standing orders.*

### AGENDA

- 1. Apologies for absence**
- 2. Open Forum for public participation** (*time is limited to 3 minutes per person*)
- 3. Members declarations of interest for items on the agenda**
- 4. To approve and sign the minutes of the Parish Council meeting of 6 March 2023 and Planning Committee meeting of 20 March 2023**
- 5. Matters arising from these minutes**
- 6. County Councillors report**
- 7. District Councillors report**
- 8. Infrastructure**
  - a. Application for 20mph scheme in Foxton (deadline 30 April 2023) printed leaflet (x550) approved by clerk/chair £46 <https://www.cambridgeshire.gov.uk/20mph-funding>
  - b. Update on LHI - works due 8 May 2023
- 9. Update on vacancies, recruitment of Parish Councillors, information for prospective councillors, and promotion leaflet (500-600 copies) £107-£125, additional distribution of 150 copies of the Laurentian to whole village £85**
- 10. Planning update and applications**
  - a. Outcome of street trading licence application for A10 layby
  - b. Planning application 23/00997/HFUL 23 High Street Foxton, single storey rear extensions; new windows and doors with external alterations to all facades.
- 11. S106 Community playground project**
  - a. Approve plan and costs for phase 1 (S106: £90-100k)
  - b. Approve appointment of project manager/ quantity surveyor (4% of overall cost)
- 12. Civility and respect pledge and Dignity at Work Policy** <https://www.slcc.co.uk/news-publications/civility-respect-pledge/>
- 13. R&A**
  - a. Update
  - b. David Bracey whole recreation ground and play equipment inspection on 3 April 2023 £200+VAT (approved by Clerk/ Chair)
  - c. Sports Club meeting and request for permanent cricket club nets, Cricket Club risk assessment
  - d. Grass seed for public area of recreation ground £125
- 14. Police update/ responsibility**
- 15. Annual Parish Meeting on 24 April 2023 agenda and cost of refreshments**
- 16. Invitation to Foxton Gardens Association AGM on Tuesday 25 April at 7.30pm**

## 17. Finance

- a. End of year review
- b. Update on street lighting overcharge
- c. Request for donation to Melbourn Library (S137)
- d. CAPALC membership £456.94 (from £434.75), DPO scheme £50
- e. Approval of payments in attached schedule

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

## 18. Items for next agenda

### 19. Date and time of Annual Parish Meeting Monday 24 April 2023 at 7pm (village groups attending and refreshments provided)

**Date and time of Parish Council Annual Meeting: Tuesday 9 May 2023 at 7pm**

*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 item*

### 20. Clerk's contract, pay scale and holiday allowance

*Annabel Wright*

**Annabel Wright, Parish Clerk – 29 March 2023**

**clerk@foxtonparishcouncil.gov.uk**

## Receipts

1. VAT reclaim - LGA 1972 s111 (Parish Council: £1571.46 and RGT £2448.63)	£4020.09
2. Foxton Cricket Club defibrillator contribution	£12.00
3. Foxton Football Club defibrillator contribution	£12.00
4. Foxton Bowls Club defibrillator contribution £12 and £5 rent	£17.00
5. Lloyds bank S106 bank interest - LGA 1972 s111	£21.87
6. Lloyds bank general bank interest - LGA 1972 s111	£31.36
7. Barclays bank S106 bank interest - LGA 1972 s111	£35.16

## Payments

### Payments made (prior agreed)

1. Salary (SO), pension - LGA 1972 s112, s111	<i>Confidential</i>
2. Google Ireland Gmail - LGA 1972 s111, s142	£36.80
3. Opus Metered street lights - Parish Councils Act 1957, s3; Highways Act 1980 s301	£28.60 inc VAT
4. Yu Energy - Parish Councils Act 1957, s3; Highways Act 1980 s301	£41.42 inc VAT
5. Yu Energy - Parish Councils Act 1957, s3; Highways Act 1980 s301	£8.57 inc VAT
6. Yu Energy - Parish Councils Act 1957, s3; Highways Act 1980 s301	£9.28 inc VAT
7. Grounds Maintenance Association - Open Spaces Act 1906 s9-10 <i>approved 6 March 2023</i>	£175 inc VAT
8. Cambs. Conservation volunteer expenses - Open Spaces Act 1906 s9-10 <i>Approved Clerk/chair</i>	£42.70

### Payments to be authorised

1. Parish Clerk Salary, HMRC- LGA 1972 s112/ LGA 1972 s111	<i>Confidential</i>
2. Parish Clerk expenses LGA 1972 s111 (Microsoft Office, mileage)	£11.75
3. SW Gardens play area cut back - Open Spaces Act 1906 s9-10	£111.60 inc VAT
4. CAPALC Affiliation fee £456.94 plus DPO fee £50 LGA 1972 s111	£506.94
5. CAPALC planning training LGA 1972 s111	£50.00
6. Royston & District Community Transport S137 <i>approved 9 Jan 2023</i>	£100.00
7. St Laurence Church S137 <i>approved 6 Feb 2023</i>	£750.00
8. Red Shoes Accounting payroll LGA 1972 s111	£57.60 inc VAT
9. Recreation Ground Trust, Foxton VAT reclaim LGA 1972 s111	£2448.63