

Walsoken Parish Council Minutes
of the SKYPE meeting held on Tuesday 19th May 2020 at 7.00pm

COUNCILLORS PARTICIPATING

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Clive Bettinson, Barry Sisson, Chris Luff, Allan Landall, Andy Houghton and Jenny Snow.

Due to technical difficulties County Cllrs Harry Humphrey and Sandra Squire plus Borough Cllrs Richard Blunt and Julian Kirk were unable to join the meeting.

The Clerk joined the meeting by mobile telephone.

Item No.	Details
	Cll Leach welcomed everyone who had been able to participate in the Skype meeting.
39	<u>Apologies</u> Cllr John Harwin – waiting for family member to install Skype. Cllr Joanne Woolley
40	<u>Continuance of councillors' roles</u> Due to the current Covid-19 situation, the AGM has been cancelled but all councillors were in agreement to continue their roles for the next year as below - Chair – Cllr Fred Leach Vice Chair – Cllr John Woolley Village Hall representative – Cllr John Woolley Planning Committee – Cllrs Leach, John Woolley, Bettinson, Snow, Sisson and Houghton.
41	<u>Adoption of Standing Orders</u> It was agreed that the Model Standing Orders from the National Association of Local Councils are adopted in full, to include details of remote meetings.
42	<u>Declarations of Interest</u> None.
43	<u>Urgent Matters</u> None. Clerk confirmed that there were no emails from members of the public requesting to join in the meeting.
44	<u>Approval of the Minutes</u> The Minutes of the Skype meeting held 7 th April 2020 had been circulated and were approved as a true and accurate record, proposed by Cllr Sisson, seconded Cllr Bettinson, the Minutes will be signed by Cllr Leach retrospectively.
45	<u>Matters Arising</u> a) <u>Website figures</u> – Clerk read the visitor figures as 5 today, 36 yesterday, 267 in last 7 days, 919 in last 30 days and 8,852 in last year.
46	<u>Planning</u> a) <u>The Planning Report</u> – the Planning Report had been circulated to councillors, and was noted.
47	<u>Defibrillator costs and sites</u> Clerk had circulated the information on a Primary Care Fully automatic outdoor package for £1,245.00 + VAT which includes the heated, lockable cabinet plus pads. The main unit is guaranteed for 8 years and the battery for 4 years unless used. A replacement battery is £195 + VAT, adult pads £62.50 + VAT and paediatric pads £82.50 + VAT. The unit doesn't need maintenance or servicing but a check should be made regularly to make sure the green light is flashing. It will need an electricity supply. Sites were discussed – Cllr Houghton had spoken to a Tesco employee but with no outcome. It was agreed that the Clerk should write to all retail establishments in the village to ask if they would be willing to have the defib. unit installed on an outside wall, but first contact the Clerk's Association to ask how other Parish Councils have organised and managed the power supply to defibrillators.
	Continued on next page.

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48	<p>Finance</p> <p>a) Payments and receipts – the schedule below had been circulated. Clerk explained the breakdown in this month's salary and holiday pay for last year.</p> <table border="1"> <thead> <tr> <th>PAYMENTS TO BE MADE</th> <th>DETAILS</th> <th>NET AMOUNT</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>101941 Westcotec</td> <td>Maintenance April 2020</td> <td>13.46</td> <td>2.69</td> <td>16.15</td> </tr> <tr> <td>101942 Mrs A Williams</td> <td>Net salary 30th Mar to 10th May 2020 plus holiday pay for y/e March 2020</td> <td>£637.21</td> <td>£0.00</td> <td>£637.21</td> </tr> <tr> <td>101943 Mrs A Williams</td> <td>Expenses to 19th May 2020</td> <td>£36.00</td> <td>£0.00</td> <td>£36.00</td> </tr> <tr> <td>101944 Inland Revenue</td> <td>Income tax 30th Mar to 10th May 2020</td> <td>£159.40</td> <td>£0.00</td> <td>£159.40</td> </tr> <tr> <td>101945 Westcotec</td> <td>Maintenance May 2020</td> <td>£13.46</td> <td>£2.69</td> <td>£16.15</td> </tr> <tr> <td>101946 Keven Brooks</td> <td>Internal Audit for year ended Mar 2020</td> <td>£55.00</td> <td>£0.00</td> <td>£55.00</td> </tr> <tr> <td>Direct Debit Haven Power</td> <td>Supply February 2020</td> <td>£30.87</td> <td>£1.54</td> <td>£32.41</td> </tr> <tr> <td>Direct Debit Haven Power</td> <td>Supply March 2020</td> <td>£33.09</td> <td>£1.66</td> <td>£34.75</td> </tr> <tr> <td></td> <td>TOTAL OF PAYMENTS</td> <td>£978.49</td> <td>£8.58</td> <td>£987.07</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>RECEIPTS</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>KL Borough Council</td> <td>Precept £10,870 + Grant £97</td> <td>£10,967.00</td> </tr> <tr> <td>KL Borough Council</td> <td>Community Infrastructure Levy (CIL)</td> <td>£1,764.00</td> </tr> <tr> <td></td> <td>TOTAL OF RECEIPTS</td> <td>£12,731.00</td> </tr> </tbody> </table> <p>Cllr Sisson proposed the payments be accepted, seconded by Cllr Houghton, all in agreement.</p> <p>Clerk advised that the interest rate on the Savings Account would be reduced to 0.01% with effect from 24th July 2020.</p> <p>b) Community Infrastructure Levy (CIL) – it was noted that the CIL monies received would probably only cover the purchase price of a defib.unit plus installation. In 2018 when the purchase of a defib. was originally considered, donations had been offered from Wisbech Town Council and the Over 60s, however it was decided not to go ahead with the purchase at that time.</p> <p>A suggestion was put forward for any future CIL monies received to replace the bus shelter in Chapnall Road – Clerk to obtain prices.</p> <p>Clerk to ask Kings Lynn Borough Council if any CIL monies will be generated from the Freebridge Housing Association new housing in Chapnall Road.</p> <p>It was also agreed that Clerk can contact Freebridge Housing Association re the installation of a defib.unit on one of the buildings.</p> <p>c) Donations – none received.</p> <p>d) Approval of Accounts for the year ended 31st March 2020 – the Accounts had been circulated to all councillors and were approved as proposed by Cllr Snow and seconded by Cllr Sisson.</p> <p>e) Approval of Annual Governance Statement 2019/20 – this had been circulated to all councillors and all statements were approved as proposed by Cllr Luff and seconded by Cllr Bettinson.</p>	PAYMENTS TO BE MADE	DETAILS	NET AMOUNT	VAT	TOTAL	101941 Westcotec	Maintenance April 2020	13.46	2.69	16.15	101942 Mrs A Williams	Net salary 30 th Mar to 10 th May 2020 plus holiday pay for y/e March 2020	£637.21	£0.00	£637.21	101943 Mrs A Williams	Expenses to 19 th May 2020	£36.00	£0.00	£36.00	101944 Inland Revenue	Income tax 30 th Mar to 10 th May 2020	£159.40	£0.00	£159.40	101945 Westcotec	Maintenance May 2020	£13.46	£2.69	£16.15	101946 Keven Brooks	Internal Audit for year ended Mar 2020	£55.00	£0.00	£55.00	Direct Debit Haven Power	Supply February 2020	£30.87	£1.54	£32.41	Direct Debit Haven Power	Supply March 2020	£33.09	£1.66	£34.75		TOTAL OF PAYMENTS	£978.49	£8.58	£987.07	RECEIPTS	DETAILS	AMOUNT	KL Borough Council	Precept £10,870 + Grant £97	£10,967.00	KL Borough Council	Community Infrastructure Levy (CIL)	£1,764.00		TOTAL OF RECEIPTS	£12,731.00
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49	<p>Highway matters</p> <p>It was noted that the grass verges had been cut yesterday, but in the present circumstances of Covid-19, there was no set timetable for grasscutting.</p> <p>Clerk advised that the Highway Rangers will be visiting the village on an unspecified date in June.</p> <p>It was noted the pothole in Green Lane had been filled in.</p> <p>Clerk to report the 40pmph speed limit disc is missing on the new replacement post in Burrett Road.</p>																																																														
50	<p>Streetlighting</p> <p>Clerk had received confirmation that the supply was transferred from Haven Power to Eon on 7th May 2020 and invoices will be received quarterly.</p>																																																														
51	<p>Churchyard matters</p> <p>Cllr Landall reported that Idverde had been cutting the grass every 2 weeks since mid-March and completing the job sheets. He would hand over the completed sheets to the Clerk at the next face to face meeting.</p>																																																														
52	<p>Urgent Business</p> <p>Wheatley Bank traveller site – it was reported that the existing base had been broken up, services installed, fencing erected and work carried out associated with the surfaces for the caravans. The trees in the front of the site had died.</p>																																																														

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	Clerk to contact Cllr Blunt to ask if sites are being visited during the Covid-19 lockdown to ensure that Planning conditions are adhered to.
53	<p><u>Agenda items for the next meeting</u></p> <p>Remote meetings – as there had been some technical difficulties with this meeting, alternative platforms were suggested such as Zoom and Microsoft Teams. However, as Zoom is only free for a maximum of 40 minutes it was agreed to continue with Skype and Cllr Houghton will arrange to contact everyone, including Borough and County Council councillors to arrange a test link prior to the next meeting.</p> <p>The meeting was closed at 8.20pm.</p> <p>The next Skype meeting is on Tuesday 7th July 2020 at 7pm.</p>

.....Chair

.....2020