

CASTOR PARISH COUNCIL



Minutes of Castor Parish Council Meeting

Held on Thursday 4th June 2020 at 7.30pm utilising the ZOOM application software to hold a virtual meeting as permitted by regulations made under s78 of the Coronavirus Act 2020
namely

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

274. **PRESENT:** Cllr. Richard Anker, Cllr William Baxter, Cllr. Neil Boyce (Chairman), Cllr. Steve Davies, Cllr, Jane Greene, Cllr. Fiona Rowlands, Cllr. David Shaw, Cllr Becky Stewart, & Cllr. Dennis Surgeon; Officers present: John Haste, clerk; Two Members of the public also in attendance.
275. **APOLOGIES** – None, all present
276. **DECLARATIONS OF INTEREST** None declared.
277. **MINUTES OF PREVIOUS MEETING** – We unanimously **RESOLVED** to approve the minutes of the previous meeting, held on 7th May, and they were agreed to be duly signed by the chairman when next we physically meet together.
278. **OPEN FORUM** –
- A resident addressed the councillors on their planning application which appeared on the agenda for this meeting.
279. **PLANNING and associated matters**
- a) **Status report** - We noted the current status of Planning applications received in the current year as circulated with the agenda papers. We noted that since our last meeting three planning applications had been submitted all of which were on our agenda
 - b) **20/00611/HHFUL** – Holgate, 11a High street – We examined the details of the application on the City council planning portal in particular the location plan and elevations. We unanimously agreed that we had no objections to make to this planning application.
 - c) **20/00617/HHFUL** – 20, Berrystead – We again examined the detail of this application on the planning portal, and noted that it appeared that the planned extension replaced an existing structure in the same location. We had no observation to make on the proposed works.
 - d) **20/00627/WCPP** - Woodlands, Splash lane. On consideration of this complex application we have no observations to make on the details of Mains foul sewage or fire hydrants and left observation on those matters to the relevant organisations. In so far as the application refers to positioning of lighting columns, we note that the plans do not include the Splash Lane access route which in our opinion were included in the original submissions. The access road from Splash lane to Woodlands does have existing lighting and, in our view, that lighting should be upgraded to the same standard as referred to in this submission so that the street scene is consistent throughout. We asked the clerk to convey our observations to the planning authority

e) **Woodlands update –**

i) Cllr. Shaw provided a further update and we noted that there were no firm conclusions on the siting of a pavilion but in discussions Cllr Shaw had been asked whether any S106 monies might be available for the purpose. We would be prepared to make enquiries but were doubtful since S106 money had been used to fund the replacement of the play equipment. We were however inclined to await fully costed and specific plans for a pavilion before pursuing those enquiries. Cllr. Shaw also informed us of a meeting, possibly early July at which access to the site would be discussed in more detail. We were of the opinion that every encouragement should be given to the developers to move things along

f) **Joint Community Action Plan (JCAP)** – We noted that John Hodder had suggested that JCP.3.5 would need updating to refer to the progress made on the establishment of the “Good Neighbour” scheme. Cllr. Boyce gave an update on the progress made. We noted that this was to be discussed at the joint meeting with Ailsworth Parish Council scheduled for 10th June

g) **Neighbourhood Planning (NP)** – We considered again the future of the NP website managed by Athene on behalf of Castor & Ailsworth parish councils. The adopted version of the NP is available on the planning authority website and it is for the planning authority to take in to consideration when determining planning applications. All policies in the NP are spelt out clearly and the links in the adopted NP are to supporting evidence behind those policies. We noted that the hosting fee had been paid for a period of twelve months. We **RESOLVED** to give notice that Castor Parish Council would not renew the hosting fee when it next fell due and asked the clerk to download the subject matter contained in the links for safe keeping on an external hard drive.

Proposed Cllr. Neil Boyce Seconded Cllr. Fiona Rowlands

280. **LAND & ALLOTMENTS:**

a) **Cricket Ground – Cllr. Davies gave an update on the subject of the possible All-Weather pitch** and we were informed that the C&A cricket club were to meet again with the City Cricket club. The club had responded positively to our request that if this were to proceed additional signage should be supplied, limiting speed to 5mp to the unadopted part of the access route to the field. The club had however indicated that to provide marshalling at games would not be feasible. We noted that the present lease contained clauses adequate for the eventuality should the project go ahead and the club subsequently terminated the lease. We also were informed that the club were to seek further costings and we await developments for further consideration at a future meeting.

281. **GOVERNANCE MATTERS**

a) We noted the action taken by the clerk in conjunction with the chairman to deal with a dangerous branch in a tree at the cricket ground. We **RESOLVED** to give retrospective approval to the engagement of Willow Tree Services at a cost of £120 +VAT to deal with the issue as a matter of urgency on grounds of public safety.

Proposed Cllr. Fiona Rowlands seconded Cllr. David Shaw

b) **Financial Accounts for the year ended 31st March 2020** – We considered the detailed financial accounts circulated with the agenda and in particular noted that there was a positive contribution to our reserves. The Responsible Financial Officer provided answers to the questions raised by Cllr. Davies and we thanked the officer for producing a satisfactory set of financial accounts.

c) **Accounting Statement** - Section 2 of the Annual Governance & Accountability Return (AGAR). We received and **RESOLVED** to approve the contents of the statement based on the financial accounts in the previous paragraph.

Proposed Cllr. Neil Boyce seconded Cllr. Steve Davies

- d) Internal Audit Report – Page 3 of the AGAR – We received and noted the content of the full report of the internal auditor. We noted that he had completed the relevant section of the Annual Return and also noted that it would be the last time he completed our internal audit as he was to retire.

282. **HIGHWAYS –**

- a) We noted the response of the city council officer on the matters of the lack of signage for 20mph restrictions and the continued presence of the Stocks Hill road markings. We noted that these works would now be progressed but that still no timescale had been given.
- b) Proposal by Ailsworth parish Council to consider implementing Speedwatch. We noted that this topic is to be discussed at the joint meeting with APC on 10th June. Cllr. Stewart expressed an interest in volunteering to take this forward and we awaited the outcome of the Joint meeting to see if other volunteers are forthcoming.
- c) No other Highways matters were raised by councillors

283. **COMMUNITY MATTERS –**

- a) **Fete 11th July** – We noted that the organisers had cancelled the event as opposed to mere postponement, given the Covid-19 restrictions and the uncertainty over the future of those restrictions.
- b) **Langdyke Trust** – Cllr. Neil Boyce gave an update on the virtual meeting with other parish councils on 18th May. The purpose of the meeting was to engage parish councils in taking forward the John Clare Rural vision in particular a wildlife Recovery action plan and establishment of projects of benefit to rural communities. Multiple suggestions had been forthcoming at the meeting, some already in hand and others more ambitious. The main action point coming from the meeting was for each parish to produce a parish map to include rural interesting features and wildlife recovery areas. Cllr. Boyce would raise this matter at the Joint meeting with APC with a view to producing a coordinated “one community” approach to progressing the action plan
- c) **Covid-19 support group** – Cllr Mrs Greene gave an update of progress by the group and in particular that most volunteers were content to continue with the activities of the support group and that there was now less centralised control as groups had become well established
- d) **Village notice boards** –Cllr. Becky Stewart, had provided a range of Quotes for the supply of notice boards in the range of £600 to £900 plus £400 to £600 installation costs. We considered the possibility that a new notice board might be located elsewhere to increase its effectiveness as means of communication with residents. Cllr Stewart agreed to discuss this with the school and to obtain further quotes for free standing notice boards of a larger capacity.
- e) **Community Allotment**
Cllr. Mrs Greene provided an update and we noted the sterling work that had been progressed despite the Covid-19 restrictions. We asked the clerk to liaise with Plough Environmental to cut the grass with a collection box around the raised beds and cut a path only from the gate to the seat in the wildlife pond area.
It was now thought necessary to extend the pipework to create a stand pipe in the community allotment. We agreed to raise this with APC at the joint meeting as extended pipework might also be of benefit to their property. In the meantime, we agreed a budget of £500 delegated to Cllr. Mrs Greene in conjunction with the chairman, in order to progress the water supply to the area at the earliest opportunity.
- f) **Cadmans Barn Footpath** – We noted the response of the city council officer responsible for public rights of way and agreed the following actions

- To request a meeting on site with Lee Moore and the chairman, Cllr Baxter and Cllr. Anker.
- Chairman to contact the former clerk to see if the previous related documentation could be located.
- Chairman to investigate the archives in the VH for the same documentation
- The clerk to examine the inherited files for the same purpose.
- Cllr. Shaw to examine further the possibility of planners being alerted to conditioning future planning applications for the site to include a footpath condition.
- Cllrs to enquire whether residents could confirm prior use of a footpath across the site

284. OFFICIAL ANNOUNCEMENTS & CORRESPONDENCE:

- Cllr. Shaw referred to embryonic proposals for the land behind the village hall which loosely incorporated possibilities of a nursery, pharmacy and other facilities; as a basis for discussion with Milton estates to explore those sensible options as sufficient to encourage their agreement to allow access to the site

285. FUTURE AGENDA ITEMS –

- Deferred arrangement for commemorating 75th anniversary of VE Day
- Play ground & Community Allotment - Official opening
- We agreed to remove the item for the enhancement of the Castor Street scene and to encompass that work in the work related to the Langdyke Trust vision referred to earlier in these minutes

286. The Chairman declared the meeting closed at 9.19pm



Clerk & RFO 5th June, 2020

DATE OF NEXT MEETING – 2ND JULY at 7.30pm. SUBJECT TO BEING CONFIRMED		
APPROVED BY CASTOR PARISH COUNCIL		
Signature of Chairman of approving meeting:		2ND JULY 2020