

### M3 MINUTES

#### The Parish Council Meeting of Kings Ripton was held on Tuesday 8<sup>th</sup> September 2020 at 7.00pm On-Line meeting via Zoom

Present: P Rayner, Chairman, Paul Bassitt, Vice–Chair, R Rayner, J Archer, Parish Councillors  
Jo Harvey, Clerk  
2 members of the public  
HDC Cllr Simon Bywater

NALC's legal briefing on the temporary Regulations –  
L01-20 | THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS)  
(FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS)  
(ENGLAND AND WALES) REGULATIONS 2020

#### Meetings

The Government has issued the regulations that will give local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.

The [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) will come into force on 4 April.

**200908/1 To Receive Apologies for Non Attendance**  
None.

**200908/2 To discuss co-opting to fill one councillor vacancy**  
Recruiting has been made more challenging by the current Covid-19 situation. Cllr PR has someone in mind and will contact accordingly.

**200908/3 Declaration of Interests for Members (Disclosable Pecuniary Interests)**  
None.

**200908/4 To Receive Reports from District and County Councillors**  
HDC Cllr Simon Bywater presented a verbal report.

#### *Close of Meeting*

**200908/5 Public Participation Session with respect to items on the Agenda and other matters of mutual interest.**  
Parishioners raised concern that some information regarding crime in the village was not being sent directly to the PC. Concern was also raised about the footpath steps and overall state of the footpaths. Both residents to send clerk the details to be forwarded to the County Council. The poor state of the drains along Ramsey Road was also raised. UPDATE – after looking at CCC's page for reporting highways issues the clerk recommended both residents input their complaints directly on the CCC mapping portal with all the relevant details.

#### *Re-opening of the Meeting*

**200908/6 To Receive and Approve the Minutes of the Annual Parish Council meeting 21<sup>st</sup> July 2020**

**Proposal** Proposed by Cllr PR, seconded by Cllr RR, all in favour and it was RESOLVED that the minutes to be accepted and signed as the true record of the meeting. **Carried**  
Chairman will sign the minutes.

<b>200908/7</b>	<b>Matters Arising for those Minutes</b>	
	During the previous meeting it was agreed to hold the Annual Parish Meeting in September. However new legislation has since been received by NALC stating that Annual Parish Meetings are not required to take place this year due to the coronavirus pandemic.	
<b>200908/8</b>	<b>Planning</b>	
200908/8.1	Update on App Ref 20/00210/FUL Construction of residence for business owner/manager with attached business facilities at Rally Karting, Sapley Road, Kings Ripton PE28 2NX The PC recommend refusal. Cllr PR encouraged councillors to view the HDC planning portal for the latest correspondences. Cllr PR asked the clerk to email HDC for any updates/revisions on this.	Clerk
200908/8.2	Crematorium path discussion – discussed in point 200908/8.4	
200908/8.3	App Ref 19/02585/FUL – Proposed entrance gate design for crematorium - This has been approved.	
200908/8.4	App Ref 19/02888/FUL – Proposed glass house and depot building facility – The PC is very disappointed that, despite many attempts, the request for a footpath has not been considered. Cllr PR emailed HDC on 26 <sup>th</sup> August and again reiterated the need for a footpath. Cllr PR encouraged others to submit their views individually to HDC. After some discussion, the PC decided that it would recommend refusal of the application although the statement should include that if the footpath was agreed to be installed then the PC would recommend approval. It was agreed that Cllr PR will email HDC voicing the council’s views. A copy of this to be sent to HDC Cllr Simon Bywater for use at the DMC meeting on 21 <sup>st</sup> September.	PR
<b>200908/9</b>	<b>Highways and Verge</b>	
200908/9.1	Footbridge over the Bury Brook – There has been some correspondence. Clerk to email Karen Martin for update.	Clerk
200908/9.2	Litter picking and road sweeping – A parishioner noted there has not been any recent litter picking and the roads were swept about four weeks ago.	
200908/9.3	Drains along the Ramsey Road – the poor state of these drains was raised as a concern earlier in the meeting by a parishioner. The parishioner was advised to contact CCC directly and show on the mapping portal exactly where the problem is.	
200908/9.4	Grass cutting in the Village/Village Maintenance – in progress.	RR
200908/9.5	Parking behind the top buildout – no further progress.	
200908/9.6	Side gates at pincer points/slow down areas to entrance/exits to village – Require costs and to submit information to HDC. RR to forward information to clerk.	RR
<b>200908/10</b>	<b>Speeding in the village</b> – Cllr PR to chase the choice of MVAS. Cllr PR also requested a group of volunteers to look after the road signs when they arrive as they need to be charged up and moved around.	PR
<b>200908/11</b>	<b>Defibrillator for the village update</b> – Clerk to ask Karen Martin if we can obtain further signs advertising the location of the defibrillator and also to ask if training for the device can be organised.	Clerk
<b>200908/12</b>	<b>Village Security</b> – there have been recent break-ins reported in the village. The police have been contacted. A parishioner volunteered to contact ECops to request that they email updates of any local crime to the parish council directly.	
<b>200908/13</b>	<b>Parish Council Website</b> – an action plan needs to be put in place to ensure the website is accessible to all people. Clerk to research other council’s websites and the improvements that have been made.	Clerk
<b>Proposal</b>	<b>Proposed by Cllr PR, seconded by Cllr RR, all in favour and it was resolved that the Clerk will research other council’s websites.</b> UPDATE – clerk has contacted Zen, the website provider, regarding this.	<b>Carried</b>

**200908/14 Allotments**  
The grass has been cut.

**200908/15 Finance**

200908/15.1 Bank balance, Cashbook, Bank Reconciliation Q1, Income & Expenditure  
Bank balance and cashbook balance as at 3<sup>rd</sup> September was £12,904.97

200908/15.2 Update on platform costs for future virtual meetings  
This has now been arranged and all agreed to pay £11.99 per month to Zoom for future virtual meetings as approved in July's meeting 200721/17.8

200908/15.3 Start considering Budget proposals for 2021/22  
Clerk to circulate councilors last year's budget information. Costs to consider include Clerk grass cutting/gates/camera/footpath.

*One parishioner left the meeting*

200908/15.4 Choose the best option for PC insurance which expires 30<sup>th</sup> September 2020.

**Proposal** **Proposed by Cllr PB, seconded by Cllr JA, all in favour and it was RESOLVED that the if the premium has not exceeded £200 per annum to renew the insurance with Community Action Suffolk. UPDATE – the premium remains as last year at £176.36. This payment has been included in the expenditure listed below.** **Carried**

200908/15.5 To approve September 2020 expenditure:

Date payment raised	Reference no./Date paid	Payee	Description	Receipts	Payments	Cashbook Balance
30/09/2020	/	Unity Bank	Service Charge		£18.00	£12,886.97
07/10/2020	/	SLPC	50% of Black ink cartridge		£12.25	£12,874.72
07/10/2020	/	M.A.M. Maintenance	July grass cutting		£35.00	£12,839.72
07/10/2020	/ & /	Wages	Clerk wages August 2020 including PAYE		£140.04	£12,699.68
07/10/2020	/ & /	Wages	Clerk wages September 2020 including PAYE		£140.04	£12,559.64
07/10/2020	/	Expenses	Expenses on running cost of PC August and September 2020		£15.00	£12,544.64
07/10/2020	/	SLPC	50% of ink cartridges		£77.85	£12,466.79
07/10/2020	/	Mijan Limited	Internal Auditor		£70.00	£12,396.79
07/10/2020	O/S	M.A.M. Maintenance	August grass cutting		£90.00	£12,306.79
07/10/2020	/	P J Rayner	Monthly subscription to Zoom		£11.99	£12,294.80
07/10/2020	/	Business Services at CAS Ltd	Annual insurance		£176.36	£12,118.44

**Proposal** **Proposed by Cllr PR, seconded by Cllr JA, all in favour and it was RESOLVED that items listed above are to be paid.** **Carried**

**200908/16 Correspondence**

HDC received a complaint from a parishioner regarding the interruption of the July meeting due to IT difficulties. The PC responded, HDC replied and the issue is resolved.

**200908/17 Members' Reports, round the table invitation to report**

None.

**200908/18 Matters to be raised by members for the next agenda**

All the same Agenda items.

*The one remaining member of the public left the meeting*

**EXCLUSION OF THE PUBLIC AND PRESS**

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.**

**200908/19**

**Staffing Matters**

The clerk updated the PC on her recent training – CAPALC during August and SLCC on two dates in September. Clerk has received her contract, to be signed and returned to Cllr PR.

**200908/20**

**Date of the next meeting:**

Tuesday 17<sup>th</sup> November 2020

*Meeting finished at 8:55pm*

*These minutes are considered draft until ratified at the Parish Council meeting*

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Date

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Chairman: Philip Rayner