

Kings Ripton Parish Council



Clerk: Irene Healiss
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Chairman: Paul Bassitt

Minutes of a meeting of Kings Ripton Parish Council held on Tuesday 4th May 2021 as a remote meeting using the zoom application, commencing at 7.15pm

[The Local Authorities and Police and crime panels \(Coronavirus\)\(Flexibility of Local Authority and Police and Crime Panel meetings\) \(England and Wales\) Regulations 2020.](#)

Present: Councillors Philip Rayner, Rebecca Rayner, Judith Embley and Paul Bassitt.
Also in attendance: Irene Healiss (Clerk),

There were 3 members of the public.

Following on from the annual parish meeting, the annual meeting of the Council commenced at 7:40pm.

Public Participation:

The drainage at Ramsey Rd ditch was raised, as well as imminent road closures on Huntingdon Rd. The Parish Council were asked for any updates regarding the crematorium opening, possibly in mid-September, as a resident would like to attend. Thanks were offered to both Karen Martin regarding the work carried out at Bury Brook Bridge, and the outgoing Clerk for all her work. Lane parking issues were discussed and subsequent CCC investigations regarding repercussions for emergency vehicles accessing the village. This may be an ongoing issue as there are increased cars in the village and people park for dog walking, therefore blocking the highway. Inadequate HGV signage was also highlighted, and this matter will be raised to Highways Dept. by Mr McCandless from road watch.

0001/5-21 To elect Chairman of the Council for the municipal year until the Annual Meeting in 2022
It was unanimously **resolved** for Cllr Bassitt to become Chairman for the following municipal year.

0002/5-21 Declaration of Acceptance of Office Chairman (To be signed remotely)
The declaration of acceptance of office was duly signed by Cllr Bassitt (remotely).

0003/5-21 To appoint the Vice Chairman for a similar period
It was unanimously **resolved** for Cllr Embley to be Vice-Chair.

0004/5-21 Apologies for absence: were received and approved for local Councillors Criswell and Bywater.

0005/5-21 Disclosable Interests: [Regulation 2012 \(SI 2012/1464\)](#) (NB this does not preclude any later declarations)
None.

0006/5-21 Minutes of the meeting of 15th March 2021:
It was proposed by Cllr Bassitt, seconded by Cllr Embley and **resolved** to approve the minutes for signing.

0007/5-21 Matters arising from minutes of 15th March 2021:
None.

0008/5-21 Matters for information and reports:
1. County and district Cllr reports were received and included in the annual parish meeting.

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2. The Clerk confirmed that the internal auditor's report was completed satisfactorily.
3. The Council discussed rebuilding or replacing the Clerks current Lenovo laptop which is not working well. It was **resolved** to invest up to £800 (incl VAT) for a new a laptop via Newbis, which will also include a budgeted monthly package for relevant software, anti-virus and official email addresses for all the Council and the Clerk.
Cllr Rayner will complete the Clerks contract and disseminate.
4. Regarding the necessary website accessibility requirements, the Clerk will contact Mr McCandless for any advice to resolve the issues raised.

0009/5-21 Village Matters:

1. The telegraph pole has now been moved by Open Reach and resolved.
2. The Clerk was contacted by County Broadband with regards to making a presentation to the PC for the proposed services in the village. The Clerk will contact County Broadband and arrange this for the next PC meeting.
3. The defibrillator pads replacement will be followed up by Cllr R Rayner for an update.
4. There have been no further consultations regarding the A141 proposals discussed at the last meeting, and the Parish Council will be informed as this matter progresses. An update is to be requested of Cllr Criswell, as this has been planned since 2016.
Information to include in his response:
The history of the proposal, the favoured route, what is being addressed as an objective and why. Feedback is required concerning how imminent this might be, how it has been addressed in the past, if there have been any comments regarding Cllr Embleys letter to the CPCA lead officer, and any outcome from the online engage. Cllr Embley is to draft an email to Cllr Criswell on behalf of the Parish Council.
5. The 'We Out Here' meeting on the 13th May via zoom will be attended by Cllr R Rayner on behalf of the Parish Council. Possible concerns raised regarding this event were for noise, traffic, licencing, affordable ticketing and non-interference with the village.
6. A memo of understanding was received by Cllr P Rayner, which once signed completes the Parish Councils obligations regarding the LHI. Cllr Bassitt is to contact David Sattelle regarding completion of the application form, point scoring system regarding risk and road safety and units for the buildouts.
7. The bridge at Bury Brook is awaiting a gap to be filled prior to its completion, although there is currently a temporary fix in place. Once this has been finalised, the Parish Council will pass on thanks to the bridge team and update the Parish Council website accordingly with associated pictures. The Clerk will also contact Hunts Post regarding this project.
8. The Great British Spring Clean, running between 28th May-13th June will be publicised on the PC website, the village and church noticeboards and neighbourhood watch group for community awareness. Litter pick site suggestions include the streams along the brook, and the Clerk will update HDC with the dates that the PC will be participating as the 29th and 30th May.
9. There was nothing further to report regarding traffic and security within the village, although there is currently less traffic at night.

0010/5-21 Allotments:

The grass is being cut and the allotments look tidy and well cared for. The Clerk carried out a land registry search which confirmed that the land adjoining Priory cottage on Ramsey Road is registered to the Parish Council.

0011/5-21 Planning applications, approvals, refusals, withdrawn

Planning Applications:

None.

0012/5-21 Finance: To approve Clerk's pay and expenses for payment (LGA 1972 s150)

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- 1 and 2. It was proposed by Cllr P Rayner, seconded by Cllr R Rayner and **resolved** to approve the accounts for payment.
3. The monthly bank reconciliations were provided by the Clerk and disseminated prior to the meeting. These were agreed by the Council.
4. The AGAR was completed, approved by the Council and signed remotely. The paperwork will be forwarded on to the external auditor.
5. The Clerks overtime of four (4) hours was approved.
6. It was proposed by Cllr Bassitt, seconded by Cllr Embley and **resolved** for the Clerk to be paid by standing order on a monthly basis. The standing orders will show the Clerks salary, expenses and HMRC contributions as separate amounts.

Payments for April 2021

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|-----------------|----------------|--|---|
| April | | | |
| Clerks Salary | BACS on 4/5/21 | £201.60 | 9 hours carried from March |
| HMRC | BACS on 4/5/21 | £50.40 | |
| Zen Internet | D/D on 14/4/21 | £9.59 | |
| Clerks expenses | BACS on 4/5/21 | £20.68 £20.00 (March and April) £3.00 (allotments) | Stationary Home working Land registry query |

Payments for May 2021

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|-----------------|----------------|---------|---------------|
| May | | | |
| Clerks Salary | S/O on 27/5/21 | £144.00 | Includes HMRC |
| Clerks expenses | S/O on 27/5/21 | £10 | Home working |
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0013/5-21 Matters as agenda items for future consideration (decisions cannot be made under this item)

0014/5-21 Correspondence

- FOI request received and responded to by the Clerk regarding a research query.
- The Clerk is to respond to the correspondence received with:
Kings Ripton had an incredible flood in December 2020, and the Parish Council are unsure if Brook House was affected, as this impacted most of Cambridgeshire.

The next full Council meeting is on Tuesday 6th July at 7:00pm in the village hall.
There being no further business the meeting closed at 21:55 pm.