

# Minutes of the Mundford Parish Council Virtual Meeting by Zoom on 3<sup>rd</sup> September 2020

## **PRESENT:**

Councillors J. Musgrove (Chairman) Cllrs D. Goodrham, K. Weight, S. Eyres, N. Enderby and S Booth. There was one member of the public.

### **1. THE CHAIRMAN'S OPENING REMARKS**

Welcome to our Zoom September meeting. We have received a Government business grant of £10,000 which is mainly for possible future COVID related items. This will be transferred to the savings account.

### **2. APOLOGIES OF ABSENCE**

Cllr B. Ellis (no excess to webcam). District Cllr M. Nairn, County Cllr F. Eagle and Cllr S. Welsh (no contact received)

### **3. ACCEPT AND SIGN THE MINUTES**

The minutes of the meeting in August were accepted as a true and accurate record. This was proposed by Cllr S. Booth and seconded by Cllr D. Goodrham. All agreed except Cllr N. Enderby who wasn't present at the last meeting.

### **4. TO RECEIVE DECLARATIONS OF INTEREST**

None.

### **5. PUBLIC PARTICIPATION**

1 member of the public dialled in. The Parish Councillors would like to thank Mrs Blake for the numerous Connect Newsletters which has been donated to us.

### **6. MATTERS ARISING**

#### **6.1 Outstanding Highway Matters**

- The white lines are still missing around the village and the yellow lines outside the Primary School. Clerk to email David Jacklin. (This has been done).
- Highways need to retrieve all the signs which have been left behind following road works. Clerk to email Highways. (This has been done).

#### **6.2 Village Footpaths and Verges**

- The branches of the tree which is located near the Parish Office have come down during the strong winds. Clerk to put through Highways request to get them removed. (This has been done).
- The tree which fell into the River Wissey has now been removed.
- There are three protected trees in Green Acre Close. The tree with Ash Die Back will be removed completely and the other two will be cut back.
- A walk around is still necessary as there a few overgrown hedges around the village which need cutting back.
- There is an area in Impson Way which is a car parking space for two cars which is very overgrown. Clerk to email Highways to get this area tidied up. (This has been done).
- Clerk to email TTSR to ask for final cut of area opposite Impson Way to be done late October. (This has been done).

#### **6.3 Allotments**

- Allotment fencing has now been completed. Many thanks to everyone who has helped.
- The water tanks gauge has now been purchased and will be fitted shortly.
- The possible additional allotment sites still need to be marked out. If this is possible the current new fencing will need to be extended.

#### **6.4 Handyman/Gardener**

Bruce has been busy around the village and a few hedges need to be cut back.

#### **6.5 Allotment Hut**

We have received a donated water tank which is 1,000 litres. Money has been put aside for the allotment hut as new guttering will need to be fitted for the tank. The guttering cost including special

## Minutes of the Mundford Parish Council Virtual Meeting by Zoom on 3<sup>rd</sup> September 2020

brackets is around £225. The Chairman will get an exact cost of this for the next meeting. The tank will need a platform the same as the other two tanks or possibly railway sleepers. The Chairman will look into costs.

### 6.6 Parish Councillor Vacancy

The Lady who was previously interested in being co-opted onto the Parish Council has now declined. There is currently one vacancy.

### 6.7 Bulb Planting

The date of Saturday 10<sup>th</sup> October at 10am meeting at the Parish Office has been proposed. Masks are recommended to be worn.

### 6.8 SAM2 Speed Sign

The Parish Partnership Scheme for the SAM2 Signs requires a lot of detailed drawings about where the signs will be situated before they are purchased. The Chairman will complete this and Highways have already provided agreement.

## 7. CORRESPONDENCE

- An email was received from a resident who is interested in the allotment hut for a breakfast and after school club for primary school children. The Chairman will make contact and show them around the hut. The allotment hut will require a lot of updating.

## 8. FINANCE

### 8.1 Payments and Cheques for the August invoices

The following payments were authorised on Thursday 3<sup>rd</sup> September. This was proposed by Cllr S. Eyres and seconded by Cllr D. Goodrham. All agreed. NALC have now issued the pay rise for 2020. This will be paid in October and backdated to 1<sup>st</sup> April.

Description	Amount
<b>Balance for August 2020</b> (minus the following direct debits)	<b>£13,360.44</b>
Opus Energy Parish Office Electric	£34.46
E-On Street Lights	£122.92
Everflow Water Rates	£7.53
XLN Telephone/Wifi Parish Office	£49.14
Npower Business (Allotment Hut Invoice)	£0.00
<b>Total Direct Debits</b>	<b>£214.05</b>
Receipts	Amount
GOV COVID-19 Grant	£10,000.00
<b>Total Income</b>	<b>£10,000.00</b>
Balance	Amount
After Direct Debits and Income	£23,146.39

Cheques	Description	Total
BACS	Westcotec Street Light Maintenance	£59.23
BACS (Paid)	Mrs S King – Website host & emails	£45.48
BACS	Westcotec Pole Extensions	£2,330.70
BACS	Westcotec – SAM2 Sign for Parish Partnership Scheme	£4,006.80
BACS	Mr S Eyres – IBC Adapters Ltd (float gauge) & Chase Timber (staples)	£48.47
BACS	Clerks and Handyman Wages	£708.72
<b>Total Paid</b>		<b>£7,199.40</b>

Balance in Community Account	Total
September 2020	£15,946.99
Balance in Savings Account	Total
September 2020	£15,878.71
Balance for Miscellaneous Items	Total
Chilzone	£1592.96

## Minutes of the Mundford Parish Council Virtual Meeting by Zoom on 3<sup>rd</sup> September 2020

Outdoor Sports and Play	£996.50
-------------------------	---------

### 8.2 Web report for August

- There were 203 visitors in August.

### 8.3 GOV COVID-19 Grant

The Chairman was concerned that the Parish Council shouldn't have received the grant and will be asked to pay it back in the future. However, the Chairman was assured that as the Parish Council own a rateable property we are entitled to the £10,000. This could be used to improve the allotment hut. Public Liability insurance will need looking into when necessary. The Parish office north wall needs insulating for the winter months.

## 9. PLANNING APPLICATIONS

Reference Number:	Address:	Date:	Description:	Outcome/ Update:
3PL/2020/0425/VAR	Land Off Crown Road, Mundford	06/05 /2020	Variation of Conditions 2, 4, 5, 6, 8, 9, 10, 11 and 14 on 3PL/2017/0059/F Please refer to Variation of Condition Report submitted with this application.	Undecided
3PL/2020/0526/LB	West Hall, West Hall Drive, Mundford	12/06 /2020	Small extension & replacement of some windows and doors	Approved
3PL/2020/0836/O	Culford House, Cranwich Road	03/08 /2020	Outline permission for single dwelling	Undecided
3PL/2020/0829/HOU	22 Swaffham Road, Mundford	04/08 /2020	Extension to outhouse serving dwelling	Undecided

## 10. STREET LIGHTING

All work to pole extensions has been completed and are working. Westcotec are putting together a quote for the other items which need attention.

## 11. REPORTS

### 11.1 District Cllr Mike Nairn

None

### 11.2 County Cllr Fabian Eagle

None

## 12. MEMBERS' MATTERS

- The computer and printer have been ordered and we are just awaiting delivery.
- The flag has been removed as it has been shredded and needs repairing. If cannot be repaired a new flag will need to be purchased. The Chairman will look into costs.
- The flag pole will need cleaning at some point in the near future.
- The gully on the roundabout needs cleaning. Clerk to inform Highways. (This has been done).
- To be able to plant the bulbs quicker we require the purchase of an auger. The cost is £70. This was proposed by Chairman J. Musgrove and seconded by Cllr D. Goodrham. All agreed.
- The straw lorries have blocked the drains again down Swaffham Road. Clerk to email Fabian Eagle to ask best course of action for this to be rectified. (This has been done).

With nothing more to discuss the meeting closed at 9.07pm.

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_