

MINUTES OF THE ANNUAL MEETING OF PEAKIRK PARISH COUNCIL HELD ON MONDAY 20TH MAY 2024 IN THE VILLAGE HALL, COMMENCING AT 7:30PM

Present: Councillors Henry Clark, Emma Crowson, Sally Jackson, Kam Sisodia and Anne Tuley.
Also in attendance: Angela Hankins (Clerk)

1. It was agreed unanimously to re-elect Henry Clark as Chairman.
2. Cllr Clark signed a Declaration of Acceptance of Office of Chair.
3. Apologies were noted from Cllr Sarah Smith.
4. Question time: no members of the public were present.
5. No declarations of interest were recorded.
6. Cllr Jackson was re-elected as Vice-Chair.
7. Cllrs Crowson and Tuley were appointed to serve on the Planning Working Group.
8. Representatives were agreed as follows:
 - (a) Media/ Publicity – Cllr Clark
 - (b) CAPALC – Cllr Clark
 - (c) Peterborough Parish Liaison Committee – Cllr Clark
 - (d) Village Hall Committee – Cllr Crowson
 - (e) Climate Emergency Group - Cllrs Clark, Crowson, Jackson and Tuley
 - (f) Tree warden – Cllr Jackson
9. It was agreed that the former roles of Flood Warden and Community Emergency Response Co-ordinator be combined into one and undertaken jointly by Cllrs Jackson and Tuley.
Clerk to check with former Cllr Fovargue whether he wishes to remain as a Community Emergency Response Team Leader.
10. Members reaffirmed the existing policies and procedures in relation to:
 - (a) Charitable donations
 - (b) Purchase/laying of poppy wreath
 - (c) Communications policy***Clerk to re-circulate the communications policy.***
11. It was agreed to hold over until July the review of the Financial Regulations following publication of NALC's latest edition of Model Financial Regulations
12. Members approved the asset/property register showing a total value of £29,565 as of 31st March. The clerk advised that the revised register from 26th April increased by £5,015 due to inclusion of the 2 new portable solar vehicle activated signs.
The Asset Inspection Log was presented to the meeting. It was agreed that Cllr Crowson will take over the duties previously undertaken by Cllr Fovargue in relation to asset inspection and planning.
Clerk to obtain the latest version of the log from former Cllr Fovargue. Cllr Crowson to bring items outstanding for repair to the next meeting.
13. It was agreed that ordinary meetings for the period January 2025– December 2025 would continue on the third Monday of the month except for April (preference for 28th). The date for the Annual Parish Meeting was agreed as 12th May.
14. Members were happy to agree the continuation of appointment of Mr Rod Gall as the Internal Auditor.

15. The minutes of the previous meeting dated 15th April 2024 were approved as a true record.
16. Correspondence:
 - 16.1 Concerns from a resident relating to live events at the Ruddy Duck were considered. It was agreed that the resident should speak directly with the licensee.
 - 16.2 The clerk confirmed that the D-Day commemorative flag would fly from 9am on 6th June and be left up for one week.
Cllr Crowson to deal with subsequent disposal of the flag, possibly via Face Group.
 - 16.3 Clerks & Councils Direct – May edition was circulated to Cllr Crowson, then Cllrs Tuley and Jackson.
 - 16.4 Allotment Magazine – taken by Cllr Clark for passing on to Cllr Jackson.
 - 16.5 Other items of correspondence: offer from new Ward Councillor Neil Boyce to attend meeting noted.
Clerk to invite Cllr Boyce to attend meeting.
17. Planning:
 - 17.1 Asset of community value – Cllr Crowson advised that she would be contacting the licensee of the Ruddy Duck.
 - 17.2 Members noted that a response of “no objections” had been submitted in relation to application 24/00374/HHFUL for a proposed replacement single garage at 7 Rectory Lane.
 - 17.3 Members agreed the response to the City Council in relation to application 24/00483/OUT for development on land off Peakirk Road, Glinton.
Clerk to submit.
 - 17.4 There were no other planning matters, but Cllr Jackson advised that she had requested that the road verges near to Foxcovert Road be the focus for the biodiversity survey being undertaken by Sarah Lambert.
18. Finance:
 - 18.1 Approval given to payment of Home Working Allowance and salary to Mrs A Hankins for May.
 - 18.2 Members approved payment of invoice from Elan City in the sum of £5,014.78 for two VA signs.
 - 18.3 Members received and noted the Annual Internal Audit Report 2023/24.
 - 18.4 The Annual Governance Statement 2023/24 was completed and approved.
 - 18.5 Members approved the Accounting Statements for 2023/24.
 - 18.6 The council confirmed its exemption from the requirement for a limited assurance review.
 - 18.7 Approval given to the renewal of insurance with Zurich Municipal in the sum of £440.30.
 - 18.8 Members agreed to renew council membership of CPRE.
19. Maintenance:
 - 19.1 In response to previous issues raised the grass-cutting contractor had offered to plant some more daffodil bulbs, primroses and cowslips. It was noted that the contractor had not cut the grass verge at the Glinton end of the village.
Clerk to pursue with contractor.
 - 19.2 Authorisation given for payment of invoice from J Walker in the sum of £550.
 - 19.3 Other items of maintenance:

Cllr Clark reported that he has requested the City Council to repair the Peakirk sign near to the Folly River. Cllr Tuley reported an abandoned shopping trolley on the track off Rectory Lane and will report it.
20. Carbon Literacy Project – Cllr Tuley offered to look further into undertaking the appropriate training in order to be able to train others. Cllr Jackson reported that she is hoping to attend Glinton Climate Emergency Group meeting on 26th June and hopes there will be benefits from collaboration and joint working. Cllr Clark confirmed the need to be better plugged into what is happening over a larger area. Cllr Jackson requested that “Green Projects” be an agenda item for the next meeting.
21. The Annual Parish Meeting had been poorly attended.

In relation to Speed Watch, Cllr Crowson advised that the Police Co-ordinator has been seconded for a period of 18months. Cllr Clark reported that the Police and Crime Commissioner had acknowledged his letter and advised that the data is being investigated.

22. Councillor's reports: Cllr Jackson expressed a desire to attend 2 CAPALC webinar sessions, one on biodiversity, the other on planning matters at a cost of £45 each. Permission granted for both. She advised that BBC Radio 4 had been in contact with her regarding a programme about the John Clare Countryside Project and she had pointed them to Richard Astle, the chair of the project. It was noted that the Postcode Lottery are seeking projects to fund in East Anglia.
23. The next meeting was confirmed as Monday 17th June. The clerk advised that she would be unable to attend.

There was no further business.

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