

CATWORTH PARISH COUNCIL

CHAIRMAN: Philip Carr

Clerk to the Council: -
Ms Ramune Mimiene
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3 December 2021

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Wednesday 8 December 2021 at 7.30pm** at **Sports Pavilion** to deal with the following business:

Public and Press are invited to attend

NOTICE and AGENDA

OPEN MEETING

Each person wishing to address the council will be allowed to speak for a maximum of 3 minutes subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

12/135 To Receive Apologies and Reasons for Non-Attendance

12/136 Declarations of Interests for Members (Disclosable Pecuniary Interests)

HDC are undertaking a review of the Register of Interests that they have listed for each Town and Parish Council. They are asking to check if the DPIs and the list of Councillors that they hold for Catworth Parish Council are up to date and correct. The DPIs can be found on their website or by using this link -

<http://applications.huntingdonshire.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13693>

12/137 NALC Legal Update – November 2021 - Managing Covid this winter

NALC¹ are taking the opportunity to remind Parish and Town Councils of the corporate NALC [guidance](#) issued in July further to Covid restrictions being lifted.

At this stage there is no indication that the government plans to introduce or reintroduce any preventative measures. Bearing in mind remote meetings are not permitted in England unlike last winter, councils looking to take practical steps to respond to rising cases might wish to approve reasons for absence (within the relevant six month period) for councillors who do not wish to attend meetings because of their Covid concerns. Councils can ask meeting attendees to wear masks but cannot compel mask wearing. They could implement social distancing measures in offices and for meetings if they have not already done so. Councils can enable staff, including the clerk, to attend meetings remotely.

12/138 To note the scheduled elections on Thursday, 5 May 2022

12/139 To Receive and Approve the Parish Council Meeting Minutes held on 10 November 2021

12/140 Planning

Landscape and Townscape SPD: Consultation Draft 2021 will be available for you to view and comment between the following dates: Start date: 15/10/21 13:00 End date: 10/12/21 23:59 Please select the following link to view this event: <https://consult.huntingdonshire.gov.uk/kse/event/36533>

12/141 Clerk's Report

¹ National Association of Local Councils

12/142 Neighbourhood Plan for Catworth, to set up a neighbourhood plan group, report by Cllr P Carr

12/143 Finance – Budget Reports

12/143.1 To remove old signatory and approve the new signatory

12/143.2 To approve the Budget and Precept for 2022.23

The budget and Precept^[1] are required to enable Catworth PC to operate during the period 01 April 2022 to 31 March 2023.

This budget proposal is recommended for 2022-23 subject to:

- Discussion and agreement at Council meetings in November and December 2021, and
- Information from Huntingdonshire District Council (HDC) on the number of properties to be used to determine the parish Precept for a Band-D equivalent^[2] property in the parish.

The budget must be agreed by the full Council before the Precept request can be made.

- This year the Precept request must reach HDC no later than 17th December 2021.

12/143.3 To note Bank Reconciliation to 30 November 21, Cashbook, Income against Expenditure report

12/143.4 To note PC insurance cover and the query raised by the auditor, PC insurance company approached, awaiting the reply

12/143.5 To Approve 8 December 2021 payments:

ExpTno	Cheque	Net	Ledger date	Gross	Vat	Cheque Total	Transaction Details
54	BACS21120 8E-ON	£244.56	02/11/21	£256.79	£12.23	256.79	E-ON - Streelighitng Energy
55	BACS21120 8BB	£176.00	09/11/21	£211.20	£35.20	211.2	Balfour Beatty - Maintenance 2019-2022 Y3 Q1
52, 53/1 and 53/2	Confidential	£409.38		£409.38			
		£829.94		£877.37	£47.43		

12/144 CIL Income and Expenditure, update

HDC acknowledged the receipt of the CIL Annual Report 20/21 for Catworth, and informed that this has been checked and confirmed that the report will be published on HDC website in January 2021. Report circulated to Councillors.

CIL income in 2019/20 was £10,256.67, of which £2,939.40 was spent in 2020/21 leaving the sum of £7,317.27.

In 2020/21 Income of £2,648.57 received (not spent).

*Total of CIL retained as at 31 Mar 21 was **£9,965.84***

^[1] Parish **Precept** is the sum requested, and if approved, collected on behalf of BPC by HDC as part of the overall Council Tax bill in March/April 2022.

- The Catworth PC Precept in 2021-22 was approx. 6% of the Total Council Tax bill from HDC
- The Precept provides the vast majority of the income needed to run services delivered by the Parish and to support projects prioritised as part of village maintenance and improvement e.g. through the Community Action Plan and in-year consultation with residents

^[2] HDC calculates the number of “**Band-D-equivalent**” properties in the Buckden and Diddington parish area.

- The use of the “band-D-equivalent” numbers is calculated using a formula which adjusts for the mix of Council Tax bands within the parish boundary.
- The use of calculations based on Band-D-equivalent property numbers enables a fair comparison between years and between authorities.

CIL Expenditure:					
Date	Whom payment made	What was Purchased	GROSS	VAT	NET
2020.21 Financial Year					
Sep-20	CCS	Server	2159.40	359.90	1799.50
Oct-20	Major Seventh Ltd	Installation of the server	780.00	130.00	650.00
2021.22 Financial Year					
Jun-21	Bard Electric	Exterior Church Lighting to the footpath	1782.00	297.00	1485.00
			4721.40	786.90	3934.50

After Jun 2021 expenditure CIL funds were £8,970.74 including the VAT of £786.90 the amount left to spend is **£8,183.84** (ring fenced for footpaths scheme and completion of the streetlights project)

12/145 Village Maintenance: Hedges, Paths and Trees in the Village

12/145.1 Hedges in the village – defer till Cllr SR is present.

12/145.2 Footpaths: FP17 awaiting the update once the executor has spoken to the beneficiaries, Cllr A Moore agreed to chase re outcome after PC letter to Bletsoes re footpaths sent

12/145.3 Maintenance of the verges: PC received the following reply from CGM in response to the enquiry to them as to what areas they are cutting. CGM are working to an area defined in 2014.

Proposal: The Grass Cutting Group to finalise the map and make a recommendation for any revision.

12/146 Highway issues in the village

12/146.1 Careful driving in the village: To consider residents request re: Church End Speed Limit, suggested 20m/hr.

To note that: *The speed watch group are not able to collect any data as the speed kit does not monitor below 30mph and can only be used at authorised locations.*

The speedwatch group are also keen to pursue replacement detection signs that show actual vehicle speed rather than just repeating the speed limit, report by Cllr AM

CCC info re speed check boxes

12/146.2 A14 Junctions between Ellington and Keyston/Bythorn - A14 junctions meeting

12/146.3 LHI scheme application, proposed footway. The junction of Station Road & Church Road, the application submitted to County Council, update by Cllr P Carr

Construction works on Church St to commence on 6th of December

County Council informed that with regard to new footpath construction works on Church Street in Catworth (near its junction with Station Road) are due to commence shortly. The works are planned to start on site on 6th December 2021 and should be completed within one week, weather permitting. The works will take place during working hours, between 9:30am and 3:30pm, Monday to Friday. Traffic will be controlled by Stop and Go boards and only short delays/ hold ups are to be expected. CC would kindly ask to consider allowing for additional time to residents' journey.

12/147 Update on Streetlights project

12/148 Parish Council Website: <https://catworthparishcouncil.gov.uk>

12/149 Dog Litter: Posters

12/150 Councillor Training available to view via
https://www.capalc.org.uk/Training_and_Events_19202.aspx

12/151 Correspondence – full list circulated prior to the meeting

12/152 Councillors' questions

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

12/153 Date of the next meeting: Wed 12 January 2022 at 7.30pm at the Village Hall

Signed (Clerk) *Ramune Mimiene*

Date: 3 December 2021