



YAXLEY PARISH COUNCIL

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

Tele/Fax 01733 241958

Email: clerk@yaxleypc.org.uk Website: www.yaxleypc.org

To: All Members of Yaxley Parish Council

Sir/Madam

You are hereby summoned to attend the **Meeting of Full Council** of Yaxley Parish Council to be held **online on Tuesday 12th January 2021 at 7.00pm by Zoom app** – anyone wishing to join the meeting should email the clerk@yaxleypc.org.uk prior to the meeting for joining instructions.

Meeting ID: 829 7549 7568

Passcode: 026790

H. Taylor

Helen Taylor
Clerk to Yaxley Parish Council

5th January 2021

THE PUBLIC AND PRESS ARE ALWAYS WELCOME

AGENDA

- FC109. APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence.
- FC110. DECLARATIONS OF INTERESTS IN AGENDA ITEMS**
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- FC111. MINUTES**
To approve as a correct record the Minutes of the meeting of the full Council held on Tuesday 8th December 2020 - attached.
- FC112. PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the Council.
- FC113. CO-OPTION OF PARISH COUNCILLOR**
To consider an application for co-option – attached.
- FC114. MEETING ARRANGEMENTS AND COUNCILLORS ATTENDANCE**
To receive a verbal report from the Clerk.
- FC115. BANK RECONCILIATION STATEMENT**
To receive a bank reconciliation statement as at 31st December 2020 – attached.
- FC116. ORDERS FOR PAYMENT**
To receive and approve the schedule of Orders for Payment for December - attached.



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FC117. REPORTS FROM REPRESENTATIVES

Forthcoming meetings:

9th February 2021 – Full Council

Cut off time for the meeting is 21.30

**Minutes of the Meeting of Full Council, Yaxley Parish Council
held via Zoom on 8th December 2020.**

Present:- Councillor R Butcher - Chairman.

Councillors R Doncaster, E Gilchrist (item FC104 onwards), K Gulson, J Lusted (item FC104 onwards), G Needham, M Oliver, P Russell, S Sanderson and A Wood.

In attendance – Mrs H Taylor (Clerk) and a member of the public.

FC97. APOLOGIES

Apologies for absence from the meeting were received and accepted on behalf of Councillors S McMullon and D Paice (both personal).

FC98. DECLARATION OF INTERESTS

No declarations were received.

FC99. MINUTES

Councillor B Doncaster proposed approval of the Minutes of the meeting of the Council held 10th November 2020. This was seconded by Councillor M Oliver and unanimously **RESOLVED.**

FC100. PUBLIC PARTICIPATION

District Councillor E R Butler reported that he had received a few complaints regarding the siting of the new zebra crossing between Mere View and Violet Way on Broadway. Councillor P Russell questioned whether the County Council would be erecting advance warning signs as part of the project. The Clerk agreed to raise this and the lack of half shrouds on the belisha beacons with the County Council Highways Project Team.

FC101. COMMITTEE REPORTS

FC101.1 PROPERTY COMMITTEE

The Minutes of the Property Committee held on 17th November 2020 were received and noted.

FC101.2 PERSONNEL COMMITTEE

Members received and noted the draft Minutes of the Personnel Committee held on 17th November 2020.

FC101.3 COMMUNITY FACILITIES COMMITTEE

The Minutes of the Community Facilities Committee held on 24th November 2020 were received and noted.

FC102. SECTION 137 BUDGET – AWARD OF GRANT

Councillor K Gulson proposed that an award of £247.20 be made to Magpas Air Ambulance to purchase three boxes of protective safety glasses. This was seconded by Councillor A Wood and **RESOLVED.**

FC103. ANNUAL RETURN FOR YEAR ENDING 31ST MARCH 2020

Members noted that the Annual Return had been approved by the External Auditors without any cause for concern.

FC104. MAINTENANCE OF THE OPEN SPACE AREAS ON THE FERNDALE ESTATE

Following discussions at the previous meeting, Members considered a request from Persimmon Homes for the Parish Council to take on the maintenance of the open space areas on the Ferndale Estate. Mention was made of the S106 Agreement for the development, drawn up in 1998, which refers to a possible transfer of these areas to the

District Council (or Parish Council) for a commuted sum of £54,000. In the discussions that ensued, Members raised concerns that the one off sum would not cover the costs involved in maintaining these areas of open space which include a balancing pond, drainage ditches, a significant number of trees and hedgerow, some of which were becoming overgrown. As well as additional manpower and equipment, certain aspects of the maintenance would be beyond the capabilities of the grounds team and would need to be outsourced resulting in additional expense. Members were reminded that Huntingdonshire District Council, as the Local Planning Authority, had entered the Section 106 Agreement with Persimmon to ensure that certain legal obligations were carried out to make sure the development was acceptable in terms of planning and that the District Council would be best placed to ensure that these obligations continue to be executed.

Whereupon, it was proposed by Councillor R Butcher that the Parish Council advise Persimmon Homes that they are not in a position to be able to take on the maintenance of the open space areas on Ferndale. This was seconded by Councillor P Russell and unanimously **RESOLVED**.

FC105. BUDGET SETTING AND PRECEPT 2021/22

With the aid of a report by the Clerk (a copy of which is appended in the Minute Book) consideration was given to the projected spend for 2020/21, the Committees' budgetary requirements for 2021/22 and the level of precept for 2021/22. With regard to the latter, Members were advised that the Council tax base for the village was likely to go down by 2 properties due to a predicted increase in Council Tax Support which would result in a slight reduction in the level of precept.

Attention was drawn to future Capital Projects, and Members recognised the wisdom of building up a reserve for a new cemetery which will be a major expense in the future.

Having carefully considered the needs of the Council for 2021/22 and beyond and in thanking the Finance Officer and Clerk for their efforts in producing a comprehensive report, it was proposed by Councillor K Gulson that a sum of £40,000 be transferred to the Earmarked reserves for the new cemetery and the Budget for 2021/22 be approved along with a precept request of £379,802, being no change to the current band D property figure of £128.79. This was seconded by Councillor A Wood and **RESOLVED**.

FC106. BANK RECONCILIATION STATEMENT

Councillors received and noted the contents of the Bank Reconciliation Statements as at 30th November 2020 (copies of which are appended in the Minute Book).

FC107. ORDERS FOR PAYMENT

The schedule of payments made since the previous meeting, which included details of the purchase ledger cheques requiring payment, (a copy of which is appended in the Minute Book) was proposed by Councillor P Russell, seconded by Councillor B Doncaster and **RESOLVED** by a unanimous vote to be paid.

FC108. REPORTS FROM REPRESENTATIVES

Councillor K Gulson thanked all those involved in the Community Fridge on a Wednesday which was going from strength to strength supporting over 40 families a week. He explained that he was now collecting surplus food from the Co-op stores in Peterborough and was pleased to report that the Fridge had been successful in securing £500 for additional items of food in the run up to Christmas.

Councillor M Oliver thanked all Members of staff for their hard work over the year and wished everyone a very Merry Christmas and a Happy New Year.

Meeting closed at 8.00pm

Signed

Chairman.

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Dear Sirs

I moved to Yaxley 9 years ago and was surprised how much I enjoyed village life having spent much of my time living in Peterborough. I was delighted by the sense of community and intrigued by some of the community projects that I could see going on around me. I am now truly settled in Yaxley and I am very passionate about making sure my daughter grows up in a nice neighbourhood.

Prior to settling down in Yaxley I spent 3 years travelling and working in Australia and South east Asia. This gave me an invaluable insight into "community" around the world. During my travels I spent much time volunteering in local projects this enabled me to meet many people from different walks of life.

Since being diagnosed with multiple sclerosis in 2017 life has changed considerably and I have been looking for new ways to utilise my spare time. I have been keen to get involved within the local community and have recently found an opening at the Community fridge.

I am willing and eager to get involved in more projects locally. I wish for the opportunity to represent the disabled community in Yaxley and feel my application would enhance the committee's awareness of diversity and inclusion on local projects.

I look forward to hearing from you

Your sincerely

Alan Minns

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Bank - Cash and Investment Reconciliation as at 31 December 2020**Confirmed Bank & Investment Balances****Bank Statement Balances**

31/12/2020	Unity Trust Current acc	24,305.23
31/12/2020	Barclays Current Statement	120,307.20
31/12/2020	Petty Cash Counted	48.77
31/12/2020	Barclays Debit Card Statement	826.68
31/12/2020	Unity Deposit Acc Statement	139.95
31/12/2020	Barclays High Interest Account	100,624.99
31/12/2020	Nationwide B. Society Instant	36,771.56
31/12/2020	Nationwide B Soc 90 Day Acc.	396,142.33
31/12/2020	Account not in use	0.00
31/12/2020	Cheques awaiting banking	0.00

679,166.71**Receipts not on Bank Statement****0.00****Closing Balance****679,166.71****All Cash & Bank Accounts**

1	Unity Trust Current Account	24,305.23
2	Barclays Current Account	120,307.20
3	Petty Cash	48.77
4	Barclays - Debit Card	826.68
5	Unity Trust Deposit Account	139.95
6	Barclays High Int Reserve	100,624.99
7	Nationwide Building Soc 0.05%	36,771.56
8	Nationwide Building Soc 0.4%	396,142.33
9	Cashbook Memo Account	0.00
10	Monies Received	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	679,166.71

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Cheques Suppliers Payments made

Unity	BACS	08-Dec	Cambs Acre	Subscription	£	57.00
Unity	BACS	09-Dec	Rose Fire security	Fire Risk Assessments	£	1,500.00
Unity	BACS	09-Dec	Chandlers	AE18 CCY Oil Leak & Toolbox	£	681.85
Unity	BACS	11-Dec	CAF Ltd	Magpas donation	£	247.20
Unity	BACS	14-Dec	Fenland Tree Surgeon	Middleton & Bramble Close	£	948.00
Unity	BACS	18-Dec	Double Yew Nursery	Hawthorn Bushes	£	120.00
Unity	BACS	23-Dec	Carole Barton	Food Community Fridge	£	443.69
Barclays	Debit card	02-Dec	Amazon Mkt Place	Black Bags	£	38.99
Barclays	Debit card	07-Dec	Amazon Mkt Place	Secateurs	£	32.01
Barclays	Debit card	07-Dec	Lorient Poly Products	Fire Smoke Sealant		76.36
Barclays	Debit card	09-Dec	Amazon Mkt Place	Chainsaw Oil	£	18.46
Petty Cash	PC18	11-Dec	Gift from Chairman's Allowance	Tags & Wrapping paper	£	4.74
					Cash/Debit Card/Cheques etc. Grand Total	<u>£ 4,168.30</u>

Retro	11-Dec-21	Salary Payments Net Bacs	£	11,012.26	
Retro	17-Dec-21	HMRC PAYE & Pension	£	6,771.32	
	15-Jan-21	Bacs Payments Listed	£	5,998.22	Pages 1 & 2
Retro		Debit card/Cheque & Cash Payments Listed above	£	4,168.30	
Retro		Payments listed below	£	4,023.12	
Grand Total			<u>£</u>	<u>31,973.22</u>	

Additional Internal Transfers made, retrospective approval

Barclays	09-Dec-20	Internal Transfer	Barclays top up Debit Card	£	600.00	Barclays top up Debit Card
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Direct Debits/BACS

	Deposit				
Unity	Refunds	I Abbott, J Bowling	£	168.00	
Barclays	02-Dec-20	1 & 1 INTERNET Emails	£	14.40	
Barclays	02-Dec-20	1 & 1 INTERNET Emails	£	14.40	
Unity	04-Dec-20	SWALEC DDR	£	53.03	
Unity	07-Dec-20	ALLSTAR FUEL Equipment Fuel	£	356.37	
Barclays	07-Dec-20	Barclays Bank. Bank Chg.	£	20.00	
Debit Card	07-Dec-20	Barclays Bank Debit Card Bank Chg.	£	6.50	
Unity	08-Dec-20	PENINSULA Employers Advise	£	180.60	
Unity	15-Dec-20	HUNTS DIST C. Rates DDRS	£	1,363.00	
Debit Card	16-Dec-20	Zoom - Video Calling	£	14.39	
Unity	18-Dec-20	ANGLIAN WATER	£	437.43	
Unity	18-Dec-20	ANGLIAN WATER	£	6.38	
Barclays	18-Dec-20	ANGLIAN WATER	£	25.80	
Barclays	18-Dec-20	ANGLIAN WATER	£	50.58	
Unity	21-Dec-20	SWALEC DDR	£	145.27	
Unity	21-Dec-20	WORLDPAY Merchant charges	£	31.79	
Unity	22-Dec-20	ANGLIAN WATER	£	13.24	
Unity	22-Dec-20	ANGLIAN WATER	£	11.85	
Barclays	22-Dec-20	ANGLIAN WATER	£	58.44	
Barclays	22-Dec-20	ANGLIAN WATER	£	73.22	
Barclays	22-Dec-20	ANGLIAN WATER	£	47.74	
Unity	29-Dec-20	BT Group Hall Phone & Broadband	£	42.52	
Unity	29-Dec-20	EE MOBILE Mobile Phones	£	47.08	
Unity	29-Dec-20	PENINSULA Staff Advise	£	16.20	
Unity	29-Dec-20	SWALEC DDR	£	50.34	
Unity	29-Dec-20	VEOLIA DDR Waste Removal	£	621.77	
Unity	31-Dec-20	ONECOM Broadband & Telephones	£	99.38	
Unity	31-Dec-20	Unity Bank Charges	£	53.40	
			<u>£</u>	<u>4,023.12</u>	

Proposed List of Payments Entered

Linked to Cashbook 2

Entered Month 9
Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CHA101 Charlie Vince Tree Surgery Ltd							
INV -2015/501/POLLARD AND PRUN	09/12/2020	INV -2015	1	1,704.00	0.00	1,704.00	0.00
					0.00	1,704.00	
CNS100 Computer Network Services Ltd							
39151/502/ANTIVIRUS/Computer N	01/12/2020	39151	1	15.00	0.00	15.00	0.00
39290/525/MICROSOFT/Computer N	29/12/2020	39290	1	37.92	0.00	37.92	0.00
					0.00	52.92	
ESP100 Eastern Shires Purchasing Organisation							
5916079/503/CLEANING/Eastern S	10/12/2020	5916079	1	25.56	0.00	25.56	0.00
					0.00	25.56	
FBS100 Freelance Business Services							
YPC BK 0178/528/DEC ACC FEE/Fr	31/12/2020	YPC BK 0178	1	973.27	0.00	973.27	0.00
					0.00	973.27	
GBP100 G.B. Pest Control							
2929/505/PEST CONTROL/G.B. Pes	09/12/2020	2929	1	135.00	0.00	135.00	0.00
					0.00	135.00	
GRI101 John Griffin Tree Surgery							
000281/529/FOXGLOVE TREE WORK/	17/12/2020	000281	1	1,100.00	0.00	1,100.00	0.00
					0.00	1,100.00	
HUG100 Hugh Crane Cleaning Equipment Ltd							
654102/506/WIPES/Hugh Crane Cl	08/12/2020	654102	1	63.70	0.00	63.70	0.00
					0.00	63.70	
KIP100 Kipper Window Cleaning							
KIPPER 507/507/WINDOWS/Kipper	17/12/2020	KIPPER 507	1	20.00	0.00	20.00	0.00
					0.00	20.00	
LEX100 Lexis Nexis							
10395900Y/509/LCL CNCL ADMIN B	11/12/2020	10395900Y	1	149.99	0.00	149.99	0.00
					0.00	149.99	

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Proposed List of Payments Entered

Linked to Cashbook 2

Entered Month 9
Pay by BACS/Online File

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
LMR100 L & M Retail - Yaxley Convenience Store							
6133781/530/DECORATING/L & M R	31/12/2020	6133781	1	31.80	0.00	31.80	0.00
					0.00	31.80	
LSE100 L & S Engineers Ltd							
IN1269409/508/SCREWS/WASHERS/L	21/12/2020	IN1269409	1	19.20	0.00	19.20	0.00
					0.00	19.20	
MAS100 P & J Massingham							
11091/510/WATER HEATER CLOCK/P	21/12/2020	11091	1	126.00	0.00	126.00	0.00
					0.00	126.00	
OLD100 Columbaria (Odlings) Co.							
INV0073788/513/ROYSTON DUDLEY/	18/09/2020	INV0073788	1	99.60	0.00	99.60	0.00
INV0073890/514/ARTHUR HALL/Col	23/09/2020	INV0073890	1	99.60	0.00	99.60	0.00
INV0075486/512/CATHY HARNICK T	11/12/2020	INV0075486	1	99.60	0.00	99.60	0.00
					0.00	298.80	
TAY100 Colin Taylor General Builder							
1021/520/WINDOWS/ROOF/Colin Ta	20/12/2020	1021	1	1,195.00	0.00	1,195.00	0.00
					0.00	1,195.00	
WIC100 Wicksteed Leisure Ltd							
000812563/521/2 X SWINGS AND R	18/12/2020	000812563	1	102.98	0.00	102.98	0.00
					0.00	102.98	
				Proposed Payment Total	0.00	5,998.22	