

BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL

Dear Councillor

I hereby give you notice that a meeting of the Parish Council will be held ***virtually*** on **TUESDAY 15th December 2020** at 7.30 pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

**The Council welcomes members of the public to their meetings.
At the beginning of the meeting, for 15 minutes, members of the public may contribute their views and comments to the Parish Council.**

Zoom details : Meeting ID: 89749680912 Meeting Passcode: 867240

Dated this 9th December 2020

Valerie Tookey
Clerk of the Parish Council

1	Apologies for absence :	
2	Declaration of Interests and dispensations : (members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances) 2.1 To receive declarations of interest from councillors on items on the agenda. 2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any) 2.3 To grant any requests for dispensation as appropriate	All
3	To approve Minutes of Meeting held on the 17th November 2020 (previously circulated) To approve the Minutes of the "In Camera" 17 th November (previously circulated)	All
4	To approve Minutes of the EPM held on the 10th November 2020 (previously circulated)	All
5	Cambs County Council : C Cllr Van de Ven (Report circulated) 5.1 Additional Bus stop for the 127 (paper circulated)	
6	<u>Governance</u> <u>6.1 HR Committee Terms of Reference</u> Amendment proposed to the Scope : "Continue to monitor issues raised in the SLCC Report" (paper circulated) <u>6.2 Training Records</u> Councillor and Officer training to be recorded. <u>6.3 Climate Emergency Group</u>	HR/All All

	Agreement of terms of Reference - attached	
7	Advisory Groups (to record any meetings held through the month <u>7.1 Environment Group</u> <u>7.2 Climate Emergency Group</u> <u>7.3 Traffic and Travel Group</u>	MH MH RL
8	South Cambs District Council : D Cllr Cathcart Zero Carbon Grants update	
9	Financial matters: <u>9.1. Authorisation of Payments</u> as listed below <u>9.3 To Approval of budget for 2021/22</u> (previously circulated) <u>9.4 Cemetery Roadway, Lodge entrance and parking area</u> Proposal to repair and resurface (paper circulated) <u>9.5 To record that RCDT have asked for a donation 2021/22</u> <u>9.6 To Approve V10 of the Asset Register.</u> <u>9.7 To review Reserves Policy</u> (previously circulated)	All BI/ALL JD/ALL BI BI BI/ALL
10	Planning : <u>10.1 Assets of Community Value</u> Re-registration of the Belle and the Hoops <u>10.2 SCDC Applications for consultation:-</u> <i>10.2.1 20/01263/NMA1 Proposal: Non material amendment of planning permission 20/01263/FUL (Erection of replacement dwelling following demolition of existing dwelling – resubmission of S/3001/19/FL) for an increase to ground floor area: - Increase width of west single storey element by 670mm – Increase depth of utility room by 675mm and Increase height of window over the stairs on north elevation. Site address: 3 Highfield Farm Old North Road Bassingbourn Cum Kneesworth SG8 5J</i> <i>10.2.2 T.1 Sycamore - Fell to ground level due to Die back. Tree has been in decline for some years. Heavily infested with Ivy and numerous limb failure in car park. Re plant with 1x Acer 74 High Street Bassingbourn</i> <u>10.3 Appeal Notice : 20/02094/FUL - land at 26 South End.</u> Appeal against SCDC refusal. The appeal will be determined based on written representations. Planning Committee recommends maintaining its objection.	VT MH/ ALL
11	Pavilion: 11.1 Update on current position with Architect/tender document. 11.2 Business Plan	MW RL
12	The Limes/Old School <u>11.1 Draft lease – update on progress</u> <u>11.2 Report back from The Limes Advisory Group Meetings 18.11.20/ 9.12.20 and discussion</u>	VT MH/NC
13	Noticeboards	MH
14	Trees 14.1 Inspections (decision required regarding frequency)	VT

	14.2 Works currently identified : Willmott Rec/Cemetery boundary	VT
15	Covid Response Report on activity by SCDC and local initiatives.	VT/ED AH/ SVdV
16	Committee Meetings held through month 16.1 Planning Meeting held on 1 st December (previously circulated) 16.2 Amenities Meeting held 12 th November (previously circulated)	

Contractor	Details	Net	VAT	Gross
Herts & Cambs GM	Grass cutting/playground inspections	1458.33	291.67	1750.00
Herts & Cambs GM	Cut back boundary in Cemetery, clear corner	830.00	166.00	996.00
The Letting Agency	Cemetery Lodge Management Fee	119.40	23.88	143.28
PKF Littlejohn	External Auditors	600.00	120.00	720.00
The Printworks	Covid-19 leaflet	104.00	0.00	104.00
Swiftclean	Pavilion legionella monitoring	193.50	38.70	232.20
SCDC	Annual Bin waste collection to 31.03.21	692.25	0.00	692.25
HMRC	PAYE/NI	1016.05	0.00	1016.05
RJ & JR Wollaston	Excavation of footpath Tanyard/Rec grnd	720.00	0.00	720.00
A&B Contractors	install 12 wooden bollards Chestnut Lane	1574.93	314.99	1889.92
Mills & Reeve	Provision of legal services The Limes	1500.00	300.00	1800.00
The Blue Tree Co.	Climbing inspection & report tree in Rec	450.00	90.00	540.00
Mrs M Renwick	Covid care items	95.63	0.00	95.63
Clerk	Covid care items	50.74	0.00	50.74
RFO	Extra licence for hosting zoom(CC)	59.91	0.00	59.91
RFO	Printer ink from Stinkyink.com	17.98	0.00	17.98
Opus Energy (DD)	Street Lighting	287.83	55.27	343.10
Opus Energy (DD)	Pavilion electricity	15.70	0.78	16.48
TOTAL		9786.25	1401.29	11187.54
RECEIPTS				
Allotments		250.00		
Cemetery Lodge	income 15	995.00		
Burials		630.00		
CCC Covid fund		300.00		
Anonymous donation	Covid fund	50.00		
CCC Grasscut contrib		1199.67		
TOTAL		3424.67		
Bank Statements as of 30.11.20				
Unity Trust Current		69,188.21		
Unity Trust Savings		47,505.00		
Barclays Current		20,392.96		
Barclays Premium		74,259.72		
Barclays Tracker		0.02		
Cambridge Build Society		85,224.72		
Sandanter Savings a/c		41,558.13		
TOTAL		338,128.76		

Dates of Meetings

Amenities Committee : **2021:** 11th January; 8th February; 8th March; 12th April; 10th May; 14th June; 12th July; 9th August; 13th September; 11th October; 8th November 13th December.

Finance Committee; **2021:** 12th (change) January; 2nd February; 2nd March; 6th April; 4th May; 1st June; 6th July; 3rd August; 7th September; 5th October; 2nd November; 7th December.

Full Council Meeting; **2021** 19th January; 16th February; 16th March; 20th April; 18th May (plus Annual Meeting) ; 15th June; 20th July; 17th August; 21st September; 19th October; 16th November; 21st December. 17th May suggested as Annual Parish Meeting

Planning Committee: **2021:** 12th (change) January; 2nd February; 2nd March; 6th April; 4th May; 1st June; 6th July; 3rd August; 7th September; 5th October; 2nd November; 7th December.