

GREAT HOUGHTON PARISH COUNCIL

Minutes of the Ordinary meeting of Great Houghton Parish Council held at 7.30pm on Tuesday 14 April 2020 by way of Video Conference

In Attendance: Cllr T Bowler, Cllr R Jeakings, Cllr M Barham, Cllr S Williams

Also, in Attendance: M Billingham Parish Clerk, NCC Cllr E Bowen, PC E Turner

842/20 Opening procedures a) To receive and approve apologies for absence. b) To approve the minutes of the previous ordinary meeting held on Tuesday 10 March 2020 c) To receive declarations of interest related to the business on the agenda.		a) Apologies were received and APPROVED from Cllr Sampson b) The Minutes of meeting held on Tuesday 10 March 2020 were APPROVED c) There were no declaration of interests relating to Agenda items																																								
<i>Members are reminded that the disclosure of a Disclosable Pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business</i>																																										
843/20 Public Participation Section		No members of public in attendance																																								
<i>Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes</i>																																										
844/20 Reports a) To receive a report from County Councillor representative b) To receive a report from Borough Councillor representative c) To receive a report from Police / Neighbourhood Warden d) To receive a report from Great Houghton Playing Fields Association		a) NCC Cllr Bowen referred to her emailed report previously circulated (see appendix A) b) There was no report received from NBC Cllr Flavel. c) PC Turner advised the meeting that there had been no reported crime last month in the Parish. The Police had been dealing with ‘gatherings’ who so far were just being warned. Such matters can be reported online. There was no report from the Neighbourhood Warden d) There was nothing to report from GHPFA other than see planning below																																								
845/20 To receive and adopt the Finance & Administration Report a) To receive and approve the Receipts and Payment Accounts at end of March 2020 b) To receive report on payments to be authorized c) Update on Annual Audit Procedures	a) The receipts and payments accounts to the end of March 2020 were APPROVED . Balance £18668.99 (£6706.07 + £11962.92) b) The following payments were AUTHORISED																																									
	<table><tr><td>Parish Clerk</td><td>100633</td><td>Salary</td><td>308.90</td></tr><tr><td>HMRC</td><td>100664</td><td>PAYE</td><td>77.80</td></tr><tr><td>Cllr V Sampson</td><td>100665</td><td>Travel</td><td>18.56</td></tr><tr><td>Rogers Quickprint</td><td>100666</td><td>Parish News</td><td>294.00</td></tr><tr><td>SLCC</td><td>100667</td><td>Membership</td><td>109.00</td></tr><tr><td>Came & Company</td><td>100668</td><td>Insurance</td><td>356.53</td></tr><tr><td>CTL Property</td><td>100669</td><td>Maintenance</td><td>895.00</td></tr><tr><td>NCALC</td><td>100670</td><td>Membership</td><td>522.27</td></tr><tr><td>Parish Clerk</td><td>100671</td><td>Expenses</td><td>84.80</td></tr><tr><td colspan="3"></td><td>£2666.86</td></tr></table> c) The Meeting was advised that the annual audit AGAR had initially been put on hold but will now be processed online. ACTION to be submitted next meeting			Parish Clerk	100633	Salary	308.90	HMRC	100664	PAYE	77.80	Cllr V Sampson	100665	Travel	18.56	Rogers Quickprint	100666	Parish News	294.00	SLCC	100667	Membership	109.00	Came & Company	100668	Insurance	356.53	CTL Property	100669	Maintenance	895.00	NCALC	100670	Membership	522.27	Parish Clerk	100671	Expenses	84.80			
Parish Clerk	100633	Salary	308.90																																							
HMRC	100664	PAYE	77.80																																							
Cllr V Sampson	100665	Travel	18.56																																							
Rogers Quickprint	100666	Parish News	294.00																																							
SLCC	100667	Membership	109.00																																							
Came & Company	100668	Insurance	356.53																																							
CTL Property	100669	Maintenance	895.00																																							
NCALC	100670	Membership	522.27																																							
Parish Clerk	100671	Expenses	84.80																																							
			£2666.86																																							
846/20 To receive the Clerk’s report a) Update on Coronavirus special measures b) Update on Council elections and vacancies c) To confirm continuation of councilors period of office d) Review of Current Advertisement policy in Parish News e) Mears Ashby Parish Clerk		a) The meeting was advised of all the measures that had been put in place relating to Coronavirus. The Council wished to record they’re thanks to the Clerk and all the volunteers from the village who had offered their help and assistance. Concern was expressed about App posted to residents. ACTION To be forward to police for investigation b) It was confirmed that the election has been postponed until May 2021. Current vacancy had now been notified. c) It was CONFIRMED that all current councillors will continue in office until further notice d) The Parish News advertising policy during Coronavirus, previously circulated was CONFIRMED e) The meeting was advised that the Clerk had now been appointed as the Parish Clerk for Mears Ashby Parish Council																																								

847/20 To receive and consider the planning report a) To consider the planning report b) PAG Report – c) NPSG Update -	a) The planning report was considered. ACTION height of BT mast on Brackmills to be established. GHPFA pre-planning application was being processed with South Northants District Council b) There was no PAG report c) The meeting was advised that the Neighbourhood Plan area designation was being processed with NBC planning department
<i>Planning report previously circulated and accessible at www.greathoughton.org.uk</i>	
848/20 To receive Report on village maintenance matters: a) General maintenance issues – Dog Bins – grass cutting – Pocket Park maintenance b) Closure of The Green for pothole repairs	A) The meeting was referred to correspondence received from resident regarding chain-link fence repairs. Contractor hoping to start work in next two weeks. B) The meeting was referred to correspondence regarding closure of road for pothole repairs again with no prior warning.
849/20 To receive updated report on traffic management issue a) Community Speed Watch-update	a) The meeting was advised that all matters postponed due to Coronavirus. No further traffic reports received.
850/20 To consider and determine any further Coronavirus special measures a) To consider and determine arrangements for Annual Parish & Council meeting b) To consider current payment methods and determine any changes (on-line)	a) It was RESOLVED that the annual parish and annual parish council meeting be put back until June 2020 when hopefully measures will have ended allowing physical meeting to take place. b) It was RESOLVED that ability to make payments online should be established at earliest opportunity. ACTION signatories to make enquiries with HSBC Bank
851/20 To consider the monthly public messages.	To stay Safe and well and maintain social distancing Sincere Thanks to all village volunteers, NHS and all other front-line staff for the excellent work and commitment to everyone's wellbeing

Video Conference ended at 8.25pm

Signature.....

Dated.....

Appendix A

Today we had our first Cabinet meeting by Zoom and was streamed “live” on “You Tube” should you wish to watch this meeting. This was apparently a successful first for a local authority and made it onto national BBC News.

Cabinet papers for today as usual can be found on our website. These are accessible at least 5 working days before Cabinet which is run every month. Do please input as you see fit. In essence we are in period 11 of reporting and the finances show that for a second year in a row we are working within Budget meeting our statutory duties whilst also replenishing our reserves as laid down in statute. During this terrible crisis we have over 2000 staff working from home, whilst the remaining are coming into the office to work on Covid Response activity.

As you would expect not everybody was able to take the bank holiday weekend off and we say thank you once again to all those people who continued to provide critical frontline and incident response services over the weekend.

As well as providing our most vulnerable residents with the support and help that they need during this difficult time, we have also continued to see some extraordinary partnership working across council employees (Borough and District) the police, fire, our military partners and many contractors this weekend in ensuring that the county is prepared for all eventualities.

We have been looking at the emergency response that we have been required to provide as part of the ongoing situation and how this needs to be staffed. To date, 138 employees have been redeployed to support our incident response and we thank everybody who has been flexible and supportive in enabling this to happen quickly and smoothly.

The scale of what we are dealing with as a result of COVID-19 is extreme and in order to ensure that we can coordinate a county wide response, we have set up an Incident Control Room at Angel Square.

Incident Control Room

The Incident Control Room is responsible for managing key actions assigned to the County Council relating to the pandemic, and ensures work taking place as part of this is in line with NCC’s critical priorities.

NCC have also established a number of lead ‘cells’ – which is Emergency Planning terminology - to ensure that we are able to deliver these priorities and focus on the key areas of activity expected. There are also our care teams which are impacted directly and specific business teams that support our Covid response.

These cells operate on a rota basis over either a five or seven day week depending on the need.

As we move through the following weeks and months, it is likely that we will need to ask more employees to take on duties which are different to their current roles.

Redeployees will initially be selected based on capability and skill set to undertake the role, and we will aim to fill roles and rotas voluntarily wherever this is possible.

NCC will be focusing on further support to the Incident Control Room as well as supporting our frontline services.

Of particular Concern: Adults in Care homes and Vulnerable Children.

Elizabeth Bowen