

SEATON PARISH COUNCIL MEETING
20th JANUARY 2021
HELD REMOTELY (CORONAVIRUS) 7pm

Present:

Mr N Greenfield Chairman

Mr D Coop

Mr R Clarke

Mrs C Lammie

Mrs S Machin

In attendance:

Mr John Hill Clerk

MINUTES

1. APOLOGIES:

None.

2. DECLARATIONS OF INTEREST:

None.

3. MINUTES OF THE PREVIOUS MEETING:

Councillor Greenfield suggested an amendment confirming that other members of the public would have the opportunity to attend meetings on highways issues as appropriate. On that basis, and a proposal by Councillor Coop, seconded by Councillor Clarke, the Minutes of the meeting of 16th September 2020 were duly signed as a correct record with the approval of all present.

4. MATTERS ARISING (NOT ON THE AGENDA):

Undergrounding power lines: This process is now moving forward and should be completed in the Spring. Members thanked Councillor Clarke for donating a fee of £270 to the Parish Council towards Play Area Refurbishment. The cheque has now been paid in.

Regulation 19 Planning: Councillor Greenfield will keep a watching brief on this issue.

5. THOMPSON'S FIELD:

Grass cutting:

The current contractor, Biffa, has raised the price per cut for the Playing Field by 2% to £33.78 (from £33.12) for 2021. Cutting the allotment path grass would be £18.36/cut. These figures exclude VAT.

On a proposition by Councillor Coop, seconded by Councillor Greenfield, Members agreed to retain Biffa's services for the 2021 season. Councillor mentioned that, in some instances, the strimming operation has been 'heavy handed'.

The Clerk was asked to raise this with the contractor

Play area development, resurfacing and equipment refurbishment:

With the redevelopment of the Children's Play Area now in an advanced state, Members noted with thanks the generous donation by John Mulheron in memory of his son which enabled new equipment, particularly the Cone Climber, to be purchased. **The Clerk will convey this update to Mr. Mulheron.**

Councillor Greenfield reported that work is under way by Wicksteed on Phase 2 of the redevelopment of the Play Area and the Zip Wire and Cone Climber should be fully installed by 29th January 2021.

Without any change to the overall price, 'Wet Pour' will replace the green matting option as the Junior Swing base.

The installation of the Petanque pitch by Odd-jobs (John Mayfield) will now take place in the Spring but will not affect the grant payment schedule. There was a debate about the overall size of the pitch. This will be finalised in conjunction with John Mayfield.

New signage must be in place for the opening. **Councillor Greenfield will follow up on the rules, particularly age limits for the Zip Wire.**

Councillor Lammie will produce a new checklist for the four-weekly inspections of the Play Area.

6. INSURANCE:

The Parish Council's insurance broker has indicated a large increase in annual premium due to the addition of the new items on the Play Area, particularly the Zip Wire, which will also elevate the Public Liability premium considerably. Due to the 'Average Condition' clause, the insurers are insisting that the premium covers the total value of all items. **The Clerk was asked to see whether the insurers would look at a 'First Loss' basis for a reduced premium but otherwise there would be no alternative but to accept the increase since the Parish Council has a further two years of a long-term agreement with Came & Co.**

7. FINANCIAL MATTERS:

Accounts update:

Petty Cash	£63.86
Current Account	
Nationwide	£13614.91 + interest
West Brom	
Deposit Account	£64.77 + interest

Payments:

Members approved the following **retrospective** payments on a proposition by Councillor Greenfield, seconded by Councillor Clarke:

Augean – CTP payment for grant 2 – play area work	£1425.00
HAGS – Funnel Net Assembly – play area	£1480.80
Odd-Jobs Funnel Net installation	£198.00
Wicksteed – play area work (deposit)	£4030.76
Playsource – Multiplay roof and mulch surfacing	£11004.70
Biffa - Grass cutting	£238.46
Black Velvet - Mole clearing	£48.00
HMRC PAYE 4th Quarter Tax	£95.00

and new **payment** on a proposition by Councillor Coop, seconded by Councillor Clarke:

*Clerk's half-year salary £760.00

*Whilst holding the salary at the current level for the coming year, Members suggested that, in view of the extra work generated by GDPR, increased regulatory requirements and the Play Area project, the Clerk should review hours worked over the next 12 months.

Allotment rent review:

On a proposition by Councillor Clarke, seconded by Councillor Coop, Members resolved to raise allotment rents by £1/plot for the 2021 season: small plots £17; medium plots £27 and large plots £37. A more fundamental review would take place next year.

Budget & Precept for 2021/22:

The Clerk had drawn up and circulated a Draft Budget for 2021/22 which resulted in an indicative Precept requirement of £4,300. However, due to expenditure on the Play Area improvement project, capital reserves are minimal.

Members agreed that it would be prudent to make an adjustment of £500 to replenish the capital balance allowing for additional physical works to be undertaken as necessary on the Parish Council's assets. Therefore, on a proposition by Councillor Coop, seconded by Councillor Greenfield, all agreed to accept the Draft budget, and set the level of Precept for 2021/22 to £4,800.

Audit arrangements for 2020/21 accounts:

Members agreed to use the services of Sue Fox, to carry out the internal audit of SPC accounts.

8. HIGHWAYS ISSUES:

Traffic through Seaton:

Councillors Clarke and Greenfield had attended a meeting with Rob Baxter of RCC Highways Department to discuss traffic issues. It was agreed to remove the white line outside No. 4 Main Street and restore markings to the previous state.

Councillor Greenfield reiterated the residents' concerns about traffic speed at the West End of the village and their wish to see remedial measures put in place. It was agreed that, whilst being aware that there is disagreement as to the methodology,

Councillor Greenfield will raise this again with Rutland County Council.

9. PLANNING:

2020/1358/FUL: Stone Lodge – West Farm. The Parish Council's objections have been sent in.

2020/1218/FUL: 6 Moles Lane. No Parish Council response and no resident attendees at the meeting.

10. COVID 19:

Members considered that people should be notified that Rutland County Council is reopening the Good Neighbour scheme. Thanks go to Helen Coop and Karyn Slatter and also to Katherine Sale and Councillor Lammie for the Pharmacy collections.

11. DOG FOULING:

The Members discussed complaints about dog fouling in the village and the request for extra bins for dog mess.

It was generally considered that the two black bins that are emptied weekly plus the bin on the playing field are sufficient. **Councillor Greenfield will move the field bin into the lane to improve accessibility. He will also put an item regarding this issue on the website.**

12. ANNUAL RISK MANAGEMENT REVIEW:

After review of the precirculated document, Members were in favour of a proposition by Councillor Coop, seconded by Councillor Lammie that the changes suggested by the Clerk regarding the Play Area equipment and inspections and the running of digital meetings should be adopted.

13. ALLOTMENTS:

Tenancies:

At least two plots will become vacant in the coming season. Members are aware of one resident who is interested. **The vacancies will be advertised on the website. Philip Lindley will not be cutting the grass on the allotment paths in the coming season and the Council's contractor Biffa will be asked to do so.** Mr. Lindley has also requested that the trees which are encroaching on his remaining plot be cut back. **He will be consulted, along with Odd-jobs (John Mayfield) to assess the work needed.**

Risk Assessment:

On a proposition by Councillor Coop, Seconded by Councillor Machin, Members agreed to keep the Allotment Risk Assessment as it is, apart from a change of date.

14. GENERAL DATA PROTECTION ACT REQUIREMENTS:

Work to bring Seaton Parish Council into full and continuing compliance is ongoing.

15. CORRESPONDENCE:

Correspondence tabled: None

16. DATE OF THE NEXT MEETING:

The next Parish Council meeting will be held remotely on Wednesday 24th March 2021, 7.00pm.

The meeting closed at 20.58 hrs.