



PERRY PARISH COUNCIL

Minutes of the Perry Parish Council Meeting held at 1900 hours on Wednesday 4th October 2023 at the Grafham Water Sailability Clubhouse

Present:

Parish Councillors: Chairman Sheila Brighton (SB), Vice Chairman Eleanor Abbs (EA), Jo Shirreffs (JS), Chris Jones [as of item 23/71]. The meeting was quorate.

District Councillor: Stephen Cawley (SC)

Members of the public: six

Clerk to the Council: Eugene Smith (ES)

23/69 Apologies

Parish Councillors Nigel Noon and Emma Prew's apologies were approved.
County Councillor Ian Gardener's apologies were received.

23/70 Report from District Councillor

SC delivered his report, which is attached as Appendix One.
EA asked if SC had heard anything regarding HMP Littlehey, SC hadn't but will make enquiries (see also item 73/76/a).

23/71 Appointment of a councillor

Motion proposed by EA and seconded by JS. Chris Jones was appointed as a councillor of Perry Parish Council by unanimous vote of the council.

23/72 Open forum for public participation

Arrangements for daffodil planting (minute ref. 23/6/d) were discussed.

Action: ES to liaise with Ann Jackson.

The possibility of replacing some of the trees on The Drive was discussed.

Action: ES to contact HMP Littlehey.

The Platinum Jubilee oak planted by Anglian Water has died.

Action: ES to contact Anglian Water to ask if it will be replaced.

23/73 Councillors' declarations of interest for items on the agenda

EA declared an interest regarding item 23/81/e.

23/74 Minutes of the previous meeting

The minutes of the Perry Parish Council meeting held on 13th September 2023 were approved as a correct record and signed by the Chairman.

23/75 Clerk's report

Attached as Appendix Two.

23/76 Parish / village matters

a) HMP Littlehey developments
The possible expansion and lack of consultation with or information to residents, and the associated upset and unease were discussed.
Action: ES to write to the Governor.

b) Overgrown garden
Action: Contact to be made with relevant resident.

23/77 Events Working Party

- a) JS provided a progress report.
- b) Summer 2024 event
- i) The £250.00 deposit to secure Banquet Inn Bars was **approved**.
Action: ES to book Banquet Inn Bars.
 - ii) The earmarking of £250.00 for a band was **approved**.
- c) JS provided an update on arrangements for Remembrance Day (Saturday 11th November, observed on Sunday 12th). It was **agreed** that the parish council would purchase a poppy wreath.

23/78 Highways, pavements and traffic

- a) Local Highways Improvement (LHI)
- i) The procurement of a speeding survey was **approved**.
Action: ES to procure.
 - ii) ES advised the council of the advantages of consultation.
Action: ES to add to November's agenda.
- b) Parking on Crow Spinney Lane
While the problems this cause were acknowledged, it was **agreed** that since the road is owned by the Ministry of Justice there is no productive action parish council can take.

23/79 Update on meetings and training attended

JS attended a CAPALC (Cambridgeshire and Peterborough Association of Local Councils) councillor training course in September.

ES attended a Certificate in Local Council Administration (CiLCA) training course, run by CAPALC, in September.

23/80 Council administration

- a) The resignation of Martin Wilson as a councillor of Perry Parish Council was **noted**.
- b) The following amendments to item 6.4 of Perry Parish Council Financial Regulations were **approved**:

From:

Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by two members of council. A member who is a bank signatory having a connection by virtue of family or business relationships with the beneficiary of a payment, should not, under normal circumstances, be a signatory to the payment in question.

To:

Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by two members of council. The council shall maintain three bank signatories.

23/81 Finance

- a) The bank reconciliation for Quarter One (April – June 2023) was **noted**.
- b) It was **approved** that EA would become a signatory for the Perry Parish Council Unity Trust bank account.
- c) It was **approved** that JS would become a verifier of Perry Parish Council bank reconciliations.
- d) A payment of £210.00 made to the British Legion on 20th September 2023 for the remembrance statue was **noted**.
- e) The following payments were approved / ratified (signified by*):

- Antony Abbs (Four Seasons, grass cut seven): **£220.00**
- Eugene Smith (stationery, first aid and litter pick materials): **£106.26**
- Grafham Water Sailability (clubhouse use for September's PPC meeting): **£30.00**
- Perry in Bloom: **£54.75**

- Eugene Smith (clerk's salary September 2023)*: **confidential**
- Eugene Smith (home working allowance September 2023)*: **£26.00**
- Colin Beesley (handyman's wages September 2023)*: **confidential**
- HMRC (September 2023)*: **£46.00**

23/82 Agenda items for the next Perry Parish Council meeting

No additional items. Items must be received by the clerk no later than Monday 30th October 2023.

23/83 Date of next Perry Parish Council meeting

Wednesday 8th November 2023 at 1900 hours.

23/84 The motion to exclude the public and the press was **approved**.

23/85 Personnel review

a) The purchase of a mobile phone for the clerk's council business was approved.

Action: ES to purchase.

b) Arrangements for the clerk's study time for the CiLCA course were **agreed** and a learning agreement was signed.

Meeting closed at 2039 hours.

END OF MINUTES

APPENDICES

APPENDIX ONE - Report from District Councillor Stephen Cawley

(awaits)

APPENDIX TWO - Clerk's report

- Gaynes sign to be installed by end of November 2023
- Remembrance statue has arrived
- Rabbits – Anglian Water say they have no plans to control them and the sailing club haven't noticed larger numbers but have informed Anglian Water
- First Aid kit has arrived
- Email received 29/09/2023 saying that the defibrillator may have been used – it doesn't appear to have been and is currently active
- Website updates and revamp will take place gradually, a message is on the website stating this
- Damaged sign near Buckden gates has been reported and will be fixed within three months
- The Christmas tree installation will be requested for 1st December, events working party to consider a ceremony or similar

END OF APPENDICES