

Minutes of a Meeting of the Full Council, Yaxley Parish Council held in Queens Park Hall, Daimler Avenue, Yaxley on 12th April 2022 at 7.00pm.

Present:- Councillor R Butcher – Chairman;

Councillors D Chapman, R Doncaster, E Gilchrist, K Gulson, D Hitchcock, J Lusted, G Needham, D Porteous, S Sanderson and A Wood.

In attendance – Mrs H Taylor (Clerk).

FC129. APOLOGIES

Apologies for absence from the meeting were received and accepted on behalf of Councillors A Knight, McMullon, A Minns, M Oliver and P Russell.

FC130. DECLARATION OF INTERESTS

None

FC131. MINUTES

Councillor E Gilchrist proposed approval of the Minutes of the meeting of the Council held 8th March 2022. This was seconded by Councillor A Wood and **RESOLVED** unanimously.

FC132. PUBLIC PARTICIPATION

No Member of the Public wished to speak.

FC133. COMMITTEE REPORTS

FC133.1 PLANNING COMMITTEE

The draft Minutes of the Planning Committee held on 8th March 2022 were received and noted.

FC133.2 PROPERTY COMMITTEE

Members received and noted the draft Minutes of the Property Committee held on 22nd March 2022.

FC133.3 PERSONNEL COMMITTEE

The draft Minutes of the Personnel Committee held on 22nd March 2022 were received and noted.

FC134. ANNUAL PARISH MEETING OF THE ELECTORATE

Members received and noted the draft minutes of the Annual Parish Meeting held on 8th March 2022.

FC135. MODEL COUNCILLOR CODE OF CONDUCT

By way of a report by the Clerk, (a copy of which is appended in the Minute Book), Members were advised that Huntingdonshire District Council had adopted a revised Model Code of Conduct by the Local Government Association. Having considered the contents of the revised code and given the advantages of adopting the same code as the monitoring authority, Councillor A Wood proposed the adoption of the LGA's Model Code of Conduct with effect from 1st May 2022. This was seconded by Councillor J Lusted and unanimously **RESOLVED**.

FC136. RISK REGISTER

With the assistance of a report by the Clerk (a copy of which is appended in the Minute Book) Members reviewed the Parish Council's Risk Register. Whereupon, it was proposed by Councillor K Gulson that Councillor D Chapman be authorised to sign the Register. This was seconded by Councillor J Lusted and **RESOLVED** unanimously.

FC137. POLICIES AND PROCEDURES

Following a review by the Policy and Procedure Working Group, Councillor D Chapman proposed that the contents of a new Social Media Policy and the following updated documents be approved:

- Publication Scheme;
- Tree Management Policy;
- Personnel Committee Terms of Reference;
- Planning Committee Terms of Reference;
- Community Facilities Committee Terms of Reference; and
- Property Committee Terms of Reference.

This was seconded by Councillor R Doncaster and unanimously **RESOLVED**.

FC138. BUDGET V ACTUAL

Members received and noted a budget monitoring report (a copy of which is appended in the Minute Book) showing the position of the budget as at 31st March 2022 compared to that agreed. At the same time, consideration was given to a small grants application for £250 towards the Library's Summer Reading Challenge. Whereupon, it was proposed by Councillor R Doncaster, seconded by Councillor D Hitchcock and unanimously **RESOLVED** that the application from the library be approved to be funded from the Section 137 Budget.

FC139. BANK RECONCILIATION STATEMENT

Councillors received and noted the contents of the Bank Reconciliation Statement as at 31st March 2022 (copies of which are appended in the Minute Book).

FC140. ORDERS FOR PAYMENT

The schedule of payments made since the previous Full Council meeting, which included details of the purchase ledger cheques requiring payment, (copies of which is appended in the Minute Book) was proposed by Councillor D Porteous, seconded by Councillor J Lusted and **RESOLVED** unanimous vote to be paid.

FC141. REPORTS FROM REPRESENTATIVES

Councillor K Gulson reported on the use of the Community Fridge which continued to grow with over 60 bags being handed out every Wednesday and Friday. The Fridge had also assisted other community groups including Mary's Child at Farcet and Peterborough Homeless helpers.

Members raised the problem of cars parking inconsiderately around the village, particularly on or near to junctions. The Clerk suggested that any issues be reported to her so that she could compile a list to be sent to the Local Highways Officer at Cambridgeshire County Council.

FC142. PARISH COUNCIL ELECTIONS

The Clerk reported that due to the Parish Council having fewer candidates than the 17 seats available, those 13 existing Parish Councillors who have submitted their forms will be elected unopposed and will make up the council after 5th May. The remaining vacancies can then be filled via co-option.

The Chairman paid tribute to the efforts of Councillors Denise Hitchcock and Gavin Needham who had decided not to stand for re-election. Councillor Needham was Vice-Chairman of the Community Facilities Committee and the Property Committee and volunteers at the Community Fridge project. Councillor Hitchcock served on the Personnel Committee bringing a great deal of experience as Magistrate to the role. Councillor Butcher thanked them for serving the community.

FC143. EXCLUSION THE PRESS AND PUBLIC

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting. It was proposed by Councillor J Lusted and seconded by Councillor D Chapman that the meeting should be closed to the press and public at 7.25pm.

FC144. REPLACEMENT OF CEMETERY FENCE, DOVECOTE LANE

With the assistance of a report by the Clerk (a copy of which is appended in the Annex to the Minute Book), attention was drawn to three quotes received to replace the cemetery fence on Dovecote Lane. Having considered the information before them, Councillor D Porteous proposed that the quote from A K Fencing to supply and erect close board fencing with concrete posts be accepted, the cost to be met from the General Reserves. This was seconded by Councillor J Lusted and unanimously **RESOLVED**.

FC145. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting. It was proposed by Councillor D Porteous and seconded by Councillor J Lusted that the press and public should be readmitted to the meeting.

Meeting closed at 7.40pm

Signed

Chairman.