

ABBOTS RIPTON PARISH COUNCIL

Parish Clerk/Responsible Financial Officer – Mrs Emily Pacey
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MINUTES 5th April 2022

A Meeting of Abbots Ripton Parish Council was held on 5th April 2022 at 19.15pm in Abbots Ripton Village Hall.

Present: Cllr G Richardson (chairman), Cllr J Leaver (vice chairman), Cllr S Brown, Cllr C Miller & one member of the public.

Emily Pacey – Clerk and Responsible Financial Officer to Abbots Ripton Parish Council.

12/04/2022

- 01/04/22 To receive and approve apologies for absence.**
Cllr J Hemsley & Cllr D Brennan sent their apologies.
- 02/04/22 To receive declarations of interest.**
Cllr J Leaver – Matters pertaining to Little Ran & Queens Platinum Jubilee
Cllr C Miler – Matters pertaining to the Estate
- 03/04/22 Public Participation.**
No members of the public joined in the meeting.
- 04/04/22 To receive and approve the minutes of the previous meetings held on the 1st March 2022.**
All were in favour and it was **RESOLVED** to approve the minutes of the meeting held on the 1st March 2022.
- 05/04/22 Matters arising or carried forward from the previous meeting.**
None.
- 06/04/22 Reports from County and District Councillors.**
Nothing to report.
- 07/04/22 To approve schedule of payments for 31st March 2022.**

PAYEE	DESCRIPTION	AMOUNT
Bullguard	Internet security	£49.99
Clerk	Payroll - March 2022	£323.56
Clerk	Payroll - Backpay due to pay scale increase	£62.40
Clerk	Reimbursement of filing cabinet	£150.00
Cambridgeshire CC	LHI 20/21 - HCV Survey	£329.40
Caddy Services	Jubilee Gardens Mainenance 21/22	£660.00

It was **Resolved** that the above payments were approved to be paid, and **All** were in Favour.

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08/04/22 To approve schedule of payments for April 2022.

PAYEE	DESCRIPTION	TOTAL
Beam	Grass verge cut - order 1	£152.00
Drax	Electricity Bill April	£60.10
Clerk	Payroll - April	£263.16
HMRC	Tax - April	£65.60
CAPALC	Membership	£206.54

It was **Resolved** that the above payments were approved to be paid, and **All** were in Favour.

09/04/22 Consideration and approval of Annual Governance Statement Part 1 (Agar 2021/22)

The Annual Governance Statement sets out the assurances that Members are required to attest to in Section 1 of the Annual Governance & Accountability Return 2021/22 (otherwise known as the AGAR), together with qualification of each section to enable the Council to provide the required assurance over the signatures of the Chairperson and the Clerk.

This was considered and approved in advance of the Accounting Statements- Section 2 of the AGAR.

It was **RESOLVED** that: -

The Annual Governance Statement as detailed was considered and approved by the Members for signature by the Chairman and the Clerk prior to the approval of the accounting statements.

10/04/22 Approval and consideration of Accounting Statements, Annual Return and Certificate of Exemption (Part 2 Agar 2021/22)

The purpose of this report was to recommend approval of the Accounting Statements - Section 2 of the Annual Governance & Accountability Return for 2021/22 (otherwise known as the AGAR 2021/22), to approve the Certificate of Exemption & to deal with the content of the Annual Return for the year to the 31st March 2022.

The Accounting Statements (Section 2 of the AGAR) was to be considered and approved after the approval of The Annual Governance Statement (Section 1 of the AGAR).

It was **RESOLVED** that: -

[i] The detailed accounts and analyses for 2021/22, as submitted, was approved.

[ii] The Accounting Statements Section 2 of the AGAR was certified by the Financial Officer and endorsed by the Chairman on approval after the approval of the Annual Governance Statement Section 1 of the AGAR.

[iii] The Certificate of Exemption was certified by the Financial Officer and endorsed by the Chairman.

The Clerk confirmed that the approved end of year documents would be sent to the internal auditor for him to carry out his audit checks and report.

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- 11/04/22** **Planning Application Update.**
(No Planning Applications Received)
<https://publicaccess.huntingdonshire.gov.uk/online-applications/>
- 12/04/22** **To approve pay grade increase for clerk as per National Joint Council for Local Government Services (NJC) has agreed.**
It was agreed and approved by members of the PC for the clerk's pay grade increase of 1.75% as per the National Joint Council agreed.
- 13/04/22** **No Mow May.**
It was agreed and approved by members of the PC Abbots Ripton Parish Council **would not** support No Mow May, the reason for this is that they feel there are enough wild flowers around the parish and it is not in the best interest for the parish.
- 14/04/22** **Local Government Association Model Code of Conduct.**
It was agreed and approved by members that Abbots Ripton PC would adopt the Local Government Association Model Code of Conduct.
- 15/04/22** **Health and Safety: To receive an update.**
The clerk advised members she will chase Highways regarding the health and safety issues that were raised at the last meeting.
- 16/04/22** **Correspondence and Communications.**
- The arm of the bench at Wennington has rotted – the clerk advised members she will obtain a quote for the replacement of the arm.
 - Cllr Miller advised Gavin Smith from the Estate has completed a tree inspection around the parish and an official report of his findings will be published in due course.
 - It was agreed and approved by members of the PC for the clerk's computer screen to be fixed. This is an estimated cost of around £170.00.
 - It was agreed and approved by members of the PC **not to** participate in the flower display for the church for the Queens Platinum Jubilee.
 - It was agreed and approved by members of the PC they would donate £150.00 to Little Ran magazine and Cllr Richardson would write a piece on introducing the Parish Council and their achievements.
 - It was agreed and approved by members of the PC they would sponsor the giving of a mason jar with inscription to every child in the school and village for the Queens Platinum Jubilee. This is an estimated cost of around £120.00.
 - Due to Covid 19 the purchase of two picnic benches (previously approved) for the Jubilee Gardens was put on hold. The PC would now like to go ahead with the purchase of these benches, the clerk advised members she will obtain quotes.
 - It was raised by members of the PC what the current situation is for the street lights switching on and off and if they were on a timer. The clerk advised members she will contact Drax (street lighting company) to find out.
 - Cllr Miller advised if there was an update on defibrillator training, the clerk advised due to Covid 19 the training was online. However now restrictions have been lifted this might have changed. She advised she will look into this again.

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- Cllr Leaver advised there is no update from Urban and Civic regarding flooding.

17/04/22 **Proposed 2022 dates for Parish Council meetings.**
10th May 2022.

18/04/22 **Items for next agenda.**
None.

CLOSE OF MEETING – 09:00pm