**020**

Draft Minutes of the Parish Council Meeting of Toft Newton Parish Council held via remote electronic meeting Zoom, on Tuesday July 7th at 6.00pm

Those present: Councillors R Nelson, L Bebbington – Colbourne, M Colbourne, S Orr, B Kent, R Gibbs.

In attendance: J Waite (Clerk)

**1To receive apologies and reasons for absence Ref** **20/26**

Cllr D Pavia,

**2To receive declarations of interest under the Localism Act 2011 – being any pecuniary or** **non-pecuniary interest in agenda items not previously recorded on Members’ Register of Interests. Ref 20/27**

None given

**3 To approve draft minutes of the Meeting of the Parish Council, held on 5th May 2020. Ref 20/29**

Resolved to approve as a true record.

Proposed Cllr S Orr Seconded Cllr M Colbourne . All in favour.

**4 Public Questions Ref 20/30**

No questions raised.

**5 Clerk’s report Ref** **20/31**

It is planned to have the September meeting at the hall, following social distancing guidelines, as the hall has now been risk assessed and have Covid requirements in place.

The Social media policy was reviewed and approved

Proposed Cllr L Bebbington – Colbourne. Seconded Cllr R Gibbs. All in favour.

The Communications policy was reviewed and approved

Proposed Cllr M Colbourne. Seconded Cllr S Orr. All in favour.

The community Green Spaces Group have planted 35 trees on the playing field, in positions which were temporary - they have now requested this to be permanent. Council will be responsible for the public liability for these trees and should have been fully consulted before anything was planted, as the Clerk requested in an email to the group on 7th April 2020. Cllr Nelson to check on the covenant for the playing field as to what can be planted , if anything. Council would also possibly need permission from Sport England.

The group have been asked to make no further changes until a meeting can be arranged to look at the proposals.

Some of the verges are owned by the Social Club – areas between the path and houses.

Areas between the path and road are owned by LCC, and are their responsibility to cut. No structures or planting can be placed on these areas. A bench has been placed on LCC verge

**021**

and will need to be removed as there is no permit to have a structure applied for. The bench is home made and would be an insurance risk in terms of the councils public liability.

The trees, allotments and the shed need to be added to the inspection items for the playing field.

LALC councillor training is now on line. Cost of £22.50 plus VAT for each councillor.

Clerk to book 6 places.

Proposed Cllr M Colbourne. Seconded Cllr R Gibbs. All in favour.

**6. Financial Matters Ref 20/32**

**To be paid by BACS**

Salaries £382.16

Clerks Expenses and Disbursements £30.00

Green Grass Contracting – invoice 2412 and 2428 £74.64

Zurich Insurance £1056.79

Newtoft Community Green Spaces donation £500.00

**To be paid by cheque**

None

Resolved to approve payments.

Proposed Cllr L Bebbington – Colbourne Seconded Cllr S Orr. All in favour

The date for the external audit has been pushed back to 1st September

**7 Planning applications and decisions received Ref 20/33**

Application 141139 – No comments or objections

Application 141261– No comments or objections

Planning enforcement are aware of an issue about a breech of planning inview of a motore home parked on an area of land without permission.

**8 Parish matters – To receive any report or consider any appropriate action Ref 20/34**

A) Grounds Maintenance - lamp 8 is still not working.

B) Allotments - Clerk has sent out invoices for rent 20/21 and some rents have still to be paid. There are now 2 spaces available.

C) Play area - A request for clearer signage to be place at the entrance to the field to state that dogs are not allowed on the field.

**022**

Clerk to order signs. Problems with weeds on the playarea, and this will need sorting and a barrier putting in before the new bark can be put down.

**9 To receive general comments from members for consideration on the next agenda. Ref 20/35**

End of Year accounts

External audit approval

**10** **Date and Time of next meeting -**

Tuesday 1st September 2020 at 6.00pm, to be held at the hall.

Meeting closed 7.10pm.