

# LAXTON PARISH COUNCIL

[www.laxtonpc.org.uk](http://www.laxtonpc.org.uk)

Clerk: Alan Bravey, 3 Ruskin Way, Brough, East Riding of Yorkshire, HU15 1GW  
Telephone: 07932 016856 Email: [laxtonpc@btinternet.com](mailto:laxtonpc@btinternet.com)

01/01/2021

To: All Members of the Council

You are summoned to attend the meeting of **Laxton Parish Council** that will be held at the on **Wednesday 6 January 2021 at 7:00pm** to transact the business set out below. The meeting will take place via Zoom Video Conferencing because COVID-19 social distancing restrictions prevents the Parish Council from physically meeting. The Agenda is as set out below.

Members of the public and press are welcome to attend and may raise issues with the Council in the Public Participation period. Please click on the link below to join the meeting, or copy and paste into your browser:

<https://us02web.zoom.us/j/8820584062?pwd=Y0xZanNrSnEyTXhhNUpwaXFvTETXQT09>

You will be prompted to enter the meeting **ID 882 058 4062** and the meeting password **251120**. Alternatively, you can **join from your landline or mobile telephone** by dialling **0330 088 5830** and entering the meeting ID and password when prompted.

Members of the public and press are welcome to attend and may address the Council during the public participation section.

Yours sincerely



Clerk to the Council

## A G E N D A

1. To carry out a roll call and to receive apologies for absence
2. To record declarations of interest by any member of the council in respect of the agenda items below.
3. To receive and sign the Minutes of the Parish Council Meeting, held on Wednesday, 25 November, 2020 as a true and correct record

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4. Public Participation - to temporarily suspend the meeting to receive questions from the public.
5. To agree to reopen the meeting following suspension
6. To receive the minutes from the Personnel Sub-Committee meeting held on the 25 November and to accept the recommendations made by the committee.
7. To receive an update from the Clerk
8. To receive an update from Parish Councillors
9. To receive an update from Ward Councillors
10. To discuss the following correspondence:
  - i. Police Crime Commissioner, Newsletter
  - ii. Police Crime Commissioner, Consultation on setting policing priorities for additional policing teams:
  - iii. ERNLCCA, Newsletter
  - iv. Humberside Police, Newsletter
  - v. ERNLCCA, Planning Training Sessions:
  - vi. ERYC Planning Approval - Erection of a dual-pitched tiled roof, The Villa Station Road Laxton
  - vii. ERYC, Withdrawal of Planning Application: holiday cottage \ camping pod, Dairy Farm West Lane Saltmarsh
11. To raise any highways, dykes or drainage issues
12. To approve the schedule of accounts for payment
13. To agree the budget and precept for 2021/22
14. To agree any agenda items for the Parish Council meeting on Wednesday 27 December

## **LAXTON PARISH COUNCIL**

**7.00pm 25 November 2020**

**PRESENT:** Councillors Bray (Chair), Goulden, Newton, Sweeting and Yarrow.

Ward Councillor Bayram also attended.

Apologies were received from Councillor Collins.

Clerk: Alan Bravey

The Parish Council met virtually using Zoom due to the COVID-19 restrictions.

**66/20 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – There were no declarations of interest.

**67/20 MINUTES OF PREVIOUS MEETING – Resolved** – That the minutes of the meeting of the Council held on Wednesday 28 October 2020 should be amended to confirm that Councillor Yarrow had been appointed to the Personnel Committee, and then confirmed as a correct record and signed at a later date by the Chair.

**68/20 PUBLIC PARTICIPATION-** There were no members of the public present.

**69/20 CLERK UPDATE** – A retrospective variation planning application had been received for the former Garage on Front Street since the agenda was issued and comments were due before the next Parish Council meeting. It was agreed that the Clerk would reply under delegated powers. Parish Councillors were in support of the application because it had retained the former look of the building.

**70/20 PARISH COUNCILLOR UPDATE** – A local resident had converted their front garden for parking, but had not submitted a dropped curb application to East Riding of Yorkshire Council. It was agreed that the Clerk would write to the resident to let them know of East Riding of Yorkshire Council's requirements.

**71/20 WARD COUNCILLOR UPDATE** – Councillor Bayram provided an update on COVID-19, and in particular the impact on local schools, and on local government devolution plans.

**72/20 CORRESPONDENCE - Resolved** – (a) that the following correspondence should be received by the Council:

- i. ERYC, Positive Youth Grants
- ii. ERYC, Code of Conduct Training
- iii. Network Rail Re Gilberdyke Bridge
- iv. Humberside Police, Newsletter
- v. ERYC, Various COVID

- vi. East Riding Food Poverty Alliance, Storage of emergency food parcels
- vii. Resident, Land for Bee hives
- viii. Humberside Police, Newsletter
- ix. ERNLLCA, Newsletter

b) that it should be noted that the Village Hall Committee had agreed to accept the delivery of food parcels and that c) the Clerk would response to the request from a resident on potential locations to site bee hives.

**73/20 LAND NEAR TO THE ALLOTMENTS – Resolved** – It was resolved to i) delegate authority to the Clerk to let a piece of land near to the allotments on fixed term license for a peppercorn rent and to ii) register the land through land registry.

**74/20 COMMUNITY CHRISTMAS TREE – Resolved** – That the Parish Council would contribute £150 to the Village Hall Committee in part payment for a Christmas tree and lights.

**75/20 VILLAGE EMERGENCY TELEPHONE SYSTEM** – The VET system provided additional support to the two Parish defibrillators. If a resident needed support in collecting a defibrillator, or carrying out first aid, they could ring one phone number and the system would automatically ring the landline numbers of up to ten volunteers at the same time. The volunteer who picked up could then either accept the call or not. The system was now due for renewal. It was noted that VETS did not work on a mobile phones and had not been used in the previous five years. The Parish Council considered that reliance on land lines limited the effectiveness of the system and that there was a danger that using VETS might delay the vital 999 call. It was also considered that once the 999 call had been made, the operator was unlikely to release the resident and they would be unable to make any further calls.

**Resolved** – That the VETS system should not be renewed and that residents should be notified of the decision through the next newsletter.

**76/20 HIGHWAYS, DRAINS AND DYKES**– It was agreed that the Clerk would request a street sweeper for the parish. The road works as Skelton were noted.

**77/20 ACCOUNTS FOR PAYMENT – Resolved** – That the following accounts should be paid:

- i. Clerk, Salary – September and October - £127.56
- ii. HMRC - PAYE – September and October - £31.80
- iii. Laxton Victory Hall – Christmas tree -£150
- iv. ERYC - Street Lighting SLA - £305.66
- v. Zurich - Insurance Renewal - £257.60

**78/20 – 2021/22 BUDGET – Resolved** – i) To defer the agenda item until the Council Tax Base was released and ii) that the Clerk should purchase a replacement laptop from this year's fund rather than 2021/22 budget.

79/20 **ITEMS FOR NEXT AGENDA – Resolved–** i) That the next meeting would be held on the 6<sup>th</sup> January 2021 to agree the budget, and then on the 27<sup>th</sup> January 2021 as scheduled.

**SIGNED:**

**DATE:**

**LAXTON PARISH COUNCIL**

**Personnel Committee**

**25 November 2020, 6:30pm**

**PRESENT:** Councillors Goulden, Sweeting and Yarrow

Clerk: Alan Bravey

The Parish Council met virtually due to the COVID-19 restrictions.

1/20 **APPOINTMENT OF CHAIR** – That Councillor Goulden would chair the meeting.

2/20 **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – There were no declarations.

3/20 **MINUTES OF LAST MEETING - Resolved** - That the minutes of the meeting held on the 26 June 2019 should be accepted as a true and accurate record and signed by the Chair at a later date.

4/20 **TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960** - There were no members of the press or public present.

5/20 **CLERK ANNUAL REVIEW** - Members of the sub-committee and the clerk carried out a review of the clerk's activities and performance over the last twelve months. The impact of COVID-19 was discussed.

**Resolved** – that the Clerk should complete a Visual Display Assessment and submit to the Personnel Committee.

6/20 **NJC Salary Scale** - The Personnel Committee noted that the National Joint Council for Local Government Services (NJC) had reached agreement for the salary scale for 2020/21.

**Resolved** – That the Committee recommends to the Parish Council that it adopts the 2020/21 Grade 6 pay settlement figures for the Clerk post.

7/20 **DATE AND TIME OF NEXT MEETING** - It was agreed that the next meeting of the sub-committee would be set for May 2021.

**SIGNED:**

**DATE:**

**Laxton Parish Council**

**Accounts for Payment**

**December 2020**

**Payments made to be noted**

<b>Payee</b>	<b>Details</b>	<b>Total</b>	<b>VAT</b>
Zurich Insurance	Insurance Premium	£257.60	0
Dixons Retail	HP Pavillion 14 I5 Laptop	£528.99	£88.16
Clerk Expenses	Office 2019 Home and Business	£54.99	0

**Payments to be Authorised**

<b>Payee</b>	<b>Details</b>	<b>Total</b>	<b>VAT</b>
Alan Bravey	Salary – December	£131.04	0
HMRC	PAYE – December	£37.80	0

# Laxton Parish Council Proposed Budget 2021/22

	2017/18		2018/19		2019/20		2020/21		2021/22
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Forecast	Proposed
Salaries / N.I.	1800	1,733.40	1850	1,883.68	1887	1887.00	1943.56	1943.56	1966.08
Training Budget	400	18.75	200	90.00	150	100.00	150	100.00	100
Postage/Stationery / Printing / IT	220	263.45	250	217.92	250	250.00	255	613.17	250
Councillor Mileage & Subsidence	60	18.90	60	26.65	60	60.00	50	50.00	50
Insurance	300	257.50	280	257.60	280	260.00	260	257.60	260
Seats / Bins / Notice Boards / Phonebox	0	0.00	0	377.16	0	350.00	0	0.00	400
Room Booking / Village Hall Rent	251.16	600.00	300	200.00	300	200.00	250	100.00	200
Grants	250	469.50	400	305.00	400	400.00	470	150.00	1000
Emergency equipment	100	100.00	100	0.00	100	100.00	100	352.00	350
Public Works Loan	3141.44	3,141.44	3141.44	3,141.44	3141.44	3141.44	3141.44	3141.44	3141.44
Subscriptions	350	325.63	350	570.19	350	0.00	300	319.58	330
Audit	160	160.00	175	170.00	175	175.00	175	175.00	175
Lighting SLA	275	249.72	285	249.72	285	300.00	300	254.72	260
Election Costs	0	0.00	0	0.00	0	0.00	0	0.00	0
Drainage Rates	2.33	2.83	3	2.89	3	2.98	3	3.07	3
Allotments	50	0.00	50	0.00	50	0.00	150	0.00	0
Contingencies	0	5.00	67.28	67.28	30.28	5	100	5.00	5
Community Led Plan	0	3,152.00	0		0	0.00	0	0.00	0
<b>Total Expenditure</b>	<b>7359.93</b>		<b>7511.72</b>		<b>7461.72</b>	<b>7231.42</b>	<b>7648</b>	<b>7465.14</b>	<b>8490.52</b>
<b>Income</b>									
Precept	7209.93		7361.72		7361.72	7361.72	7508	7508	7545
Allotment Rent	150		150		100	140	140	140	140
Grant	0		0				0	0	0
Reserves									805.52
<b>Total Income</b>	<b>7359.93</b>		<b>7511.72</b>		<b>7461.72</b>	<b>7501.72</b>	<b>7648</b>	<b>7648</b>	<b>8490.52</b>
<b>Reserves</b>						<b>12912</b>	<b>13012</b>	<b>13000</b>	<b>12200</b>

## Notes

Pay award included

Annual 250 Defib fee included in emergency equipment

Grants increased to include post Covid community recovery activities and Xmas Tree

Precept charge frozen at 2020/21 levels. 1% increase = £75.50