

STOW LONGA PARISH COUNCIL

CHAIRMAN: Michael Hayes

Clerk to the Council:
Jo Harvey
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<http://www.stowlonga.org.uk/>

12th November 2020

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Wednesday 18th November 2020** at **8.00pm**. Please note this a **Virtual Meeting of the Parish Council using Fuze**. The login details are:

Join from your computer or mobile: <https://fuze.me/14478454>

Or join by phone: 020 3966 1485, 14478454# (meeting ID)

The Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.

The [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) came into force on **4 April**.

They apply to local authority meetings and police and crime panel meetings that are required to be held, or held, before 7 May 2021.

The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).

Public and Press are invited to attend

NOTICE and AGENDA

1. Apologies for absence
2. Declarations of Interest in relation to any Agenda item
3. Public Open Forum
4. To approve Minutes of Parish Council Meeting held 16th September 2020
5. Matters arising from the minutes (not on the agenda)
6. Planning
7. Finance
 - 7.1 To note accounts: Cashbook, Q2 bank reconciliation to 30th September 2020, bank reconciliation to 30th October and Income against Expenditure
 - 7.2 Consider CIL spending: funds of £10,367.17
 - 7.3 To approve Budget and Precept for 2021/22
 - 7.4 Consider replacement internal auditor following the retirement of Michael Williamson
 - 7.5 To Approve 18th November 2020 expenditure:

Date	Min Ref No	Chq No	Date cleared the a/c	Company	Details	For a/cs purpose only	Income	Total Expenditure	Balance
November									18,942.03
18/11/20				Wages	Wages October 2020 including HMRC			140.04	18,801.99
18/11/20				Wages	Wages November 2020 including HMRC			140.04	18,661.95
18/11/20				Expenses	Clerks Expenses Oct/Nov			35.54	18,626.41

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8. Parish Council website

Discuss and make a decision on the quotes received to build a new PC website to ensure accessibility for now and the future

9. Village Newsletter

10. Assets and infrastructure

9.1 Health and Safety – to consider any new problems

9.2 Play area update and discussion

11. Highways, byways, footpaths

10.1 Highways issues

10.2 Road safety and HGV/Construction Traffic, - LHI Application, update

10.3 Confirmation of siting of posts for the interactive speed sign - update

12. To Review progress of current projects – Appendix

13. Correspondence

13.1 London Luton Airport has launched a public consultation as part of a proposal to change the arrival routes into London Luton Airport. The consultation started on 19th October and will run until 5th February 2021.

14. Councillors' questions/Any other business

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

15. Staffing update

15.1 National Joint Council for Local Government Services (NJC) announced pay rise in August to be implemented from 1 April 2020

15.2 Discussion to pay the clerk monthly by standing order

16. Dates of the next meetings: Dates to be confirmed. All Council meetings are online until further notice.



Signed (Clerk) Jo Harvey
Date: 12th November 2020

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Appendix

Project	Report	Action by
Bank mandate issues and telephone/internet banking issues re: HMRC tax deduction payments	Arrange a visit to the bank to handle in all paperwork and will seek advice on telephone/internet banking for PC	<p>Cllr MGH will approach bank now as the Clerk is leaving to be able to do online banking and mandate of the change of address form to be obtained.</p> <p>Barclays Bank has now been asked to advise on how to progress with this.</p> <p>17 June 2020 – Barclays has sent written confirmation that the Clerk’s address has been successfully amended. No further correspondence has been received regarding online banking.</p> <p>Consideration is to be given to switching banks.</p>
Village Cross	Information regarding recommended contractors for the proposed work is awaited from Quinton Carroll of CCC. Local stone masons are also being approached	<p>Q. Carroll</p> <p>Cllr JY met with stone mason. Cllr JY to chase the 3rd quote.</p> <p>Deferred to the next meeting in Mar 17.</p> <p>15 Mar 17 – Cllr JY, 3 quotes from Stone Masons.</p> <p>19 Jul 17 – Quotes were re-sent for the update but not heard back. Cllr JY will forward the email to the clerk to chase.</p> <p>JY – nothing heard since. To chase</p> <p>Cllr Amy to chase.</p> <p>18 Sept 19: Communication with retired Cllr JY. Cllr AP will follow this up.</p> <p>No update. Grant for the monuments – Cllr AP will look.</p> <p>20 Mar 20: PC agreed to put this on hold.</p>
Kerb to the Green outside the Old Vicarage	A subject for meeting with LHO	<p>Cllr SH – resurfacing suggested after walkabout with Karl Brocket.</p> <p>Cllr AM will measure the kerb all the way towards the turning into vicarage.</p> <p>Cllr SH had some estimates, will look through the emails.</p> <p>20 Jun 18: To pick up when the resurfacing is done.</p> <p>MA – is waiting for the quotes.</p> <p>18 Sept 19: 1 Quote received for £6,615.11; one email – awaiting the full detailed quote £5,700. 3 quotes needed.</p> <p>Check with Highways officer. Another quote presented by Cllr MA – 2 quotes provided, 1 more needed. Discuss with highways when we meet in spring.</p> <p>20 Mar 20: Waiting for the 3rd Quote</p> <p>On hold until the verges are repaired by the gas works.</p>
Replacement bench	To be fitted	16 Sept 20- Cllr MGH to liaise with Cllr MA regarding the fitting of this