



The Old School House
37 Green End Road
Sawtry
Huntingdon
PE28 5UY

Tel: 01487 831771
Office Open 9.00 – 1.00 Mon – Fri
E mail: clerk@sawtry-pc.gov.uk
www.sawtry-pc.gov.uk

TO MEMBERS OF THE COUNCIL:

You are hereby summoned to attend a **MEETING OF THE FULL PARISH COUNCIL** on **Wednesday, October 13th 2021 at 7.30 pm** in the Old School Hall for the purpose of transacting the following business. Members of the Press and Public are invited to attend. Spaces will be limited.

AGENDA

96.21	Apologies for Absence
97.21	To Approve Minutes Dated September 8 th – attached
98.21	Matters Arising From Previous Minutes (for information only)
99.21	Members' Declaration Of Interest for items on the Agenda:
Public forum – meeting suspended. If residents of Sawtry wish to speak on any item on the agenda (max 3 mins) the meeting will be suspended for a 10 minute open forum. If you wish to speak you must inform the Clerk or the Chairman at least 24 hours before the meeting.	
100.21	To Receive Reports From Representatives Of Outside Bodies: <ul style="list-style-type: none"> 1. District Council – Cllr Tuplin 2. District and County Council – Cllr Bywater
101.21	To Receive The Chairman's Report
102.21	1. To Report Any Changes To Committee Membership
Committees	To Receive And In So Far As Required, Ratify Recommendations Contained In The Minutes Of The Following Committees (as listed):
	2. Amenities Committee – September 15 th
	6.3 Purchase of additional land at Greenfield - It was agreed to recommend to Full Council that the proposed area is clarified and Fisher German who are the agents for the landowner are contacted to find out potential costs of purchase.
	7.3 Request from allotment holder to have a poly tunnel – it was agreed to recommend to Full Council that the request was refused. Concerns were raised about the impact on adjacent plot holders and issues around problems if deteriorates and plastic pollution.
	8.4 Hedge cutting Bill Hall Way and St Judith's Field update – update from Cllr Laxton on meeting with one of the contractors to agree the work to be undertaken.
	8.5 Request for a designated rewilding area at St Judith's Field – it was agreed to support this in principle. A site needed to be found and costed. Suggestions included the mound at St Judith's and the set aside field at St Andrews. Costings will be needed for budget planning meeting.
	8.6 Condition of youth shelter – it fits in well with the new skatepark and is in good condition. It was agreed to recommend to Full Council that the shelter is professionally painted.
	9.1 Lead Councillor (Cllr Whittaker) – had a site visit with the Caretaker at the Green End Road play ground and it is recommended that a replacement multi activity unit is purchased in this financial year (from the CIL budget) as it is needing more and more repairs and will become unfit for purpose. It was agreed that costings would be considered at the next meeting.
	9.6 Outdoor table tennis table – deferred from June meeting. The idea was supported, the costs to the Parish Council would need to be clarified before moving forward. It could be

	<p>placed near the outdoor gym. Additional information from Sport4All – ‘we have the £685 for the 'semi-permanent' outdoor table option. If the PC wanted to upgrade to the permanent (fire resistant, graffiti resistant) more robust version that is an extra £435. We don't have funds for installation or groundwork.’</p> <p>3. Community Committee – September 15th 10. To consider replacement for decommissioned defibrillator at Fire Station – it was agreed to recommend to Full Council to fund a defibrillator if a site could be found and there was someone to carry out routine maintenance 11. Request from Circus Ginnet to visit Sawtry in October – it was agreed that they could book the field on the same terms as the fair with the understanding that a ground inspection would take place the day before and if the ground was too wet they would not be allowed on the field and the event would not be able to take place. A booking form, risk assessment and proof of public liability insurance would be required.</p> <p>4. Finance and General Purposes Committee – September 22nd S137 request: 6.2 CARESCO – Foodbank – agreed to give 80% of grant requested to cover those users from Sawtry - £772</p> <p>5. Planning Committee – September 22nd , 6 Jointly Funded Minor Improvement Bid for 2022/23 to agree project from requested items:</p> <ul style="list-style-type: none"> • Hard surface for footpath between Chapel End and Manor Drive • Yellow lines outside infant/junior school • Speed limit on Old Great North Road <p>The options were discussed and it was agreed to put in an application to investigate the reduction of the speed limit on the Old Great North Road. The other options can be considered for full funding by the Parish Council and/or referred for consideration for next year.</p> <p>October 13th – verbal report</p>																																																																
103.21	<p>Finance:</p> <ol style="list-style-type: none"> 1. To note net summary of accounts as at September 30th 2021 – attached 2. To note bank reconciliation as at September 30th – attached 																																																																
104.21	<p>To Approve On-line Payments:</p> <table border="1"> <thead> <tr> <th>Payable to</th> <th>For</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>BACS – 15 October</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Staff</td> <td>Wages/Salaries for 5 people</td> <td>5082.23</td> <td>0.00</td> <td>5082.23</td> </tr> <tr> <td>BACS – 22 October</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>HMRC Cumbernauld</td> <td>Tax & NI</td> <td>1835.30</td> <td>0.00</td> <td>1835.30</td> </tr> <tr> <td>LGSS</td> <td>Pensions</td> <td>1492.55</td> <td>0.00</td> <td>1492.55</td> </tr> <tr> <td>Direct Debits – various dates</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>KCOM Internet</td> <td>Utilities</td> <td>45.00</td> <td>9.00</td> <td>54.00</td> </tr> <tr> <td>British Gas</td> <td>Maintenance Agreement</td> <td>81.30</td> <td>16.26</td> <td>97.56</td> </tr> <tr> <td>HDC</td> <td>St Andrews Rates</td> <td>81.00</td> <td>0.00</td> <td>81.00</td> </tr> <tr> <td>Invoices – October 15th</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>The CGM Group (East Anglia) Ltd</td> <td>Grass cutting</td> <td>1596.35</td> <td>319.27</td> <td>1915.62</td> </tr> </tbody> </table>					Payable to	For	Net	VAT	Gross	BACS – 15 October					Staff	Wages/Salaries for 5 people	5082.23	0.00	5082.23	BACS – 22 October					HMRC Cumbernauld	Tax & NI	1835.30	0.00	1835.30	LGSS	Pensions	1492.55	0.00	1492.55	Direct Debits – various dates					KCOM Internet	Utilities	45.00	9.00	54.00	British Gas	Maintenance Agreement	81.30	16.26	97.56	HDC	St Andrews Rates	81.00	0.00	81.00	Invoices – October 15 th					The CGM Group (East Anglia) Ltd	Grass cutting	1596.35	319.27	1915.62
Payable to	For	Net	VAT	Gross																																																													
BACS – 15 October																																																																	
Staff	Wages/Salaries for 5 people	5082.23	0.00	5082.23																																																													
BACS – 22 October																																																																	
HMRC Cumbernauld	Tax & NI	1835.30	0.00	1835.30																																																													
LGSS	Pensions	1492.55	0.00	1492.55																																																													
Direct Debits – various dates																																																																	
KCOM Internet	Utilities	45.00	9.00	54.00																																																													
British Gas	Maintenance Agreement	81.30	16.26	97.56																																																													
HDC	St Andrews Rates	81.00	0.00	81.00																																																													
Invoices – October 15 th																																																																	
The CGM Group (East Anglia) Ltd	Grass cutting	1596.35	319.27	1915.62																																																													

	John Potter	Neighbourhood Plan	184.74	0.00	184.74
	CAPALC	Assistant Clerk Training	400.00	0.00	400.00
	Noticeboard Company Cumbria Ltd	Disposal of old noticeboards	155.00	31.00	186.00
	STG Electrical Services Limited	Monthly safety lighting check	55.00	11.00	66.00
	AGE	CCTV St Judith's	3429.00	685.80	4114.80
	PKF Littlejohn LLP	External Audit	1600.00	320.00	1920.00
	Grafton Projects	Office expenses	131.81	26.36	158.17
	HDC	Recycling bin	13.33	0.00	13.33
	Thomas Fattorini	Chairman's regalia update	55.76	11.15	66.91
	Janet Spencer	Village Maintenance	13.00	0.00	13.00
	CARESCO	S137 Donation to Foodbank – Christmas Parcels	772.00	0.00	772.00
	CARESCO	Sawtry Eye insert	150.00	0.00	150.00
	Cambridgeshire Sand and Gravel (paid 4/10/21)	St Andrews Cemetery – Top soil	100.00	20.00	120.00
	BT (paid 7/10/21)	Utilities	51.69	11.89	71.34
		TOTAL	8707.68	1436.47	10151.91
105.21	Dates of Next meeting	November 10 th at 7.30pm			
106.21	To resolve that the press and public be excluded from the meeting because the business to be transacted contains sensitive information				
107.21	Staffing Matters: 1. Notes of staffing meeting held on September 29 th 2. Staffing – recruitment update				

Diane Davis PSLCC, Clerk to the Council/Proper Officer



Thursday October 7th 2021