



## **MINUTES OF CAYTHORPE ANNUAL PARISH COUNCIL MEETING**

**Held virtually via Zoom on Thursday 6<sup>th</sup> May 2021 at 6.00 PM**

**Present:** Cllrs Boon, Cons (Chair), Duff, King, and Ravenscroft.

**In Attendance:** LJ Campbell (Clerk)

### **Public Participation**

There were no members of public present

#### **1. To receive and accept apologies**

Apologies were received and accepted from Cllr Parry who may be late and Cllr Roger Jackson who is in purdah.

#### **2. To elect a Chairman**

Cllr Cons was elected Chairman and signed the Acceptance of Office.

#### **3. To elect Cllr strategic Roles**

Financial scrutineer: Cllr King

#### **4. Declarations of interest**

There were no Declarations of Interest

#### **5. Acceptance of the Minutes from the last meeting**

The Minutes from the meeting held on Tuesday 23<sup>rd</sup> March 2021 were approved as a true record and will be signed by the Chair.

#### **6. Clerk's report**

The Clerk reported that, based on advice, more information was required to complete a successful grant application under 'Safety' initiative and it was agreed that we would apply in the October round.

The Clerk informed the PC that the forms have all been completed and she is just waiting for the signatures, once they have been submitted it should take approx.. 5 days to open the account; ongoing.

#### **7. Time allocated for District Councillor Roger Jackson**

There was no report due to Cllr Jackson being in purdah.

#### **8. Flood Warden and Neighbourhood Watch reports.**

There was nothing to report but Simon agreed to submit an annual report for the Annual Parish Report.

#### **9. Communications**

Cllr Cons proposed that, due to Covid restrictions and the lack of information to report on due to the last 18 months in lockdown, in-place of an Annual Parish Meeting, the PC should compile a Annual Report for distribution to all residents to be delivered by the 1<sup>st</sup> June; The PC agreed, Clerk to remind Cllr Cons, King and Simon to submit reports.

#### **10. Update on landscaping around Lowdham railway station**

There is not update, this is ongoing; Cllr Boon will liase with Lowdham.

## **11. Village maintenance and Highways**

The PC thanked Cllrs King and Parry for all their work on painting the bridge which has received many positive comments. Cllr Boon will write to Shaun Brown at VIA regarding the works that have not been done; Clerk to send him Shaun Brown's email address. It was noted that the road sweeper had been through the village; twice.

### **11.1 Speeding**

Concerns were raised about the recent incidents of racing in the Village. It was agreed that the temporary interactive speed sign should be located in the middle of village; Clerk to inform VIA and ask if the sign can be moved after a couple of weeks to Brackenhill. Speed Watch reported that the team will soon be under-staffed and they welcomed new volunteers to train as Speed Watch Officers so that the programme can continue; it was agreed to include this in the Annual Report.

## **12. Planning**

13.1 Applications : None at the time of setting the Agenda.

13.2 Decisions: None at the time of setting the Agenda.

## **13. Finances**

13.1 Payments and Receipts: One payment to NALC was approved and will be paid when the new account is opening; Clerk to inform NALC. £19 was paid to Cllr King to cover the paint for the bridge.

13.2 Bank Reconciliation: Due to the problems with the handover of the account, no bank statement was available to reconcile the accounts.

## **14. Correspondence received**

All correspondence received was circulated electronically.

## **15. Next Meeting & Close**

The next meeting will be held on Monday 28<sup>th</sup> June 2021, venue to be confirmed.

The Chairman closed the meeting at 19h30.