

Kings Cliffe Parish Council.

The monthly meeting of the Parish Council took place on Thursday 12th December 2024 at Kings Cliffe Memorial Hall.

Request to Speak – A representative from the VE Day celebrations organising committee came to update the Council on the current plans for VE Day celebrations around the village.

24/205 Declarations of Interest

Councillor M. Day declared a pecuniary interest in agenda item 24/222 Grass cutting Tenders.

24/206 Presents

Chair J. Atkinson, Councillors M. Day, M. Tank, R. Isaac, R. Meadows & G. Smid.

24/207 Unitary Councillors

All Unitary Councillors were invited, none attended. No apologies received.

24/208 Apologies of Absents

Vice-Chair M. Stewart, Councillors A. Howard, D. Balmer, T. Copeland, G. Holland,

24/209 Clerk's Report

None

24/210 Minutes of the meeting held on the 14th November 2024

Proposed: Councillor G. Smid

Seconded: Councillor R. Isaac

24/211 Any Matters Arising

None

24/212 Accounts Payable

Staff Salary and expenses	£628.50
Streetlights (YU energy)	£960.63
E-ON (street light maintenance)	£559.80
Kings Cliffe Memorial Hall (room hire)	£21.50
EE	£15.60
Scribe	£68.40
Ofcom (Flood Warden Radio Licence)	£75.00
Marquee Deposit Return	£500.00
Price Bailey (Audit & Payroll)	£702.00
(Payroll)	£120.00
PKF Littlejohn (External Audit)	£252.00

Proposed: Councillor R. Meadows

Seconded: Councillor M. Tank

24/213 Amounts Received (1st -31st October 2024)

24/214 Financial Position (See appendix 1 for bank Reconciliation)

Bank Balances: As of 1st November 2024

Current £38,637.69

Deposit £71,887.47: £51,757.15 of this is for Willow Lane (**Hypothecated Reserves**)

Bequest Account Re: Cemetery £860.31: (**Hypothecated Reserves**)

Nationwide Business 95 Day Saver:Section106Lap&Leap (**Hypothecated Reserves**)£62,342.68 as of 31/3/23
(Statements Annually)

Cambridge BuildingSocietySaver:Section106Lap&Leap (**Hypothecated Reserves**) £60,482.94 as of 31/12/22
(Statements Annually)

24/215 Planning Applications - - <https://publicaccess.east-northamptonshire.gov.uk/online-applications/>

NE/24/01177/TCA - Tree Work in Conservation Area. T1; Mountain Ash - remove. **54 Park Street Kings Cliffe PE8 6XN**
Recommend Approval (support)

NE/24/01124/FUL - Full Planning Permission. Change of use of former Bakery and Cafe to C3 residential - to form part of existing cottage. Various alterations to listed building comprising both the existing cottage and former cafe/bakery, as per Section 2.0 of the submitted Heritage Impact Assessment and Design and Access Statement **68 West Street Kings Cliffe Peterborough PE8 6XA**
Recommend Approval (support)

NE/24/01125/LBC - Listed Building Consent. Change of use of former Bakery and Cafe to C3 residential - to form part of existing cottage. Various alterations to listed building comprising both the existing cottage and former cafe/bakery, as per Section 2.0 of the submitted Heritage Impact Assessment and Design and Access Statement **68 West Street Kings Cliffe Peterborough PE8 6XA**
Recommend Approval (support)

NE/24/01106/FUL - Full Planning Permission. Two storey side/rear extension with demolition of previous extensions. Install 2no rooflights to existing roof. Internal alterations. **33 Wood Road Kings Cliffe Peterborough PE8 6XF**
Recommend Approval (support)

24/216 Planning Applications Granted by NCC

24/217 Village Hall Flooding

It was **Resolved** to allow the Village Hall Trustees to look into options of raising the bank along Willow Brook on Maltings Green to try to prevent the village hall from flooding. Councillor R. Meadows will act as a liaison.

24/218 VE Day Celebrations

It was **Resolved** that the Parish Council would support the VE Day celebrations and provide a marquee.

24/219 Request to fell some trees by KC Wildplaces

Due to inclement weather, KC Wildplaces are currently unable to do any work along the railway path. This Item will be moved to the next meeting.

24/220 Complaint against Kings Cliffe Parish Council

The Complaints Committee presented their recommendations regarding a recent complaint received by the Parish Clerk. Following a recommendation by the complaints committee the Council **Resolved** to uphold the complaint and to rescind the motion proposed by Councillor A. Howard during the meeting held on the 12th September 2024. See appendix 1 for full details of the complaints committee findings.

Votes for the recommendation: Councillors G. Smid, R. Meadows, M. Tank & Chair J. Atkinson

Votes against the recommendation: None

Abstain: Councillors R. Isaac & M. Day

24/221 Village Field

The Transfer of Deeds have been located and sent to our Solicitor for advice.

24/222 Grass Cutting 2025

All tenders were sent out to Councillors, but a resolution could not be reached. Councillors were asked to look at the tenders again to find the best options for quality of work and value for money.

24/223 Beech Tree

Councillor R. Meadows updated the council on the progress that has been made regarding the planking of the Beech Tree. Advice is being sought regarding what sizes the tree will be cut into and a sawmill has been found that may be willing to cut and store the wood until it can be used.

24/224 Training Courses

None

24/225 Storage Space for the Flood Warden Equipment

A date will be arranged to empty the Old Fire Station

24/226 Discuss and Adopt a Formation of Committees and Sub-Committees Policy

Due to time constraints this will be discussed at a future date.

24/227 Discuss and Adopt a Scheme of Delegation for Sub – Committees

Due to time constraints this will be discussed at a future date.

24/228 Formation of a HR Committee

Due to time constraints this will be discussed at a future date.

24/229 formation of an Amenities committee

Due to time constraints this will be discussed at a future date.

24/ 230 Review of the Marquee Hire Terms and Conditions

The Clerk spoke to Mr. K. Howard and will update the terms and conditions accordingly.

24/231 Review of Allotment Tenancy Contract

Discussed and agreed. Allotment tenancy agreements will be sent out to all tenants.

24/232 Budget Review

Councillors to have a look at the budget, any comments to be sent to the Clerk. The budget has to be agreed in January.

24/233 Speed warning signs

Chair J. Atkinson will send the details of the signs to be purchased to the Clerk.

24/234 Road and footpath repairs

None

24/235 Reports from our Representatives

None

24/236 Burial Board Report

None

24/237 Gazette entry – January 2025

Discussed & Agreed

24/238 Correspondence Received

None

The next Meeting will be held at 7.30 pm on Thursday 9th January 2025 at Kings Cliffe Memorial Hall.

Signed _____

Date _____

Appendix 1.

Findings of the Complaints Committee regarding the complaint received by the Council regarding the motion agreed on the 12th September 2024.

A complaint was sent to the Clerk regarding the proposed motion that was agreed at the Parish Council meeting on Thursday 12th September 2024. The complainant requested that their identity remained confidential to all Councillors, the Clerk has verified the identity of the complainant. The Complaints committee met to consider the complaint, and the findings of the committee are as follows:

As the Councillor who proposed the motion said, "I proposed therefore I move a motion" and the motion was not on the agenda or written wording given to the Proper Officer (the Clerk) at least 5 clear days before the meeting we concluded this was in contravention of Section 9 b) of the KC PC Standing Orders.

9. MOTIONS FOR A MEETING THAT REQUIRE WRITTEN NOTICE TO BE GIVEN TO THE PROPER OFFICER

b No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least 5 clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

The above has been supported by the advice given from NCALC.

As a result of the review, we agreed the Complaints Committee will uphold this element of the complaint and (as advised by NCALC) to make a recommendation to the council that the decision made on 12 September 2024 be rescinded. This would have to go to a vote for the council to adopt or reject that recommendation. This does not preclude any Councillor from bringing the Motion again, but it would need to be done in line with the Standing Orders.

Appendix 1.

Balance as per Bank Statement	31/07/2024		£ 49,509.89		
Less Outstanding Cheques	791600 791601 791606 791607 191609	71.5 600 21.5 121 2,160.00		£ 2974	
Reconciled Bank Balance	30/06/2024		£46,535.89		
Bank Control					
Opening Reconciled Balance	01/07/24		£54,567.14		
Receipts Per Cashbook	July 2024		£150.00		
Payments Per Cashbook	July 2024		£3,993.37		
Closing Balance			£46,535.89		