

Roade Parish Council
Clerk's Report for 11th January 2021 including Actions Taken from December 2020 Meeting

All actions down to me have either been completed or are work-in-progress and for mention tonight.

RPC449/Finance

1. The Unity bank balance as of 1st January was £151,890.05, this included £58,725.69 that was transferred from our Nationwide account to cover the cost of the library purchase. A payment of £79.99 had been made for our Microsoft renewal and there were also bank charges of £33.30.

Our S106/Windfarm Grant Nationwide account, as of 1st January was £146,103.61, this included the above mentioned transfer as well as the transfer from our unity account of £8815.92 for the S106 windfarm grant money from 2018.

I have not included my pay increase on my wages this month. I will also need to change the standing order once our payroll provider advises me of my new take home salary.

RPC/450 – CCTV – Training was delayed and completed on Wednesday 30th December by Cllrs Bennett, Davies, Murray, Reilly and myself. We also had a meeting with a company who have provided advice and support to other parish and town councils about CCTV, which was helpful.

We have received a couple of complaints from residents who have concerns regarding privacy, we have however been able to advise them that the cameras can be set up with privacy screening, which enables us to privacy block areas out. I have also contacted the company who provided the cameras to ask if they can supply shields/guards to put behind certain cameras to reassure residents that their properties are not being looked at. I'm waiting for them to confirm if this is possible.

All cameras remain in active and are not set to record anything. We will not activate the cameras until all policies and signs are in place.

2. Adopt the CCTV Policy - I'm currently still waiting confirmation from some answers from the camera supplier before I can complete the CCTV policy. I have sent a copy of the policy as it is for now and will update it as/when the supplier of the cameras comes back to me.

4. Resolution to accept quotes for CCTV signs – I have sent across four quotations to be discussed at the meeting. I have been advised that signs need to be on all entrances to the area, so I have asked for a quote for 20, but this may need to be increased.

RPC/451 – Police Liaison Representative – Ncalc sent out a request for parish councils to appoint a police liaison representative to act as a single point of contact with Northamptonshire Police. I have emailed you a copy of the email. I have also been advised by the Neighbourhood watch co-ordinator that he's now stepped down and another hasn't come forward. So, it's important that we appoint a representative. The role description for the police liaison reps is available at:

<https://www.northantscalc.com/uploads/police-liaison-representative-role-description-vdec20.pdf>

RPC/452 – Police and Fire Service Budget Consultation – Does the Parish Council wish to reply to this as the council? The response is due by Monday 11th January, so it will need to be completed straight after the meeting if we do. A couple of councillors have already responded to it as individuals.

<https://www.surveymonkey.co.uk/r/WCNHXRM>

RPC/453 – PCSO – Ashton and Hartwell have decided not to join and have a shared PCSO. Cllr Shrubbs will be circulating a report to all councillors ahead of the meeting.

RPC/454 – Culvert gate in rec damaged – The fence and gate at the culvert in the rec appear to be broken, the gate will not close due to the fence being bent. I haven't been able to obtain quotes for this yet as it's recently been brought to my attention. Our village technician has temporarily fixed the problem with cable ties to keep the gate closed.

RPC/456 – Resolution to agree re-adoption of financial regulations - Cllrs Murray, Reilly and I have looked at the financial regulations and made some changes. A copy of these has been circulated to all councillors to read prior to the meeting.

RPC/457 – Correspondence requiring a comment or decision

1. RJCG have asked if they can hold off paying the lease for the library (once we own it) until after the lockdown as they are currently unable to open the library.

Not included on the agenda:

Library update

RJCG have confirmed that they are happy with the amended lease. A copy of the contract, transfer deed, overage agreement and lease has been received, Cllrs Murray, Reilly and I need to sign these and RJCG also need to sign the lease agreement. SNC have confirmed that they have a meeting on 11th January to authorise the transfer of fund and they have our solicitors bank details ready for this meeting.

Grounds maintenance

All tender documentation was sent out to companies on 23rd December 2020. I have met with our current grass cutting contractor on Tuesday 5th January and we walked around the village looking at all areas to mow. I have been asked for a village walk around by one of the potential tender applicants and I will be meeting him on Monday 11th January.

Dog bins

The dog bins have been ordered. The company who empties our bins have advised that there has been a significant increase in the waste collected. This is the case across the board affecting most of their clients. They are taking away approximately 25% more waste due to the increase in dogs being purchased during the various phases of lockdown. I have circulated a copy of their report for your information.

Highways

I have contacted NCC Highways to ask about the KZ8 S106 money and have chased this, they have not come back to me yet, I will continue to chase.

SNC S106 confirmation of money - I have chased SNC S106 team up again asking for them to confirm the amount they are holding, they have not come back to me yet, I will continue to chase.

Land off of Hartwell Road/The Leys

I'm still trying to arrange a meeting with Nicholls Colton. I will continue to chase and get this meeting arranged.