

Roade Parish Council
Clerk's Report for 8th March 2021 including Actions Taken from February 2021 Meeting

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

RPC/493 - Finance

1. The Unity bank balance as of 1st March was £141,909.88, an additional £3.08 was debited by Mirus IT for mobile call charges for February's usage, the invoice wasn't received until 15th February. The pension admin fee of £45 that goes out by direct debit to Aviva in February wasn't debited until 2nd March.

The bank account has this month received £436.80 from Roade Village Hall for emptying the dog waste bins for this financial year. We are expecting another £23 of income for an additional inscription to an existing headstone in the cemetery, the cheque was sent off this week.

Our S106/Windfarm Grant Nationwide account, as of 1st March was £144,393.32 this includes £5.53 interest.

RPC/494 – Microsoft 365

Cllr Fox and I attended a free Microsoft 365 workshop held by NCALC. Using teams for the council appears to be greatly beneficial in terms of the clerk/deputy clerk sending out all information for parish council meetings in a Parish council pack. All councillors currently have their own rpc gmail account, however the Parish Council have no control over this, bringing all councillors onto 365 would ensure that they had their own Roade parish council email address that is controlled by the PC and accessed should a councillor leave.

Migrating to 365 would also mean that we could use sharepoint instead of dropbox, and teams for meetings instead of Zoom.

A copy of the quote from CloudyIT has been circulated to all councillors prior to the meeting. The one off set up costs including training would be £1085.00. The ongoing monthly fee would then be £96.80.

We currently pay £25 per year for antivirus software, £79.99 for Microsoft, £14.39 a month for Zoom and £95.88 a year for dropbox. A yearly charge of £373.55, working out to be a monthly cost of approximately £31.30 per month.

RPC/494 – Internal auditor's interim report

A copy of the report has been circulated to all councils prior to the meeting.

Since my meeting with our internal auditor, I can confirm that all approved minutes have been updated on the website (with the corresponding draft minutes being removed).

RPC/497 – Quote for fence in Rec

Two quotes have been sent to all councillors prior to the meeting.

RPC/498 – Standing orders

NCALC confirmed that the model standing orders haven't changed yet, as item 18 F that we were querying refers to the EU and is in bold we are unable to change. They confirmed that it will have to remain in our SO until the law changes/catches up with Brexit.

RPC/499 – Risk Assessments

A copy of both the financial risk assessment and health and safety risk assessment was circulated to all councillors prior to the meeting.

RPC/502 – Roade library

We have completed on the library purchase on 1st March. Cllr Murray met with Mr Wood to hand over the lease, photos were taken and a press release was published on our social media pages and also sent to Anglian News and the Chronical and Echo.

RPC/503 – Correspondence requiring a comment or decision.

Dyno-rod visited the cemetery today (Friday 5th March) and have advised that there is a gully trap, which is an invisible wall system giving a u-bend effect. There appears to be a root mass in this. They will therefore need to take out the gully trap (which appears to be incredibly old) and replace it with a new one and check

the pipes. The engineer is going to send me a quote, although he has advised that it should be done within the day. A day rate is £650 + VAT (this is pro-rata so if the job takes half a day we will be charged accordingly). The quote hasn't come through yet.

Not included on the agenda:

Police report – Cllr Murray attended the first Police liaison meeting last week, a copy of the presentations have been circulated to all councillors.

Dog bins – Four new dog bins have been purchased and received. The Parish Council resolved to purchase 60L bins to replace existing 30L bins that are currently at 100% capacity. When I tried to order the new bins, Glasdon advised that 60L bins would need their own posts, and special tools to fit and empty. They advised that as we were replacing 30L bins that had their own posts then the best option would be to purchase 50L instead as these were the same as the 30L with regards to fittings and emptying. It was therefore more cost effective with regards to purchasing, fitting and emptying the bins to purchase 50L bins. One of the replacement bins is due to be fitted at Hyde Road today (Friday 5th March).

Annual Parish Meeting – Cllr Murray and I have scheduled the date of 29th April 2021 at 7pm to hold the Annual Parish Meeting via zoom.

Elections – Election information evenings are being held via zoon on 13th and 15th march for anyone wishing to know more about becoming a councillor. I have advertised these events on our website, twitter and various Facebook Pages as well as putting a poster up at the Post Office.

CCTV - The installation of the new camera and activation of all cameras was due to happen on 22nd February but was delayed due to one of the installation engineers being poorly. They have given a new date of 10th March. I will again advise residents of this via our website, social media pages and notice board.

S106 - I have queried the change of S106 money with SNC and Persimmon Homes and are waiting to hear back from them both.

HGV's travelling down Hartwell Road – NCC Highways have contacted MK Council as a lot of the Articulated lorries appear to be travelling to the new developments being built in Hanslope. They have asked if routing agreements are in place to control the movements of deliveries to these sites and to ask if Roade was considered in these routing agreements and if not to impose one for Roade as life is becoming quite unbearable for some residents. They will also put up some unsuitable for HGV signs along Northampton Road and the High Street once they receive them.

Freedom of Information request follow up – I have contacted MK council, but am waiting for a response, I will chase this up again.

Land off of Hartwell Road/The Leys

I have spoken to Nichols Colton who have apologised for the delay in replying, the delay has been caused because the company was in the process and has finally now been purchased by another company. The previous director (who carried out the original report) has now retired. The new company is now a nationwide company. I have been advised that a copy of the report has been sent to a contamination expert to look at and advise of dates that they can attend the meeting to discuss the report with the parish council. As soon as dates are provided I'll let the council know.

CILCA – I will be starting my CILCA qualification on Tuesday 9th March.