

SHUTTINGTON PARISH COUNCIL

Clerk:
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MINUTES OF PARISH COUNCIL MEETING HELD AT SHUTTINGTON & ALVECOTE PARISH HALL ON WEDNESDAY 15th JUNE 2022

1.	Present: Cllr N O'Mara in the Chair. Cllrs B Frost, M Smith, C Holloway & L Sly + PC Mike Redman & 4 members of the public. Clerk: A M Allsopp. Apologies – Cllr A White	
2.	Declaration of additional Pecuniary & Non-Pecuniary Interests – BF declared a Hall interest.	
3.	Police Report – PC Mike Redman reported that he is being transferred to Kingsbury area. When questioned about the CCTV at Alvecote Play Area, he was not aware that it had been removed. PC MR was made aware of a lot of barking dogs again on the Travellers' Site in Alvecote, and Police advised that previous investigations have not uncovered any untoward or neglectful behaviour to date.	
4.	Approve Draft Minutes of P C Meeting held on 25.5.2022 – Minutes proposed by BF, seconded by MS, unanimously agreed and signed off by NOM as a true record.	
5.	Matters Arising from Minutes – Cadent solicitors are still reviewing the contract. The new Notice Boards have been ordered & will be headed up Shuttington & Alvecote Parish Council. Light Pear Tree – not yet fixed. AA to report again. Litter Bin, Main Rd – NWBC reported a delay in supply, but it should be with us very soon now. AA was asked to see if NWBC had a spare bin to replace the one outside the Travellers' Site in Alvecote Verge School Lane – in hand. Audit Update – Certificate of Exception submitted to external auditors via email and acknowledgement received. Certificate of Exception, Accounts, Variances, Bank Reconciliation and Exercise of Public Rights etc all posted on website and notice boards.	AA AA AW
6.	Open Forum – The Parish Hall would like a Defibrillator. AA to approach County Cllr Marian Humphreys to enquire if she has any spare funding that might cover this. Cllrs were asked if there was any update on Alvecote Place. No updates have been received by the Parish Council and it seems that the owner of Alvecote Wood is receiving no response to his enquiries. A significant reduction in lorries, etc ignoring the weight limit since NOM contacted site management.	AA
7.	Milner Drive flower Meadow + Pond Fencing – CH reported the paths have now been cut and the vegetation is growing well. Fencing around the pond was discussed pending a risk assessment being done. Types of fencing were discussed if this should prove to be necessary and BF and CH will liaise and get prices before the July meeting..	BF/CH
8.	Shuttington Play Area plans update – Still awaiting a response from BIFFA.	
9.	Field & Play Area Grass Cutting – NOM raised concerns about the amount of times the field has been cut recently for the Jubilee celebrations. BF confirmed that the Parish Hall will contribute £200 towards it. NOM proposed that because grass cutting is the second largest expense, there should be a maximum of 10 cuts of the Field and Play Area in a year, with any additional cuts requiring all Cllr agreement. This was seconded by CH and unanimously agreed.	BF
10.	Alvecote Report – The new cabinet and pedestal for the Defibrillator in Alvecote has arrived thanks to funding from County Cllr Marian Humphreys. The defibrillator will soon be moved from the Sam Barlow to the centre of Alvecote.	BF
11.	Planning – An appeal has been made for the dormers with gable end build up planning application for 4 School Lane. Cllrs agreed that they didn't object to the initial planning application so wouldn't now.	
12.	Review Clerk's Contract & Salary – AA confirmed that she had not received an updated contract since 2007 and had been Clerk to Shuttington Parish Council since 1.9.2006. AA's hours were increased to 35 some years ago and the SCP scale range numbers changed several years ago from 22 to 12 for the same level. AA confirmed that she signed a P46 on 6 th April 2011 and that she had spoken to HMRC on a number of occasions. In November 2019 it was confirmed verbally by Stephanie that an employer who employed someone earning less than £512/month, when the employee had no other employment and didn't receive a pension, was not required to register for PAYE. AA was verbally assured by Loraine on 29.11.2019 that the PAYE set up in error had been cancelled, but this was not confirmed in writing until	

	<p>September 2020.</p> <p>AA has been paid at the 2019 rate for 2020 to the present time and requested back payment amounting to £398.05. NOM had spoken with WALC since the May meeting and proposed that the underpayment be approved and that the Clerk receive annual increases as per the government pay scales agreed at level SCP12 for 35 hours/month, but the sundry expenses figure be reduced from £40/month to £32, which would cover travel, postage, telephone and use of home. This was seconded by CH and unanimously agreed. The existing 2007 contract shall be amended to reflect the new changes and to clarify the current and future remuneration package for the Clerk/RFO to the Parish Council. NOM to prepare the new contract for the July meeting. The Clerk's salary and contract to be reviewed in January each year. AA agreed to provide information about the Epson ET-2820 printer so that Councillors could consider a purchase at the July meeting to reduce ink costs.</p>	<p>NOM</p> <p>AA</p>
13.	Correspondence – the June Correspondence List had been emailed to Councillors.	
14.	Invoices – Invoices were approved as per the Correspondence List.	AA
15.	Urgent Councillors' Items – NOM reported that the Dog Club are in breach of their Contract as they still failing to erect removable fencing to enclose their training area of the field. Update as of 17 th June – The Dog Club is now compliant with their contract.	NOM
16.	Dates of next Parish Council Meeting – Wednesday 20th July 2022 @ 6pm	

Anita Allsopp
17th June, 2022

Signed..... Date.....