

**Minutes of the Meeting of Woodwalton Parish Council
held on 14th January 2015 at Woodwalton Village Hall**

Councillors present: Mrs. B. Gilbert, Rev. B. Hyder-Smith, Mr. Michael Taylor (left after Item 10) & Mrs. P. Peck.

Also present: 4 parishioners.

Open Forum

Members of the public were allowed up to ten minutes to address the meeting in relation to the business to be transacted in accordance with the agenda. Issues discussed were: Broadband – status of superfast provision to the village and the newly installed poles towards Church End); lighting under the railway bridge (Bridge Street); street lights.

1. Apologies for absence: County Cllr. M. Tew (Personal).

2. Declaration of councillor's interests: Rev. Hyder-Smith (trees on railway embankment).

3. Election of a Chairman (and Vice-Chairman): As Acting Chairman, Mrs. Peck called for nominations for Chairman. Cllr. Taylor proposed Mrs. Peck, seconded by Cllr. Hyder-Smith, supported by Cllr. Gilbert. The Chairman called for nominations for Vice-Chairman. Cllr. Gilbert proposed Cllr. Hyder-Smith, seconded by Cllr. Taylor, supported by Cllr. Peck.

4. Parish Councillor vacancy: Following the resignation of Cllr. Neaves, a notice was placed on the noticeboard advertising the councillor vacancy. As the vacancy falls within 6 months of an election, the Parish Council can proceed to co-opt as soon as a suitable candidate applies. Cllr. Peck reported that two applications had been received (Alan Rodford and Michael Coles). After a unanimous vote, Alan Rodford was co-opted immediately as a Parish Councillor.

5. Parish Clerk vacancy: Cllr. Peck reported that Mrs. Benham resigned on 9th December 2014, giving 4 weeks notice as required in her contract of employment. Mrs. Benham was owed 10 days holiday and would be paid until 20th January, although her last working day was 6th January 2015. The vacancy had been advertised on the noticeboard and on the CALPAC website. Two applications had been received and the closing date was 14th January (the date of this meeting). Cllr. Peck undertook to circulate applications and asked Councillors for their participation in the recruitment process. It was agreed that Cllrs. Gilbert and Hyder-Smith would participate in the panel and that an approach would be made to District Cllr. Robin Howe. It was also suggested that the Chair of another Parish Council be approached.

6. Minutes of the previous meetings held on 12th November 2014: The minutes were accepted as a true record and signed by the Chairman.

7. Matters arising from the minutes:

- a) Police matters – Cllr. Gilbert reported vandalism at St. Andrew's Church. A window had been broken. Cost of repairs: £625.00.
- b) Alconbury Weald - The Chairman reported that Mrs Benham had attended the last liaison meeting held on 11th December 2014. Her feedback was as follows: "New roads are being built in the Enterprize Zone in readiness for the new amenity building and more speculative

buildings. Demolition on site is ongoing. Phase 1 of housing and construction of the first primary school will start June/July 2015. Amenity building with gym, café, conferencing and Uban & Civic's new offices will be completed by December 2015. The containers will be gone by October 2015. There will be a new Academy Trust for the new school and negotiations with potential tenants, with The Welding Institute and the Vocational Centre are progressing. All site-wide strategies have been signed off and Key Phase submissions are in progress. Parish Councils will be asked to comment on the Design Code and an application for roads and landscaping around the school in the next few weeks. There will also be 2 or 3 planning applications at the end of January for alterations to the main boulevard and for the Amenity Building. The next meeting will be held on Thursday, 5th February at 9.30 am." Cllr. Gilbert undertook to represent Woodwalton Parish Council at this meeting.

c) Secret Garden Party – Cllr. Peck advised that she and the Clerk had attended a meeting at HDC on 27th November 2014, at which the SGP organisers, members of the Environmental Health Department and members of surrounding Parish Councils were present. Cllr. Peck reported that breaches of the permitted noise levels had been acknowledged and that the SGP organisers were working proactively to try and ensure compliance with the licence conditions in 2015.

d) Mains drainage project – It was noted that Anglian Water were investigating the possibility of placing the pumping station on land to the front of The Bungalow, The Green, and that trial holes and trenches were to be hand-dug in November. No further information had been received, although Cllr. Hyder-Smith reported that he had been informed that no mains drainage would be operational in Woodwalton before 2017. Cllr. Hyder-Smith undertook to write to the Project Manager, John Lambert, to request further information, as this was not in keeping with the advice given by Anglian Water at a previous Parish Council meeting. It was also noted that the design of the mains drainage project would have an impact on the Village Plan.

e) Village Plan - Cllr. Hyder-Smith advised that a further meeting had been held to discuss the Village Plan. A questionnaire was being drafted for circulation in March. It would be delivered, by hand and in person, to every household in the parish. There was to be an offer of a small prize as an incentive to return completed questionnaires and the requirement was to reach at least a 50% response rate in order to gain a representative view of the whole parish. Cllr. Hyder-Smith reminded the meeting that the Council did not have to be guided by the Village Plan.

f. Deed of Gift monies - Cllr. Peck reminded the meeting that five options had been identified and discussed and that the two viable options were to build a play area and/or to set up a fund for a new community centre. HDC might be willing to transfer ownership of part of their green space to the Parish Council. However, play equipment was very expensive (queried by Cllr. Rodford) and there would be ongoing costs such as safety inspections, repairs and insurance. Opening a community centre fund would provide a starting point from which the village could start fund raising for a new community facility. Cllr. Hyder-Smith advised that cost-effectiveness should be observed when considering these proposals and he undertook to prepare an abstract of the population. It was agreed that no decision on expenditure should be made until the May meeting (after elections), when it was hoped there would be a full Parish Council. In preparation for the May meeting, Cllr. Peck undertook to draft a spreadsheet listing all suggestions for expenditure, with costs if known.

g. Grips on New Road - Cllr. Hyder-Smith advised that when contractors had installed fibre optic cabling for the village, they had filled in the grips on New Road and prevented surface water from draining from the road. The situation was subsequently inspected, but not on a wet day, thus the problem was not acknowledged. The recent works to install poles along the edge of New Road (to Church End) had helped, as the trucks had made ruts in the verges.

However, these had now been filled in and the problem of drainage had reoccurred. Cllr. Hyder-Smith undertook to contact BT in the first instance to establish whether BT or Highways should rectify the problem.

8. Parking on the Village Green: Cllr. Peck advised that the previous Chairman had allegedly spoken to the residents living behind the Village Green about the parking issue. At the previous meeting, the possibility of erecting posts was raised. There was a query as to whether such posts would be allowed, as there are regulations about enclosure. Cllr. Peck undertook to investigate via the Land Registry the boundaries involved.

9. Trees on the railway embankment: Cllr. Peck reported that the Clerk had contacted Charles Mortimer of Construction Marine about the trees on the railway embankment. Construction Marine felt that the level of planting already carried out was sufficient and advised that they would not plant any more trees. However, they did promise to scatter more grass seed. Cllr. Hyder-Smith undertook to contact Network Rail to see if they would help.

10. Impact of the newly installed telegraph poles from the Old Rectory to Church End, on New Road: Prior to being co-opted onto the Parish Council (during the Open Forum) Cllr. Rodford had explained that, in order for a high speed internet service to be provided to a local farm, the farm had allowed BT Open Reach to erect telegraph poles on land adjoining New Road. There had been no planning notices, although there were notices on the poles advising who to contact to make a complaint. It was noted that the poles had a detrimental effect on the environment and that complaints from residents had not had any effect. Cllr. Hyder-Smith undertook to draft a letter to both BT and HDC, on behalf of the Parish Council and in support of the residents' views about the detrimental impact of the poles on the local environment.

11. Email from Cambridge Rambling Club: Cambridge Rambling Club was offering £800.00 for the improvement of paths in South Cambs. Members decided not to bid.

12. Health & Safety:

Street light on Beville – it was acknowledged that, thanks to Balfour Beatty, the new street light on Beville was working.

Grips on New Road – See item 7 g) above..

Railway Bridge – Cllr. Hyder-Smith to contact Network Rail and ask about possible installation of a light under the bridge (Bridge Street).

13. Planning:

New application ref. 1401979REM

Application for approval of appearance, layout, landscaping, layout and scale in respect of primary infrastructure (to support delivery of Primary School), comprising construction of new highways, new junction to Ermine Street, hard and soft landscaping, new electricity substation(s), gas governors, water pressure booster pump, foul and surface water drainage systems, foul water pumping station, utilities infrastructure, all associated earthworks, including ground remodelling and ancillary works (advanced outside of a key phase). Alconbury Weald, Ermine Street, Little Stukeley. Councillors agreed that, as these plans did not have a direct impact on the parish, Woodwalton PC would respond in support of the application.

14. Finance;

a) Payment of outstanding debts:

Cllr. Peck proposed retrospective approval of payment of items (1) to (4). Unanimously agreed.

(1) Cq. No. 340 – Mrs. D. Benham, wages and expenses of Parish Clerk for Nov. £113.21

(2) Cq. No. 341 – HMRC, PAYE/NI for Nov. £24.60

(3) Cq. No. 342 – Mrs. D. Benham, wages and expenses of Parish Clerk for Dec. £154.12

(4) Cq. No. 343 – HMRC, PAYE/NI for Dec. Sept. £24.80

Items (5) to (7) are reported below.

(5) Cq. No. 344 – Cambridgeshire ACRE, annual membership £54.00

(6) Cq. No. 345 – Mrs. D. Benham, wages and expenses of Parish Clerk for Jan. £67.42

(7) Cq. No. 346 – HMRC, PAYE/NI for Jan. £16.80

(8) Cq. No. 347 – The Friends of St. Andrews' Church £175.00

b) Current position - A copy of the receipts and payments was passed to all councillors. A copy will be attached to the minute book.

c) ACRE membership. Payment proposed by Cllr. Hyder-Smith, seconded by Cllr. Gilbert (see item 14(5)).

d) Wages, expenses and HMRC payments in respect of Parish Clerk for January. Proposed by Cllr. Peck, seconded by Cllr. Hyder-Smith (see items 14(6)-(7)).

e) To consider making a donation to the Friends of St. Andrew's Church. Copy of accounts received. Cllr. Rodford observed that the Church was the only historic public building left in the parish. Donation of £175.00 proposed by Cllr. Peck and seconded by Cllr. Hyder-Smith (see item 14(8)).

f) Donation to Woodwalton Village Hall. Accounts requested on 31st December. Nothing yet received. Cllr. Hyder-Smith proposed that no payment be made at present. Seconded by Cllr. Rodford. Deferred to next meeting.

g) Riptons Area News (RAN).

After some discussion about the Riptons Area News (£250.00 per annum), which included an observation of the problem of distribution in the parish, Cllr. Hyder-Smith proposed that a decision on whether or not to support the supply of this magazine to Woodwalton be deferred to the next meeting. Unanimously agreed.

h) Deed of Gift monies. In response to a query from Cllr. Gilbert, Cllr. Peck undertook to check that the Deed of Gift monies were held in a "deposit" account.

15. Correspondence:

a) Huntingdonshire Local Plan to 2036. Targeted Consultation and Seminars. Meeting on 26 January – Cllrs. Hyder-Smith and Peck to attend.

b) HDC Calendar of meetings – email from District Cllr. Howe explaining dates of meetings in Huntingdonshire during 2015. In an effort to avoid clashes, Cllr. Howe had suggested altering the date of the Woodwalton meeting. Cllr. Peck advised that she had responded and would follow this up with District Cllr. Howe.

c) Cllr. Peck advised that a letter of complaint had been received on 20 November 2014. It was acknowledged pending consultation with Councillors and a reply was sent on 9 December 2014, enclosing a copy of the complaints procedure. Issues for discussion by the Parish Council had been included on the agenda for this meeting.

d) Commemoration of the 70th Anniversary of the end of World War II. Email received from Cambridge County Council. Details to be advertised on the noticeboard.

e) ACRE. Email requesting support (by signing an online petition) for a campaign to call on the Secretary of State for Environment, Food and Rural Affairs not to withdraw funding for the ACRE Network of rural community councils (RCC's).

13. Reports from councillors:

No reports. Cllr. Peck undertook to send Cllr. Rodford details of the mandatory CALPAC course for Parish Councillors.

14. Date of the next meeting:

Wednesday 11th March 2014, starting at 7.30pm in the Village Hall. Cllr. Peck to confirm this with members.

Signed.....

Date.....