

Minutes of the Meeting of Woodwalton Parish Council held on Wednesday 16th May 2018 at 8:30pm

<p>Present: Cllrs P Peck (Chair), B Gilbert and L Lee</p> <p>In Attendance: L Ellis (Clerk), County Cllr T Rogers, District Cllr S Bywater, District Cllr D Tuplin and one resident</p> <p>Key: CCC = Cambridgeshire County Council HDC = Huntingdon District Council PC = Parish Council</p>		
1	Chairman's Welcome	The Chairman welcomed everyone to the meeting.
2	To receive apologies and reason for absence	None.
3	Member's declaration of Disclosable Pecuniary Interests	None.
4	Public and press participation session with respect to items on the agenda	None.
5	To sign and approve minutes of the meeting held on 26 th April 2018	To take the minutes as read and approve them as a true and accurate record. The minutes were then duly signed by the Chairman.
6	Matters arising from the minutes (information only)	None.
7	Reports from District & County Cllrs	<p>D.Cllr Tuplin stated that as the newly elected representative that he would attempt to attend as many meetings as possible but it may prove difficult due to him being a Parish Cllr in Sawtry; they also hold their meetings on a Wednesday evening.</p> <p>D.Cllr Bywater stated that he lives in Sawtry and was a former marine and police officer. In his other role as C.Cllr he spends much of his time in County Hall. The area that he covers has 21 parishes but he will continue to work alongside D.Cllr Tuplin and will help Woodwalton PC as much as possible.</p> <p>C.Cllr Rogers reported that the new LHI scheme is accepting bids which are due in by 31st July 2018.</p> <p>He recently attended a meeting to discuss the issue of pot holes, if they are perceived to be dangerous they will be highlighted with green paint and given priority. They will be cold filled if particularly dangerous and then tar applied. If pot holes are painted yellow then they will be repaired within 5-21 days, potholes painted white will be repaired within 3 months.</p>

Signed..... Dated.....

		<p>C.Cllr Rogers advised everyone to continue to report pot holes if they see them. Jo Challis is the CCC contact for highway issues.</p> <p>He further reported on the plastic policy at CCC - plastic is being banned within the authority and this initiative will be filtered down.</p> <p>Alconbury Weald Enterprise Zone has been named as the preferred choice for the relocation of the Cambridgeshire County Council headquarters which will operate on a hub-and-spoke approach to provide services.</p>
8	Reports from Parish Cllrs	<p>Cllr Gilbert reported that she had noticed yellow lines on some potholes in the village.</p> <p>Cllr Peck reported that the grass cutting looks poor with lots of arisings left behind.</p>
9	Correspondence	<p>Correspondence duly noted.</p> <p>Cllr Peck reported that with the introduction of the new General Data Protection Regulations on 25th May that we should contact the residents who have provided us with their email addresses, phone numbers and other personal data to ask them to confirm that they are happy for us to have this information. Cllr Peck agreed to draft a note to them.</p> <p>C.Cllr Rogers left the meeting at this juncture (8:45pm)</p>
10	Health & Safety	Nothing to report at this time.
11	Planning	It was noted that the HDC planning portal indicates an amendment to the planning application at Hove House relating to patio doors and the removal of a chimney. The PC are not consulted on planning application amendments.
12	<p>Finance inc:-</p> <p><u>a.Payment of accounts and receipts:</u></p> <p><u>April:</u></p> <p>£155.22 - Salaries (SO)</p> <p>£29.85- e-on (DD)</p> <p>£5,500 HDC precept payment (DC)</p> <p><u>May:</u></p> <p>£155.22 - Salaries (SO)</p> <p>£31.78 - e-on (DD)</p> <p>£986.76 - HDC (000405)</p> <p>£44.44 - L Ellis hall hire/stationery/postage (000406)</p> <p>£1,189 - Harry Stebbing Workshop map case (000407)</p> <p>£4,010.00 Village sign People village sign (000408)</p> <p>£50.00 Accountancy & Book-Keeping Services audit (000409)</p>	All payments were unanimously approved and all associated documentation was initialled by two signatories.

Signed..... Dated.....

	<p><u>b.Approval of the 2017/18 Annual Governance statement:</u></p> <p><u>c.Approval of the 2017/18 Annual Audit return:</u></p>	<p>Council unanimously agreed that the annual governance statement should be signed. The Chairman and the Clerk duly signed the statement.</p> <p>Council reviewed the 2017/18 year-end accounts and unanimously agreed that the annual audit return should be signed by the Chairman and the Clerk.</p>
13	Village Hall overview and reporting	<p>It was proposed by Cllr Peck and seconded by Cllr Lee that the advice given at the APM by C.Cllr Rogers, D.Cllr Bywater and D.Cllr Tuplin be accepted:-</p> <ul style="list-style-type: none"> • Write to the HSE requesting their recommendation on what the PC should do regarding an asbestos survey • The Working Group provide the PC with a full proposal with costings and business plan • The Working Group declare themselves as VH Trustees, be properly constituted and fulfil their legal obligations • Issue a response to the letter of complaint received from Mr Coles.
14	Network Rail Four Tracking project update	<p>It was reported that tree felling was taking place along Bridge Street. The Clerk to write to Network Rail to ask for an explanation as to why this is taking place especially during the bird nesting season.</p> <p>A response will be drafted to NR re the noise attenuation proposals.</p>
15	Update on the Local Highways Improvement Initiative	<p>The Clerk reported that CCC had advised that the work has been commenced and should be completed within a week.</p> <p>The PC agreed there would be no 2018/19 LHI submission.</p>
16	Update on the Speed Watch scheme	It was reported that the service had been suspended as a co-ordinator can not be found at present.
17	To discuss a grounds maintenance contract - tender process	Council considered the tender process and agreed that the Clerk should approach CGM and one other contractor to request that they provide quotations for the grounds maintenance work for the 2019 season in time for them to be compared against the HDC quotation.
18	Update on the street lighting issue	<p>The Chairman reported that UK Power Networks had advised that the column is fed via an underground cable from the over head line in the back gardens of the adjacent house. The cable has faulted in the garden and the owner of the property has refused access to locate, excavate and repair it and UKPNs have no specific rights of access.</p> <p>It was agreed that the Clerk should request that UKPNs visit the site again to clarify the problem and find a solution.</p>
19	Update on the parking on the memorial green	The Clerk reported that she had liaised with a resident to attempt to find a solution to the matter; the PC is trying to accommodate residents but they should not encroach any closer towards the memorial. It would appear that one car parks on a piece of hardstanding , and anecdotally, may have permission to do so. A low 'no parking on grass' sign could be installed. A small concession could be given for residents to have more of a turning circle, by putting in deep kerb stones around the turning circle but this should be undertaken and funded by the residents whose properties front the Green.

Signed..... Dated.....

		<p>Council thought this to be a reasonable proposal but it is unclear if we can offer this compromise to the residents, as further investigation is required on village greens.</p> <p>It was agreed that the Clerk should draft a letter to the Police to see if they can help the Council.</p>
20	Waste bin update	The Chairman reported that she had met with an HDC representative and agreed the site location for the waste bin in New Road. A purchase order to be raised as soon as confirmation on price/location has been received.
21	Date and items to be raised at the next meeting	<p>Wednesday 25th July 2018</p> <ul style="list-style-type: none"> ❖ Network Rail Four Tracking project ❖ Speed Watch scheme ❖ New waste bin ❖ Memorial Green parking ❖ LHI project ❖ Grounds maintenance contract ❖ Lighting issue (UKPN) ❖ VHWP overview and reporting ❖ Flooding issues
	Meeting closed	The Chairman thanked everyone for attending, the meeting then closed at 9:25pm

Signed..... Dated.....