

Minutes of the Meeting of Woodwalton Parish Council held on 25th January 2017, 7.30pm

Present: Cllrs Peck (Chairman), Pinder, Gilbert, Lee, Rodford and the Clerk Members of the public: 3 Key: PC Parish Council HDC Huntingdonshire District Council CCC Cambridgeshire District Council		
1	Chairman's Welcome	
2	To receive apologies and reasons for absence	None.
3	Members Declarations of Pecuniary Interest relating to matters on the agenda	None.
4	Public and press participation session with respect to items on the agenda	None.
5	To sign and approve minutes dated 30 th November 2016	The Parish Council, unanimously, agreed these to be a true reflection of the meeting . The Chairman signed and dated each of the pages.
6	Matters arising from the minutes (information only)	None.
		It was requested by 2 members of the public, representing the Village Hall Committee, to discuss items 19, 20 and 21 at this point, due to their need to leave the meeting early. The PC agreed.
19	Update from Cllrs Peck and Lee regarding taking up seats on the Village Hall Committee	Cllr Peck confirmed that both Cllr Lee and herself, would be taking up the seats on the Village Hall Committee and the Cllrs were awaiting notification of the next meeting.
20	Request from the Village Hall Committee for the release of funds to instruct a survey of the hall (3 quotes received)	Quotations had been received from Fordham Consulting £361.20, Richard Money Associates £810.00 and Gawn Associates £396.00. (Quotes are inclusive of VAT) The PC reviewed the specifications and unanimously, agreed with the recommendation of the Village Hall Committee, which was to proceed with Gawn Associates to conduct the survey . It was agreed that the works would be instructed and the PC would be invoiced. Survey costs to be taken from the Solar Panel Gift Monies held in the PC reserve account.
21	Response from the Village Hall Committee regarding the PC's request for residents affected by the Anglian Water works to park at the Village Hall	The committee representatives explained that, with wet weather, there was concern that parking on the grass at the Village Hall would cause considerable damage and therefore, the request was denied .
		At this point, the 2 members of the public left the meeting.
7	Reports from Parish Cllrs	Cllr Pinder reported lunch boxes and other waste left under Green Lane Bridge. Cllr Pinder advised that he had complained to Network Rail. Cllr Peck reported rubbish, of a faecal nature, left behind from a Garlic van, under the same bridge. Cllr Peck added

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		that she had made a complaint to the company.
8	Reports from District and County Cllrs	D Cllr Howe and C Cllr sent their apologies.
9	Clerk's report, inc:- Request to purchase a laptop for PC work using the Transparency Fund allocation	<p>This request was made in retrospect and was actually agreed at the end of the PC meeting on the 30th November 2016, but not minuted, in error. The Clerk had the PC's agreement to purchase a laptop for up to £300.00. The Clerk purchased a laptop in the Boxing Day sales for £314.00.</p> <p>The Clerk discussed with the PC the need for security on the laptop (£31.99) and suggested MS Office package (£119.99). The PC agreed for the Clerk to purchase both of these items and to reimburse the Clerk for all payments at the next meeting.</p> <p>The Clerk also advised that, following a discussion with Cllr Peck, she had approached UK Power Networks regarding small power cuts in Woodwalton. Cllr Peck was concerned about vulnerable residents. The response from UK Power Networks tied in with what had been experienced and there had been a recent mailing to residents providing a help number to call for those vulnerable in a power cut. This helpline number was also on the PC website.</p>
10	<p>Correspondence received, inc:-</p> <p>a) Email - Resident, regarding dog mess, rubbish on the green, soil deposits on the Memorial Green</p> <p>b) Email - Resident, requesting pressure from the Parish Council to be applied to HDC, regarding the removal of a tent erected by a resident in New Road</p> <p>c) Email - CCC, Consultation on a draft Corporate Energy Strategy for Cambridgeshire County Council Scheme</p>	<p>The PC agreed to place more stickers around the village reminding residents to pick up after their dog. It was also agreed that a separate letter reminding residents of the dog fouling regulations would be issued with a future letter drop. Cllr Peck agreed to dispose of the rubbish on the green following the meeting. The soil on the memorial green was placed there in an attempt to reinstate the border of the green and whilst it looked unsightly at the moment, the PC offered to sprinkle some grass seeds, at the appropriate time, to re-grow the grass on this patch. The Chairman struck this item from the agenda as this item was not an issue for the PC.</p> <p>PC noted.</p>
11	Health & Safety	None.
12	Planning	None.
13	<p>Financial report and payments to be made, inc:-</p> <p>Approval of the following:</p> <p>a) £310.44 (£155.22 x 2) (STO) Clerk's salary and expenses, Dec 2016/Jan 2017</p> <p>b) £2.50 Refund to the Clerk for</p>	All payments were checked and approved.

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	<p>paper</p> <p><i>Not on the agenda</i></p> <p>£600.00, to share Speedwatch equipment with Upwood and the Raveleys, Wistow and Bury Parish Councils, as agreed in the minutes of 30th November 2016, agenda item 16, Budget discussion</p> <p>c) To note the reconciled bank account balance</p>	<p>Reconciled current account, bank balance - £4,961.84</p> <p>Reconciled reserves account, bank balance - £29,264.78</p>
14	To arrange the purchase of hi-vis jackets and litter pickers for Community Highways Volunteering	It was agreed that Cllr Pinder will arrange the purchase of jackets and the Clerk will place an order for litter pickers.
15	Update from the Clerk regarding Ditch Clearing	The Clerk explained that she had contacted Malcolm Day at DayClean who had previously cleared the ditch. He advised that he is instructed by Luminus and to contact them to advise that the ditch needed clearing. The Clerk did this and Luminus had offered to come out and review the ditch and instruct works, if necessary.
16	<p>Update from Cllr Rodford regarding:-</p> <p>a) Repairs to fascia of the bus shelter</p> <p>b) Repairs to the seat in the bus shelter</p>	<p>Cllr Rodford reported that he had had a maintenance provider, Chris Myers, look at the fascia. The roof of the bus shelter is slightly sagging which will compromise the work. Chris had offered to do the work to the fascia and support the roof and will do the work for £100.00, in total. The PC agreed for Cllr Rodford to instruct Chris to do the work.</p> <p>Cllr Rodford reported that the seat was not broken but had been distorted. He advised that he did not think that there was anything that could be done to improve this and would refurb the seat himself in better weather.</p>
17	HDC quoted for grass cutting 2017/18	The quote was requested by the Clerk and was for the same cost as last year - £60.40 excl. VAT, per cut. The PC agreed to instruct HDC to continue their work on the greens.
18	Approval to engage Valerie Seekings as Internal Auditor for the review of PC records, for financial year 2016/17	Unanimously, approved.
22	Update from C Cllr Tew following his communications with John Lambert at Anglian Water	C Cllr Tew had reported to the Clerk that he had not managed to communicate with John Lambert, as yet. To follow up at the next meeting.
23	Update from Cllr Pinder regarding Speedwatch	Cllr Pinder reported that indoor training for 6 volunteers had taken place, with at least one more volunteer to be trained. Dave Driver was to be the Co-ordinator of the volunteers and further training in situ. was to commence, shortly. The PC thanked Cllr Pinder for his work.
24	Update from Cllr Pinder regarding Local Highways Improvement Initiative	Cllr Pinder reported that the presentation had taken place at HDC and he expected to hear the result around the 14th March.
		The meeting was suspended briefly whilst the PC asked a

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		member of the public what her perception was of the level of disturbance from tenants and customers from the Elephant & Castle. The meeting resumed.
25	Review of the disturbance from tenants in the chalets at the Elephant and Castle establishment	The PC wanted to understand who was responsible and therefore, the PC's contact, at the Elephant & Castle when there was a need, in the absence of the owner. It was, unanimously, agreed for the Clerk to write to the managers of the pub to ask this question and to report back at the next meeting.
26	Review by Cllrs Peck and Pinder of the new Consolidated Definitive Map and Statement of Public Rights of Way	To be actioned, shortly.
27	Items to be raised on the next agenda	Continuing items, plus a discussion of mains drainage.
28	Date of next meeting	29th March 2017
	The meeting ended at 9.30pm	

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