

## Minutes of the Meeting of Woodwalton Parish Council held on Wednesday 28<sup>th</sup> March 2018 at 7:30pm

<p>Present: Cllrs P Peck (Chair), B Gilbert and L Lee</p> <p>In Attendance: L Ellis (Clerk), County Cllr T Rogers and 9 residents</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	District Cllr R Howe.
3	Member's declaration of Disclosable Pecuniary Interests	None.
4	Public and press participation session with respect to items on the agenda	<p>The Chairman reported that following the receipt of the resignation of the whole of Woodwalton Village Hall Committee, the Parish Council has received further correspondence stating that the Woodwalton Village Hall Community Working Group has been formed:-</p> <p>'We have intentionally not created specific titles for every core member of our working party because in our opinion it is our experience that defining the role specifically puts people off. We will nominate the Secretary and Treasurer roles and to all intense and purpose the Secretary will take the responsibility to receive and send all correspondence and co-ordinate the working group administrators.</p> <p>For the sake of clarify all correspondence within our group will be via the Secretary. We have already reported on our founding statement that we will follow the rules of the corresponding Conveyance for the village hall.</p> <p>Our intention is to revive the village hall and to put in place all necessary regulated systems so as to conform to public safety. Until such time hiring to the general public cannot take place as a risk assessment is not good enough to allow this to happen.</p> <p>Depending on how well things progress which include funding, we are aiming to have at least a usable hall prior to Christmas 2018 but hopefully sooner.</p> <p>The main working group Administrators are as follows:-  Mrs Christine Taylor – Secretary  Mrs Tracey Adams – Treasurer  Michael Coles  Mrs Christine Coles</p> <p>The following people have signed up to help and support the working group:-  Mike Taylor      Jake Dean      Maggie Day      Anita Steele  Ian Rowell      Ray Jeakins      Sarah Ellis      Sarah Rowell  Liz Wilson      Richard Logan      Adam Rowell      Stuart Roberts  Tim Shaw      Maria Shaw</p>

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

		<p>As a summary statement it can be justified that sufficient interest still exists in our village and a village hall can again be the centre point. WVHCWG Secretary'</p> <p>Two estimates for floor repairs were also produced. It was also reported that the drains have been checked and have been unblocked.</p> <p>The Anglian Water funding of £750 will be used for water drainage and upgrading the toilets.</p>
5	To sign and approve minutes of the meeting held on 31 <sup>st</sup> January 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>County Cllr Rogers reported that it is likely that Shire Hall will be moving over the next four years possibly into a new smaller building. He highlighted the recent issues at Northamptonshire County Council and that the Government are recommending a move to Unitary Governance.</p> <p>He then recommended that residents should report all potholes they find as the more people that report the same pothole it is likely that Highways will rise up the priority list.</p> <p>Having held two County-wide General Parish meetings it was unfortunate that Woodwalton Cllrs have not been able to attend. These meetings are useful to jointly identify problems giving a unified approach, subjects covered so far being:- Highways, additional housing in Ramsey and scamming.</p> <p>The Chairman asked County Cllr Rogers for his help in resolving an issue relating to a number of street furniture signs in Woodwalton as no one wants to take responsibility for them. He agreed to take the matter up with District Cllr Howe.</p>
8	Reports from Parish Cllrs	None.
9	Correspondence	<p>Correspondence duly noted.</p> <p>A letter and an email regarding the condition of the 'state of the village' were considered. The Chairman agreed to clear the leaves from the bus shelter.</p>
10	Health & Safety	Nothing to report at this time.
11	Planning	18/00470/FUL - Land at 19 Beville, Woodwalton: Erection of a single 2 bed dwelling. No objection - the development will contribute positively to the housing problem in the village.
12	<p>Financial report and payments to be made inc:-</p> <p><b><u>Expenditure:</u></b></p> <p><b><u>February:</u></b></p> <p><b>£155.22 - Salaries (50)</b></p>	<p>All payments were unanimously approved and all associated documentation was initialled by two signatories.</p> <p><b>Agreed.</b></p>

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

	<p>£29.85- e-on (DD)  <u>March:</u>          £155.22 - Salaries (SO)          £26.96 - e-on (DD)          £21.80 - L Ellis          stationery/postage          (000404)</p> <p><u>Year-end process:</u></p>	<p><b>Agreed.</b></p> <p>The Clerk reported that the internal auditor will commence a review of the accounts for 2017/18 in early April in readiness for the accounts to be signed off at the May meeting.</p>
13	To discuss the notice detailing the resignation of the village hall committee	<p>Councillors considered the correspondence received from the Village Hall Committee and newly formed WVHCWG; as the VH Committee had stood down it was thought to be usual that members are voted in. Villagers own the village hall and it is unclear as to who it is registered to. Also, with the VH Committee standing down there was some concern relating to the name on the bank account and its signatories.</p> <p>It was noted that the next steps have been addressed within the documents received. The PC will offer their help where possible and will write to the WVHCWG with reference to the necessary legal requirements.</p> <p>It is understood that an asbestos survey is no longer necessary, the PC therefore recommend accepting the estimate received from J&amp;L Flooring Services for the sum of £5,300. The Clerk to transfer the necessary solar farm funds into the PCs current account and will raise a purchase order to enable the work to commence in early May.</p>
14	To retrospectively approve the renewal of the village hall annual insurance	This matter has been resolved.
15	Network Rail Four Tracking project update	It was noted that Abbots Ripton Parish Council are hosting a meeting with Network Rail from 7:00pm on Tuesday 10 <sup>th</sup> April 2018. The meeting is to be held at the Abbots Ripton Village Hall and all residents of Abbots Ripton, Woodwalton and surrounding areas are invited to attend.
16	Update on the Local Highways Improvement Initiative	County Cllr Rogers agreed to contact Karen Lunn (Cambs CC) to request a progress update.
17	Update on the Speed Watch scheme	Item deferred to May meeting.
18	To consider the 2018 HDC grounds maintenance quotation	<p>The Clerk reported that HDC were unwilling to amend their maximum number of visits from 12 to 8 and would cancel their quotation if we did not accept the original quotation. The quotation was therefore accepted as there would be insufficient time to undertake a tender process to find an alternative contractor.</p> <p>It was agreed that a tender process would be carried out at a later date for the 2019 season.</p>

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

19	Update on the street lighting issue	<p>The Clerk reported that the Parish Council's electrical contractor has been in regular contact with UK Power Networks but a resolution has not yet been found.</p> <p>It was noted that a resident had written to the PC stating that they had not refused access to their property to resolve the issue of the supply of power to the street light as indicated by UK Power Networks.</p> <p>It would appear that the engineers had concluded that the power cable lay underneath the resident's driveway and across to the electricity pole situated on the property of the Elephant and Castle. They then indicated that their planners would need to find a resolution.</p>
20	Update on the parking on the memorial green	It was agreed that the Clerk would continue to work with a resident to obtain quotations at which time residents will be approached for their views on the proposals.
21	To select a new waste bin	The Chairman reported that it had yet not been possible to meet with a representative from HDC to discuss the purchasing of a new waste bin and where it could be sited.
22	To consider a location for a gifted Oak tree	It was noted that Global Tree Solutions (GTS) had gifted the Oak tree to another parish.
23	Parish Councillor election process - 3 <sup>rd</sup> May 2018	It was reported that Woodwalton Parish Council is able to elect five Councillors and the deadline for submission of nomination forms is by 4pm, Friday 6 <sup>th</sup> April.
24	Date and items to be raised at the next meeting	<p>Wednesday 16<sup>th</sup> May 2018</p> <ul style="list-style-type: none"> <li>❖ Network Rail Four Tracking project</li> <li>❖ Speed Watch scheme</li> <li>❖ New waste bin</li> <li>❖ Memorial Green parking</li> <li>❖ LHI project</li> <li>❖ Grounds maintenance contract - tender process</li> <li>❖ Lighting issue (UKPN)</li> <li>❖ 2017/18 year-end accounts</li> <li>❖ VHWP overview and reporting</li> </ul> <p>County Cllr Rogers left the meeting at this juncture (8:40pm)</p>
	Meeting closed	The Chairman thanked everyone for attending, the meeting then closed at 8:42pm

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