

Minutes of the Meeting of Woodwalton Parish Council held on 30th September 2015, 7.30pm

Present: Cllrs Peck (Chairman), Hyder-Smith (Vice-Chairman), Gilbert, Rodford, Pinder and the Clerk C Cllr Tew Members of the public: 5 Key: PC Parish Council HDC Huntingdonshire District Council CCC Cambridgeshire District Council		
Given the list of agenda items, a continuation meeting will follow on 5 th October 2015.		
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	Items noted from the members of the public present were addressed as the PC proceeded through the agenda.
5	To sign and approve minutes dated 29 th July 2015	The Parish Council, unanimously, agreed these to be a true reflection of the meeting. The Chairman signed and dated each page.
6	Matters arising from the minutes (information only)	None.
7	Reports from District and County Cllrs	D Cllr Howe sent his apologies. Cllr Tew addressed the PC to encourage the group working of parishes, to improve financial efficiency. He requested two Cllrs to attend group parish meetings, which he would arrange. Cllrs Pinder and Hyder-Smith volunteered their time.
8	Reports from Parish Cllrs	Cllr Hyder-Smith reported a speedy response to a complaint regarding fly tipping under the bridge, New Road. He also advised that he considered the road down to Church End to be nearly impassable and beyond patching. He informed members that he had reported his concerns and encouraged more members of the public to do so. C Cllr Tew noted this.
9	Clerk's report	The Clerk reported that she had ordered a poppy wreath for the Remembrance Service on 8th November , 9.15 on the Village Green. A member of the public offered to lay the wreath on behalf of the village.
10	Correspondence received, inc:- a) Email- resident of Hove House, response to the List of Criteria in relation to the request made to have the street light outside of their house removed, as approved by the Parish Council on 29 th July 2015 b) Email - resident, request under	PC noted. The Clerk reported that this has been provided to the

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

	<p>the Freedom of Information Act 2000, for all correspondence relating to the matter of the removal of the street light outside Hove House</p> <p>c) Email - resident, requesting the Parish Council carry out an internal review due to the dissatisfaction with their response to their Freedom of Information request</p> <p>d) Email - resident, notifying the Parish Council of the following street lighting issues and a request for more street lighting in the village</p> <ul style="list-style-type: none"> • Light at the bus stop - not working • Light at the Village Hall - not working • Light at the Cross - issue with timer 	<p>resident.</p> <p>PC noted.</p> <p>PC noted.</p>
11	Decision following the receipt of correspondence 10.a, List of Criteria required to be met in order for the Parish Council to grant permission for the street light, outside Hose House, to be removed	The Clerk reported that the resident had not accepted the List of Criteria in an email to the Clerk on 9 th August 2015. The PC, unanimously, agreed that this situation was now RESOLVED.
12	Decision following the receipt of correspondence 10.c, request for an internal review regarding the Freedom of Information request	The Clerk reported that she had contacted the Information Commissioner's Office and had been informed that if the PC did not have a procedure to carry out an internal review, they would be unable to perform this. The Clerk confirmed that the PC did not have an internal review policy. The PC, unanimously, agreed that this could not be actioned.
13	Consideration be given to allowing Cllrs Hyder-Smith and Pinder to formulate a road safety improvement scheme for Woodwalton, with CCC and to agree to the scheme being submitted under the Local Highways Improvement Initiative, subject to the costs to the Parish Council not exceeding £1100.00	Cllrs Hyder-Smith and Pinder reported that they had recently attended the CCC depot meeting and had gained some insightful information. The PC heard the outlines of the proposed scheme and unanimously, agreed for this to be submitted. Cllrs Hyder-Smith and Pinder were thanked for their work. It was, unanimously, agreed for the Clerk to contact Network Rail to request a footpath being constructed under the railway bridge.
14	To discuss the analysis of the questionnaire informing the village plan, inc:- a) A discussion around whole village street lighting	Cllr Hyder-Smith briefly reported on the analysis and offered to formally provide this to the PC after he had met with the group who organised the questionnaire. Cllr Hyder-Smith was thanked for his work.

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15	To draw the winners of the Questionnaire Prize Draw	1 st Prize - Rachel Ockenden, 2 nd Prize - Alan Holden, 3 rd Prize - Frank Lee.
16	Health & Safety, inc:- a) Lack of display of a valid Insurance Certificate inside the Village Hall	The Clerk reported that she had received no response to her letter to the Village Hall Committee Chair, however, it was noted that a Confirmation of Cover note was now displayed on the noticeboard in the hall and this satisfied the PC that the hall was insured. RESOLVED.
17	To consider the future of the village hall	Cllr Hyder-Smith reported that the questionnaire analysis reported an overwhelming support for the use of the Village Hall, but not in its current state. The Clerk was requested to write to the Village Hall Committee Chair to request a meeting between the committee and the PC.
18	To approve the quotation to fix street lights which are not working, K&M Lighting	Lights to be made good: <ul style="list-style-type: none"> • Light at the bus stop - not working • Light at the Village Hall - not working • Light at The Cross - issue with timer Cllr Pinder added that: <ul style="list-style-type: none"> • Light opposite 8 The Green - not working The Clerk reported that it would cost £60.00 plus VAT to make good the lights that were not working (3) and £350.00 plus VAT to replace the obsolete light at the Village Hall. The PC discussed and agreed to proceed with this quotation given K&M Lighting were regularly used by the Parish Council to address lighting issues and the situation needed to be addressed quickly. The Clerk was also requested to write to the residents at 8 The Green to request the ivy around the pole and light be removed.
		At this point one member of the public left the meeting.
19	To note the renewal of the Parish Council insurance with Community Action Suffolk	The Clerk reported that she had questioned the original annual renewal at £307.67, which did not appear to insure the 7 street lights/poles for the appropriate replacement value, which the PC understood to be £2,300.00, as quoted in March 2015, by K&M Lighting. The Clerk had obtained a revised quotation of £414.27 to include the upgrade, which the PC, unanimously, agreed to proceed with.
20	Financial report and payments to be made, inc:- Approval of the following <i>Expenditure</i> ai) £286.06 Clerk's salary and expenses, August/September 2015 a ii) £414.27 (revised from the original £307.67 Community Action Suffolk <i>Receipts</i> b) £32.74 UK Power Networks c) To note the reconciled bank	All payments were approved. The Clerk explained that this was an annual receipt, agreement reference 'Reine and Park Farm', for a wayleave to house 2 underground cables and 2 poles (1 with a stay wire) The Clerk requested for the banking to be reviewed at

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

	account balance	the continuation meeting on the 5th October. This was, unanimously, agreed.
21	Update on the Parish Council website - Clerk	The Clerk reported that this was now live. Cllrs Rodford and Peck offered to post flyers into residents' homes to advise them of the new facility.
22	Date of next meeting	5th October (continuation meeting) 2015, 7.30pm
	The meeting ended at 9.30pm	

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