

Minutes of the Meeting of Woodwalton Parish Council held on 30th March 2016, 7.30pm

Present: Cllrs Peck (Chairman), Gilbert, Rodford and the Clerk C Cllr Tew D Cllr Howe Guests: Anglian Water, Mark Pickering and Peter Dobson 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	Cllrs Hyder-Smith and Pinder sent their apologies and these were accepted.
3	Update from Anglian Water re the new sewerage system	<p>Mark Pickering, Project Lead and Peter Dobson, Project Manager presented to the public.</p> <ul style="list-style-type: none"> • Scheme progressing well. Location near to the Village Green had been approved and the Deed of Grant had been secured. • Water Recycling Centre had agreed in principle with Lord Ramsey (land owner) for access to land. • Road notices for closures, agreed in principle, and Highways on board. • Environment Agency and Natural England to discharge sewerage treatment works. • A 3rd party stakeholder statement expected shortly. • Cost for homes to bear, from fence line to individual access. • Luminous homes will be invited to connect. • Project duration expected to take 6/9 months. Expected village on mains sewerage by middle of next year, at the latest. • Program start expected October/November 2016. • 6 weeks ahead of program start, public will be invited to attend a presentation and opportunity for one to one discussions with Anglian Water. <p>Anglian Water were thanked for their time and agreed to come to the Annual Parish Meeting on 25th May, 7pm with materials (drawings on boards) to aid residents understanding of the project.</p> <p>PC website to be updated and a pdf of the information pamphlet supplied by Anglian Water, will be available.</p> <p>At this point Mark and Peter left the meeting.</p>
4	Members Declarations of Pecuniary Interest relating to matters on the agenda	None.
5	Public and press participation session with respect to items on the agenda	None.

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

6	To sign and approve minutes dated 17 th February 2016	The Parish Council, unanimously, agreed these to be true reflection of the meeting . The Chairman signed and dated each of the pages.
7	Matters arising from the minutes (information only)	None.
8	Reports from District and County Cllrs	C Cllr Tew reported that the new boundary changes for the county would come into effect in 2017. Woodwalton to become part of the Stukeleys and Warboys Ward. He added that CCC were setting up a contact centre specifically for the elderly and vulnerable. D Cllr Howe reported the clustering of parishes will come into effect in 2017 to reduce the no. of constituencies.
9	Reports from Parish Cllrs	Via the Clerk, Cllr Hyder-Smith reported that, in total, 12 bags of rubbish were collected on the Clean for the Queen clean-up.
10	Clerk's report, inc:- a) A request to attend SLCC (Society of Local Council Clerks) training, 20 th April 2016 and share a joint payment of £70.80 inc. VAT, with Old Weston, Conington and Upton & Coppingford Parish Councils	This request was, unanimously, approved . The Clerk advised to await her receipt of the invoice before a payment is made.
11	Correspondence received, inc:- a) Email - Resident regarding a request under the Freedom of Information Act 2000, regarding the Village Hall b) Email - Chairman of the Village Hall, (refer to letter from the PC dated 4 th April 2015, agenda item 17. Minutes of the 30 th September 2015 and agenda item 22. Minutes of 25 th November 2015) c) Email - HDC, Quotation received for grass cutting d) Email - Resident, complaint regarding PC expenditure related to the Community Led Plan, (see agenda item 10i) on 17 th February 2016 minutes)	The PC noted the request and the Clerk advised that she would respond to the resident by 6 th April 2016 and had advised the resident of this The Chairman of the Village Hall apologised for not replying sooner and advised that the Christmas Draw made £91.00 profit, taking funds to just under £1000.00. He added that he was grateful for the hall having an interest taken by the PC and that more members were needed to help raise funds. Refer to agenda item, 15. Quotation for £60.40 per cut was received. Previously, HDC charged £44.00 per cut. The quotation was, unanimously, approved as per discussion in minutes 25 th November, agenda item, 18. Clerk to advise HDC. This item was not published on the agenda of 17 th February 2016, although the correspondence was received. Therefore, it was decided to add it to this agenda. The PC, unanimously, agreed to that there was no change to their response from 17 th February 2016 and the resident was to be advised. The Clerk advised that the resident wished to make it known that he was, "complaining", about all PC expenditure and issues relating to parking on the green. Although the word 'complaint' was used, it did, however, appear that the email read as unhappiness regarding PC decisions and not specific complaints. It was, unanimously, agreed for the Clerk to write to the resident and encourage them to attend

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

		meetings to have their say at the front of the meeting, so as to inform PC decisions, later on in the agenda.
12	Health & Safety	None.
13	<p>Financial report and payments to be made, inc:-</p> <p>a) Approval of the following:</p> <p><i>Expenditure</i></p> <p>£143.03 (STO) Clerk's salary and expenses, February 2016</p> <p>£10.83 (CHQ 372) Clerk's website maintenance payment, February 2016</p> <p>£153.86 (STO) Clerk's salary and expenses, March 2016</p> <p>£5.00 (CHQ 372) Refund to the Clerk for stationery (USB memory stick)</p> <p><i>Receipts</i></p> <p>£271.65 Transparency Fund</p> <p>b) To note the reconciled bank account balance</p>	<p>All payments were approved and the cheques and paperwork were signed by Cllr Peck. Clerk to ask Cllr Hyder-Smith to also sign when he returns to work.</p> <p>Clerk advised that the STO was now up to date to cover her additional hour from the March payment.</p> <p>The Clerk explained that the USB stick that contained all older files had become stuck and not usable. She had bought a new one to resave the files. Cllr Peck offered to attempt to fix the original one.</p> <p>This payment was received after the agenda was published. This payment will be ring fenced for future spending on PC equipment (laptop/scanner).</p> <p>Reconciled current account bank balance - £2,591.16 Total including reserves £31,845.43</p>
14	<p>Policies, inc:-</p> <p>Approval of the following:-</p> <p>a) Transparency Code for public spending</p> <p>b) Freedom of Information policy</p>	Both policies were, unanimously, approved.
15	Update regarding the Village Hall management	<p>Cllr Peck advised that she had requested the Clerk rename this agenda item to indicate that the PC are interested in the sustainability and succession of the village hall management.</p> <p>Following the letter from the PC to the Chairman of the Village Hall on 20th October 2016, no acknowledgement of the PC's request to meet with the committee was made by the Chairman.</p> <p>The Clerk reminded the PC that the responsibility of the Village Hall (village asset) will fall to the PC should the management of the hall no longer be operational.</p> <p>It was again noted that the Village Hall Constitution stated that there should be two members of the Parish Council sitting on the Village Hall Committee. It was, unanimously, agreed for the Clerk to write to the Chairman of the Village Hall to request two members of the PC sit on the committee with a view to helping with the sustainability of the committee and the hall.</p> <p>Clerk to report back at the next meeting.</p> <p>The Clerk added that she had asked the Chairman of the hall if it would be helpful to have a page on the PC website with booking information and a request for more volunteers.</p>

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		He agreed and this had been actioned.
16	Ownership of the trees on the village green update - Clerk	The Clerk advised that CCC were not able to advise on the ownership of the trees. It was, unanimously, decided that any future requests for these trees to be trimmed should be made in writing to CCC. RESOLVED.
17	Planting on the railway embankment update - Clerk/Cllr Hyder-Smith	As before, the state of the trees will be investigated by Network Rail in Spring. To be reviewed at the next meeting.
18	Local Highways Improvement Scheme application update, inc:- a) Decision on funding approval	Via the Clerk, Cllr Pinder reported that the application was unsuccessful , this time. Cllr Pinder has requested CCC provide an estimate of cost to put in a footpath under the railway bridge. To be reviewed at the next meeting.
19	Update on the Community Led Plan	To be reviewed at the next meeting.
		At this point Cllr Howe left the meeting.
20	To consider holding a village Strawberry Tea in celebration of the Queen's 90 th Birthday	Cllr Gilbert made this request and it was received well by all. She advised that she considered that any costs would be covered but added that she was not able to lead a working party. The Clerk offered to add any details to the website when they were decided. At present there is no-one leading this.
21	Date of next meeting - 25th May 2016 , including the Annual Parish Meeting followed by the Annual Meeting of the Parish Council	The Annual Parish Meeting will commence at 7.00pm where Anglian Water will present to the public. This is an open, public, meeting. The Annual Meeting of the Parish Council will follow at 7.30pm.
	Items to be considered on the next agenda	Anglian Water update, possible reinstatement of the 4 th railway line.
	The meeting ended at 9.30pm	

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