

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

Present: Cllrs Peck (Chairman), Pinder, Gilbert, Lee, Rodford and the Clerk Members of the public: 2 County Cllr Tew District Cllr Howe 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 28 th September and 16 th November 2016	The Parish Council, unanimously, agreed these to be true reflections of the meetings . The Chairman signed and dated each of the pages.
6	Matters arising from the minutes (information only)	Regarding the meeting of 28 th September 2016, Cllr Pinder advised that a comprehensive set of draft minutes of the Residents' Meeting of the 17th September 2016 , had been produced. When finalised, Cllr Pinder requested permission for these to be added to the Parish Council website . Permission was, unanimously, granted by the PC. Regarding the meeting of the 16 th November 2016, Cllr Pinder advised that the Local Highways Improvement initiative (LHI) submission for 2017/18, was completed on 18 th November. The next stage would be for the PC to present this project to the Member Panel, mid-January. Cllr Pinder to provide an update at the next meeting. Cllr Pinder also advised that, following a meeting regarding Community Highways Volunteering with Sophie Parsons, Local Highway Officer, he was informed that volunteers will need to work in pairs (as a minimum) and wear high visibility jackets and heavy duty gloves for litter picking. He requested adequate budget provision for this equipment (including litter pickers, bags, etc.) be made in agenda item 16. or agreement is made to purchase equipment in this current financial year.
7	Reports from Parish Cllrs	Cllr Pinder advised that, after speaking with Paul Cole, District Community Speedwatch co-ordinator, he hoped to be able to arrange training for Speedwatch volunteers in January . Cllr Peck informed that she had attended the presentation from the Secret Garden Party organisers and she felt that they were trying hard to work within their remit. She added

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

		<p>that no complaints had been received from Woodwalton residents, however, the recorded noise levels did appear, at times, to have exceeded the restricted limit. At the meeting, this was attributed to the railway. Cllr Peck advised that Robin Howe had requested further analysis and clarification of this. Cllr Peck to forward the presentation to all cllrs.</p> <p>Cllr Peck added that she had also attended the Tour of Cambridgeshire presentation and the event will be publicised more in February 2017.</p> <p>Cllr Gilbert advised that she had contacted Anglian Water to report that their hydrant had been producing water for 3 days.</p> <p>Cllr Peck advised that, the planned conference held by Luminus had been postponed to the new year.</p> <p>Cllr Rodford advised that he had litter picked from the Rectory down to Church End and found that only half the amount was collected, in comparison to that last time that he performed this task.</p>
8	Reports from District and County Cllrs	<p>D Cllr Howe had no new information to report.</p> <p>C Cllr Tew advised that Devolution had been passed and was moving forwards. He added that parishes will be expected to work in collaboration with each other, alongside HDC.</p>
9	Clerk's report	None.
10	<p>Correspondence received, inc:-</p> <p>a) Email - Jason Ablewhite, Police and Crime Plan survey</p> <p>b) Email - CCC, Enforcement Plan for Planning, Materials and Waste</p> <p>c) Email - HDC, SPD: Huntingdonshire Design Guide 2016, consultation</p> <p>d) Email - Tour of Cambridgeshire, consultation</p> <p>e) Email - HDC, Tree Planting Scheme</p> <p>f) Email - CCC, Energy Switch scheme</p>	<p>Clerk to add to website.</p> <p>PC noted.</p> <p>Clerk to add to website.</p> <p>PC noted. Tour to take place 3rd/4th June 2017.</p> <p>Clerk to add to noticeboard and website.</p> <p>Clerk to add to noticeboard and website.</p>
11	Follow up, regarding the disturbance from tenants in the chalets at the Elephant and Castle establishment, including the response from Jon Collen, Housing at HDC	<p>The Clerk reported that Jon Collen's emailed response to the PC's letter of the 27th September 2016, was to repeat the response that he had already sent to the complainant who had originally approached the PC, (see minutes of 12th September 2016).</p> <p>D Cllr Howe reported that since January 2016, there had been a tremendous up-turn in homelessness and HDC, as an emergency plan, had been using temporary accommodation. He suggested that Devolution may facilitate modular homes like those planned for the Alconbury Weald.</p> <p>It was noted that the Elephant and Castle was under new management and therefore, the PC, unanimously, agreed to keep a watching brief and add this item to the next agenda.</p>

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

12	Anglian Water: Notice of Intention under the Water Industry Act 1991, section 159, relating to the access strip by and including the memorial green	After a full discussion, it was, unanimously, agreed for C Cllr Tew to contact John Lambert at Anglian Water to ascertain; i) whether residents affected by this work, had been previously informed at the information day that took place on the 9 th November 2016. ii) how long this specific work would take iii) an understanding of the whole concept. C Cllr Tew to copy in the Clerk in all correspondence. It was recognised that temporary parking provision would be useful, throughout the village, as the new sewerage system is installed. The Clerk was requested to communicate with the Village Hall committee to see if they would consider allowing residents affected, to park at the Village Hall, during this period of works. Works to commence at the end of February 2017.
13	Health & Safety	Cllr Peck advised that the National Speed Limit/30mph sign in New Road (railway side) was in need of repair. Cllr Pinder offered to communicate this to Sophie Parsons (Highways), for her to address. Cllr Lee noted that the verge in New Road needed tidying up and Cllr Pinder also offered to discuss this with Sophie Parsons.
14	Planning, inc:- Application ref. 16/02393/FUL Erection of a detached house Land at Hove House, New Road, Woodwalton	After a full and detailed discussion, the Parish Council, unanimously, agreed to recommend REFUSAL for the following reasons: 1. It appears the plans have incorporated land which is in the adopted highway. If the verge is encroached upon, this will; i) be detrimental to public safety because the verge provides a safe haven to walkers and riders, from traffic ii) set a precedent throughout the village iii) remove the facility for statutory undertakers to accommodate apparatus, in the future 2. The existing lamp post, on the inside of the proposed boundary, belongs to the Parish Council and was erected in 1970, in the adopted highway. The Parish Council needs access to this lamp post for maintenance. The cable supplying it is laid along the verge, under a proposed hedge.
15	Financial report and payments to be made, inc:- Approval of the following: a) £310.44 (£155.22 x 2) (STO) Clerk's salary and expenses, Oct/Nov 2016 b) To note the reconciled bank account balance	All payments were checked and approved. Reconciled current account, bank balance - £5,442.50 Reconciled reserves account, bank balance - £29,264.07
16	To discuss and approve the Parish Council budget for 2017/18 Items for consideration, inc:- a) Ditch cleaning (Beville)	Clerk was requested to contact Malcolm Day of DayClean who had previously cleared the ditch on request of Luminus. Clerk to obtain a price for the work and report back.

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

	b) Repairs to fascia of the bus shelter c) Repairs to the seat in the bus shelter d) Purchase of a defibrillator for the parish e) Grass cutting review of contract Follow on from agenda item 6.	Cllr Rodford offered to look at this. As above. Unanimous agreement for this purchase to be considered at the next Residents' Meeting in view of using the Solar Power Farm, gift money, not PC funds. A local grass cutter was offered the opportunity to quote but the Clerk did not receive any communication following them advising the Clerk that they were not insured. The Clerk was requested to ask HDC to provide a quote for the following years' grass cutting. It was agreed to purchase equipment for the community volunteer group out of the current financial year's budget. After a full and robust discussion, it was, unanimously, approved for the PC to request a precept of £5,500.00, as per last year.
17	To note the completion of the audit process and receive the comments from the external auditor	Bar the notes below, the external auditor (PKF Littlejohn LLP) reviewed the annual return and were satisfied that it was in accordance with proper practices and no matters came to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met. With regards to PC assets, the external auditor noted that the assets are stated at replacement value. (For the full wording, please see the website.) The Clerk found the auditor's note confusing and suggested she gain full clarification when preparing next year's annual return. The PC were satisfied with this.
18	Feedback from Cllrs Peck and Lee following meeting with the Village Hall Committee to progress with obtaining quotes for a building survey	Cllrs advised that an approach to the Village Hall Committee had been made and that they were awaiting communication . Cllrs to approach the committee again, if necessary, in the new year.
19	Review by Cllrs Peck and Pinder of the new Consolidated Definitive Map and Statement of Public Rights of Way	Unanimously, agreed to wait until the next ploughing season to review .
20	Items to be raised on the next agenda	Continuing items.
21	Date of next meeting	25th January 2016
	The meeting ended at 9.30pm	

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