STEEPLE MORDEN PARISH COUNCIL

**Minutes of the Parish Council Meeting held in Steeple Morden Cricket Pavilion on**

**Monday 2nd September 2019 at 7.30pm**

Present: Councillors: J Clayton (Chairman), J Courtney, C Upchurch, A Drew, N Badger, S Wheatley, G Belson

District Cllr Williams, County Cllr Kindersley (part)

In attendance: Mrs S Walmesley (Clerk) and 6 members of the public.

**PARISH COUNCIL MEETING 7.30 PM**

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| **1.** | | **APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT AND REQUESTS FOR DISPENSATIONS**  Apologies were received from Cllr Austin and Cllr Traverse-Healy.  Cllrs Badger and Drew declared a non pecuniary interest under Item 11.1.1 as neighbours. |  | |
| **2.** | | **COUNTY AND DISTRICT COUNCILLOR REPORTS**  2.1 County Council  Cllr Kindersley recapped on the situation with the station parking. A meeting had been held with the landowner and officers and the current thinking was that the estate was to submit a planning application to convert 5 buildings and build 5 new dwellings. Money from the new build would be used for a 100 space car park somewhere near the station. Cambridgeshire County Council would then agree to install measures to prevent cars parking on the side of the road.  Cllr Kindersley referred to the possibility of a General Election and suggested that those people in support of the Cam/Bed Railroad proposal, for the East West rail link, contact the election candidates and ask that they support the Cam/Bed proposal. He added that East West Rail were now saying that they may make an announcement before Christmas or even sooner in the new Chancellors statement.  Licences were going to be issued to allow trailers to use the household recycling centres up to 12 times a year. It was hoped that this would reduce the amount of fly tipping.  Papworth Hospital had been sold and would be transformed into a Health and Wellness village.  Some pavements in the village had been resurfaced. Cllr Kindersley asked for feedback which was positive. Cllr Courtney asked if there was any further news on the Odsey roadside works. Cllr Kindersley confirmed that the Local Highway Officer was very aware of the outstanding repairs.  The Chairman thanked Cllr Kindersley for getting to the current position with the station car park and thanked him for his report.  2.2 District Council  Cllr Williams had circulated a report earlier in the day. She reported that a private company was dealing with the planning validation and assessment. Her concern was that this was a national organisation and would not have day to day knowledge of the villages. She was aware that something needed to happen to improve the planning situation.  The ice rink was now open in Cambridge. This meant that the loan made by the District Council would now start to be repaid.  Cllr Williams then reported on the zero carbon energy grants which could be used for tree planting. She added that there was a lot of information available. Cllr Drew advised that before a grant would be considered an application had to be made to the Woodland Trust. Because of the length of time it took to tick all the boxes Cllr Williams suggested making an application anyway.  She then reported that staff sickness levels at the District Council offices was increasing which had an impact on services. There was currently around 100 vacancies and it was in everybody’s interest to resolve as soon as possible.  Cllr Williams concluded her report by urging everyone to respond to the recent request for electoral information.  The Chairman thanked Cllr Williams for her report. |  | |
| **3.** | | COMMENTS AND OBSERVATIONS FROM PARISHIONERS AND MEMBERS OF THE PUBLIC 3.1 Presentation of Jubilee Award  The award to Mr Albert Covington was presented by the Chairman who congratulated him on his work in the village.  3.2 Other  3.2.1 Use of Conservation Notice Board  Councillors were advised that a donation of £40 had been made for the use of the boards and it was suggested that this be used towards tree planting in the village. This was accepted and once banked would be earmarked for the tree project.  3.2.2Bluegrass Festival  Concern was raised by the Chairman of the Bluegrass Committee over the tone of the letter received from the Clerk following the last meeting. He felt that the Parish Council had been miss informed over the litter issue adding that the bin outside the village hall was already full and overflowing when guests started to arrive for the festival. They had to help the SCDC team clear the rubbish. The suggestion that the dog bins were also full was also a concern as there were only three dogs belonging to festival guests. The increase in dog training on the recreation ground could be a reason for the increase in use. Councillors were advised that the organisers always checked the site at the beginning and end of the festival with plastic and glass being taken away for recycling. The Blue Grass Festival had been running for 25 years in the village with only one complaint during that time. The comments were noted.  3.2.3 OMYA Representative  Cllr Courtney introduced the OMYA representative, Mr Tem Kaluwa, and gave an account of recent discussion with him about the OMYA site. There used to be a liaison group with the village which Mr Kaluwa was keen to resurrect. Cllr Drew advised that she was previously a member of the group. It was agreed that Mr Kaluwa would be advised of Councillors willing to become members. |  | |
| **4.** | TO APPROVE THE MINUTES OF 4.1 The Parish Council Meeting held on 8th July 2019  On a proposition by Cllr Upchurch seconded by Cllr Drew the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.  4.2 The Parish Council Planning Meeting held on 12th August 2019  On a proposition by Cllr Upchurch seconded by Cllr Drew the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman. | | |  |
| **5.** | MATTERS ARISING AND CARRIED FORWARD 5.1 A505 Junction  Cllr Williams reported that Sir Oliver Heald MP was starting to take notice of the issues with the A505 so this may help.  5.2 Station Car Park Update  An update had been made under the County Councillor report.  5.3 Street Lighting Investigation for 2020/21  The Clerk was progressing obtaining an MPAN number for the village street lights. Once this was obtained quotations could be sought for the electricity supply.  5.4 Blue Grass Festival 2020 –Feedback from Organisers  Following on from the concerns raised under Item 3.2.2 Cllr Drew stated that she did not have a problem with the festival but the bins were full and included items from the event. Someone had also emptied the dog waste bin and not replaced the liner. She added that the festival had increased in size over the years and, as the organisers could not be asked for a financial contribution, she felt that they could be asked to organise their own eurobin which was a normal function of an event of this type. It was noted that the Parish Council paid for the emptying of the recreation ground eurobin which was not the responsibility of the Village Hall Committee. All Councillors agreed that they supported the festival and had no criticism as to the organisation. After discussion it was agreed that the Clerk reply to the Bluegrass Committee Chairman, confirm the Parish Council support for the festival, and reiterate the earlier request that they supply their own litter disposal facility. Cllr Belson suggested that the committee ask the Village Hall what they provided in return for the hire fees paid to them for the weekend..  5.5 Request for Dog Waste Bin (Bogs Gap Lane)  The Clerk had urged the request. Cllr Williams offered to follow up with the District Council officer. Clerk to forward details.  5.6 Clerk Appraisal  In hand. The Clerk had forwarded some guidance to the Chairman and Cllr Upchurch. | | | ***-Clerk***  ***-Cllr***  ***Williams*** |
| **6.** | FINANCES 6.1 To receive the financial statement and to approve the payment of bills  The invoices were checked by Cllr Drew  E-ON  Reading Room electricity July/August19 DD £ 19.00 x 2  A CHAMBERS  Reimburse for attendance at Tree Training £100.00  IN & OUT  Disabled toilet clean July & August 2019 £ 30.00  SUMMERS ELECTRICAL PARTNERS LTD  Installation of replacement fan in disabled toilet (inc £14.50VAT) £ 87.00  PLAYDALE PLAYGROUNDS  Equipment for rota bounce repair (inc £82.95VAT) £497.69  CAME & COMPANY  Renewal of insurance premium (3rd year) £1366.77  MRS S WALMESLEY  Reimburse for website domain registration (inc £2.98 VAT) £ 17.88  Website hosting (inc £8.64VAT) £ 51.84 £ 69.72  TOTAL £2189.18  AGREED PROPOSED Cllr Courtney SECONDED Cllr Drew  6.2 Donation towards open burial ground maintenance  The Internal Auditor had highlighted the latest NALC information on contributions to Churchyards. This had been queried with CAPALC who advised that NALC had confirmed that the Parish Council was unable to contribute towards grass cutting or grounds maintenance as it directly related to Church land. The latest briefing NALC LO-1-18 was made to clarify the legal view on financial matters relating to Churches published on 31st January 2018.  The briefing had been circulated to Councillors. A discussion took place on how the Parish Council could help with the maintenance. After further discussion it was agreed that the budgeted payment would be honoured for the current financial year. The Clerk was asked to write to the Church Rector and advise him of the latest information. It would be stated that this was not a Parish Council decision as Councillors wanted to contribute and would be investigating how they could help in future years. | | | ***-Clerk*** |
| **7.** | **RECREATION GROUND/CONSERVATION AREA**  7.1 Adoption of Tree Policy  Cllr Drew reported that she had attended an informative course recently and the Policy needed to be amended before adoption.  7.2 Tree Behind Village Hall  The Clerk had asked the grasscutting contractor for a quote to remove some of the lower branches.  7.3 Tree Inspection (Recreation Ground)  Cllr Drew advised Councillors that a professional tree inspection should be carried out every 18 months. The Clerk was asked to obtain a quotation for the inspection from an Arbortist. Cllr Drew added that the ivy needed to be removed up to 2 feet. She would arrange with the help of Cllr Courtney.  7.3.1 Recreation Ground Trees on Hay Street  These trees were to be included in the tree inspection by the Arborist.  7.3.2 Trees by Play Area  These trees would also be included in the tree inspection.  7.4 Leylandii Tree Work ( Village Hall) update  The Football Club were still investigating how they could reposition their floodlights. Cllr Drew had e-mailed the neighbouring resident about a meeting but had received no response. The Clerk was asked to follow up with a letter. | | | ***-Cllrs Drew, Courtney & Clerk***  ***-Clerk*** |
| **8.** | **MAINTENANCE**  8.1 Footpaths/Footways  8.1.1 Craft Way Footway  There was no further update.  8.1.2 Footpath 10 –Minor Highway Improvement Scheme 2017/18 Application  The County Council Rights of Way Officer, Peter Gaskin, had responded to the Clerk’s request for an update. He referred to discussions during 2010 when the obstruction to the footpath had not been resolved. Mr Gaskin suggested that the Parish Council fund a suitable diversion or remove fencing and play equipment obstructing the path. He offered to meet.  It was agreed that the Clerk arrange a site meeting with Mr Gaskin and the Definitive Maps Officer, James Stringer.  8.2 Request for Tree Planting  A request for more trees in the village had been made at a recent Planning Meeting. A letter had since been received from a resident encouraging a programme of tree planting with an offer to help. A group of residents would be willing to survey the village and make suggestions for where trees could be planted, whether singly, in groups or along roadsides.  The Clerk was asked to advise the resident of the support of the Parish Council and thank her for the offer to survey the village as a first stage. Once more information was known Councillors could then move this forward. | | | ***-Clerk***  ***-Clerk*** |
| **9.** | **TRAFFIC**  9.1 MVAS Update  Cllr Austin had reported that he had continued to keep the MVAS cameras up to date and downloaded the data.  9.1.1 Agreement of Expenditure to purchase Android tablet  A quotation for an android tablet to make the operation of the camera simpler, had been obtained and this was for £75.99. It was agreed that the tablet be purchased. Clerk to arrange.  9.1.2 Update on reforming of Community Speedwatch Team  There was no progress to date as the potential team leader was unwell.  9.2 Details of locations/times for Police Support  The Chairman agreed to speak to Cllr Austin and find out where the areas needing the support were.  Cllr Williams advised that she was organising a meeting with Police Officer Priestly for Councillors in her ward. This would probably be held during October 2019.  9.3 Vehicle Weight Restriction in Village  This had been discussed briefly at the recent Planning Meeting where an agenda item was requested. It was agreed to leave on the agenda until the November Parish Council meeting where the Chairman and Cllr Traverse-Healy would both be in attendance. | | | ***-Clerk***  ***-Cllr Clayton*** |
| **10.** | **PARISH COUNCIL WEBSITE**  10.1 Update on Temporary Website  The Parish Council had been advised that the hosting arrangement of the website would cease on the 31st August 2019. As a result the Clerk had arranged for the information on the website to be transferred to the free btck website that she used for financial recording. All the information had now been transferred and the host was now easyspace. The website steeplemorden.org would also now direct to the interim website and Councillor e-mails should do the same. The only issue was with the newsletter which would need to be uploaded by the Clerk. It was recognised that there was previously an e-mail notification system for parishioners but this would not be available on the interim site. It was suggested that a notice advising of this be put on the notice boards.  10.2 Agreement of Budget  Cllr Drew had put together a specification for a new site. It was agreed that a budget of £5,000 be allowed. She would progress quotations with three companies and report back. | | | ***-Cllr Drew*** |
| **11.** | **PLANNING APPLICATIONS**  11.1 To consider Planning Applications  11.1.1 Planning Ref S/2356/19/FL  Land and buildings at 62 and 64 Station Road –Creation of two drives with a single joint driveway and repositioning of fences  ***Recommendation –Support*** | |  | |
| **12.** | **OPERATION LONDON BRIDGE**  The Clerk was asked to circulate the details to Councillors again so that a plan of action could be compiled. | | ***-Clerk*** | |
| **13.** | **TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING**:  13.1 Community Gritting Scheme applications 2019/20  Volunteers were requested for the winter season. Local volunteers could help keep the community moving in freezing weather. Under the scheme Parish Councils agree specific important routes in their area and agreed these with the County Council.  Councillors agreed to decline the invitation to take part. | | |  |
| **14.** | **COUNCILLORS’ ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**  14.1 Litter Pick  Cllr Belson reported that there was to be a litter pick on the 14th September 2019. There were six picks organised until the end of November. She asked that this item be included on the October agenda and Cllr Williams was asked to forward contact details of the refuse collection officer.  The Chairman thanked Cllr Belson for arranging the litter picks. | | | ***-Cllr Williams*** |
| **15.** | **DATE OF NEXT MEETING –Monday 14th October 2019** | | |  |

There was no further business and the Chairman declared the meeting closed at 9.00 pm

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Chairman Date