STEEPLE MORDEN PARISH COUNCIL

**Minutes of the Parish Council Meeting held in Steeple Morden Village Hall on**

**Monday 9th March 2020 at 7.30pm**

Present: Councillors: J Clayton (Chairman), N Badger, K Austin, G Belson,

C Upchurch, S Wheatley, A Drew

District Cllr Williams

In attendance: Mrs S Walmesley (Clerk) and 3 members of the public.

**PARISH COUNCIL MEETING 7.30 PM**

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| **1.** | | **CO-OPTION OF COUNCILLOR**  There had been no applications to date. The vacancy was being advertised on the website, Facebook and notice board. |  | |
| **2.** | | **APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT AND REQUESTS FOR DISPENSATIONS**  Apologies were received from Cllr Traverse-Healy.  Cllr Drew declared a non pecuniary interest under Item 9.3 as a business associate of the landowner. |  | |
| **3.** | | **COUNTY AND DISTRICT COUNCILLOR REPORTS**  3.1 County Council  Cllr Kindersley was not in attendance.  3.2 District Council  Cllr Williams had circulated a report.  Cllr Williams added that the judicial Review for a planning application relating to Steeple Morden was now going ahead. She would keep Councillors updated.  The Chairman thanked Cllr Williams for the update. |  | |
| **4.** | | COMMENTS AND OBSERVATIONS FROM PARISHIONERS AND MEMBERS OF THE PUBLIC Parishioners were invited to join in the discussions under agenda item 8.3. |  | |
| **5.** | TO APPROVE THE MINUTES OF 5.1 The Parish Council Meeting held on 10th February 2020  On a proposition by Cllr Drew, seconded by Cllr Badger, the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman. | | |  |
| **6.** | MATTERS ARISING AND CARRIED FORWARD 6.1Update on new website  Cllr Drew reported that the setting up of the new website was going to plan. She would liaise with the Clerk regarding the transferring of the temporary website information. The Clerk to also provide details of the Councillor responsibilities. Cllr Drew confirmed that there would the opportunity for residents to opt to subscribe to the newsletter notifications.  6.2 Overflow Car Park  Further correspondence had been received from the Primary School Headteacher who suggested a meeting. It was agreed that the Chairman and Cllr Upchurch attend the meeting on Wednesday 25th March. The monitoring of the unlocking and locking of the car park would continue for the time being. Cllr Austin advised that he understood the teachers would be willing to carry out these duties if they were given keys. It was suggested that a key safe, or combination lock, could be the answer.  The Chairman and Cllr Upchurch would report back following the meeting on the 25th March.  6.3 Bogs Gap Lane Litter Bin  The Clerk had been advised by South Cambridgeshire District Council that the bin would be installed in the next couple of weeks. | | | ***-AD & Clerk***  ***-JC & CU*** |
| **7.** | FINANCES 7.1 To receive the financial statement and to approve the payment of bills  The invoices were checked by Cllr Wheatley  E-ON  Reading Room electricity March DD £ 78.00  HAVEN POWER  Street light electricity March 2020 EE (inc £43.47VAT) £268.57  IN & OUT  Disabled toilet clean February 2020 £ 11.73  STEEPLE MORDEN VILLAGE HALL  Hire of village hall meeting room 9/3/20 £ 10.00  THE PRINTWORKS (ROYSTON) LTD  Newsletters £ 50.00  LITLINGTON PARISH COUNCIL  Printer toner cartridges -shared £ 60.98  AMAZON PAYMENTS UK LTD  Operation London Bridge related –shared with Litlington (inc £9.79VAT) £ 58.67  MRS S WALMESLEY  Clerks Salary & Expenses 1/120 -31/3/20 £1025.62  HMRC  PAYE January –March 2020 £123.20  TOTAL £1686.77  AGREED PROPOSED Cllr Drew SECONDED Cllr Upchurch  7.2 Appointment of Internal Auditor 2019/20  It was agreed to appoint LGS Services who had carried out the internal audit for the Parish Council in previous years. Clerk to arrange. | | | ***-Clerk*** |
| **8.** | **RECREATION GROUND/CONSERVATION AREA**  8.1 Tree Survey Report –Update on work  The contract for the tree work had been awarded to the Blue Tree Company at a cost of £495.00 plus VAT.  The Clerk and Cllr Drew had spoken with the contractor who was now in the process of applying for permission to carry out the recommended work on the trees in the conservation area and those with a TPO.  8.2 Car Park Light Repair  The Clerk had urged. Councillors suggested that if the usual contractor could not carry out the repair another be approached.  8.3 Village Tree Planting Proposal  A proposal had been put forward by a resident with the offer to lead the community project. The proposal had been circulated to Councillors. The resident asked for endorsement of the approach and a Councillor to play an active role in the project team. Councillors agreed the approach. Cllr Wheatley offered to help, Cllr Drew offered her help with any recreation ground/conservation area issues and Cllr Belson with the Scout communication. The Chairman offered support with printing and storage plus Cllr Williams advised that South Cambridgeshire District Council would also help. Cllr Drew added that South Cambridgeshire District Council had a fantastic resource for all things trees.  It was noted that there was a budget of £3,000 for the next financial year.  A discussion then took place on the SCDC offer of three free trees. The Clerk confirmed that she had received the voucher which had to be spent at nominated garden centres. She would forward to the group to agree a species and arrange the planting. It was advised that there was already a hole, left by a recently fallen tree, by the overflow car park.  Cllr Upchurch queried the ongoing maintenance of the trees once planted. She gave examples of where trees had grown out of hand. It was stated that this was why this needed to be a community project. There could also be an adopt a tree scheme organised. | | | ***-Clerk***  ***-Clerk*** |
| **9.** | **MAINTENANCE**  9.1 Footpath/Footways  9.1.1 Craft Way Footpath  Following the last meeting the Clerk had sent an e-mail to the resident asking again for the trees to be cut back from the footway. There had been no response to the request. It was agreed that the footway encroachment now be escalated again to the County Council. Clerk to arrange.  9.2 Update on latest litter pick  Cllr Belson reported that the first litter pick of the year had taken place in Odsey with 18 volunteers collecting 23 bags of rubbish. This was the tenth litter pick carried out in this part of the village over the past three years. Cllr Belson added that there were still new volunteers offering to help.  The Chairman thanked Cllr Belson and her team for their work.  9.3 Bollards on Station Road, Odsey  The Clerk had been advised that bollards had been installed on the grass verge close to the station which prevented parking. She had asked the County Local Highway Officer if this was a County Council action which he confirmed it was not. He asked the Clerk to report the bollards on the County Council website and he would then follow up. | | | ***-Clerk*** |
| **10.** | **TRAFFIC**  10.1 MVAS Update  Further data had been collected following the last meeting which included speeds of 88mph and 71mph by the recreation ground at 11am one morning. Cllr Austin advised that the solar panels were due to arrive the following day.  10.2 Police attendance to discuss speed  The Clerk was still trying to get some interest from the Police. Cllr Austin and the Chairman would both try and find a contact to follow up the speed statistics with. The Clerk would then forward the latest information from the MVAS.  10.3 LHI Applications 2021/22  The application date for the next round was being brought forward to the 1st April to enable the successful projects to be completed within the same financial year. Once details were received from the County Council the application for 40mph buffer zones at the entrance to the village would be started. | | | ***-Clerk*** |
| **11.** | **PLANNING/TREE WORK APPLICATIONS**  11.1 Planning Applications  11. 2 Planning Consultation Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire 25th February -6th April 2020  There were no comments made. | | |  |
| **12.** | **TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING**:  Correspondence received was discussed under agenda items. | | |  |
| **13.** | **ANNUAL PARISH MEETING THURSDAY 28TH MAY 2020**  The meeting this year would be held on a separate day to the Parish Council AGM, at 7.30pm, to allow time for a discussion on speeding traffic and the data obtained from the MVAS. The Chairman and Clerk would try and get a Police Traffic Officer along to the meeting.  As usual invitations would be sent out to the sports/village clubs and organisation. | | | ***-JC & Clerk*** |
| **14.** | **COUNCILLORS’ ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**  14.1 Reading Room Urinal Leak  The leak had been reported to the Clerk. It was agreed that as the sports clubs used the building they be asked to arrange the repair.  14.2 Volunteer of the Year  Cllr Williams reported that District Councillors had been asked to put forward nominations for volunteer of the year. She had nominated Cllr Austin for Steeple Morden. | | | ***-Clerk*** |
| **15** | **MEETING DATES 2020**  11th May (AGM), 28th May (APM), 13th July, 14th September, 2nd November, 11th January, 8th March 2021  Extra Parish Council and Planning meetings would be called if needed. | | |  |
| **16.** | **DATE OF NEXT MEETING –Monday 11TH MAY 2020 (AGM)** | | |  |

There was no further business and declared the meeting closed at 8.35 pm

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Chairman Date