

SOUTHOE AND MIDLOE PARISH COUNCIL

MINUTES of the meeting of Southoe and Midloe Parish Council held in the VILLAGE HALL, SOUTHOE on WEDNESDAY, 2 December 2015 at 7.30 pm.

PRESENT: Mrs S Penton - Chairman
Mr I Davies
Mr D Felce
Mr A Marnes
Mrs H Ramply
Mr D Saw.

Mrs N Webster - Parish Clerk.

ALSO IN ATTENDANCE: County Councillor Mrs J Wisson and one member of the public.

APOLOGIES: Apologies for absence were submitted and accepted on behalf of Parish Councillor M Rawson and District Councillor T Hayward.

CHAIRMAN'S ANNOUNCEMENT

It was with regret that the Chairman informed Members that Mrs N Webster had tendered one month's notice from the position of Parish Clerk due to personal reasons.

109. MINUTES

The Minutes of the meeting held on 4 November 2015 were approved as a correct record and signed by the Chairman.

110. MATTERS ARISING FROM THE MINUTES

Parish Councillor D Felce submitted his letter of resignation, which he also verbally read out. Parish Councillor A Marnes responded on behalf of Members by stating that they fully understood Mr Felce's reasons and concerns, he then proposed a vote of thanks be made and recorded in the Minutes.

111. MEMBERS' INTERESTS

No new declarations of interests were received.

The meeting was closed for the next item.

112. (a) Public Participation

No issues were raised.

(b) Councillor Updates

(i) County Councillor Mrs J Wisson

County Councillor Mrs J Wisson concurred with Councillor Marnes' response in connection with Mr Felce's resignation and said how difficult it was to get local people interested in taking on the role of Parish Councillor.

She also informed Members that Cambridgeshire County Council (CCC) were looking at the on-going budget challenges and encouraged those present to go 'online' for further details. One of the proposed cuts related to the cessation of the mobile library service and the County Councillor was actively trying to prevent this. Alterations to existing street lighting and local gritting arrangements were also being considered. In the meantime a new joint CCC and Peterborough City Council Chief Executive had been appointed and all management levels were now under review.

(ii) District Councillor T Hayward

As District Councillor T Hayward had submitted his apologies for absence from the meeting, his previously circulated report was read out by the Chairman.

S. Penton
Signed by the Chairman:

6th January
..... 2016

The District Councillor reported that at his recent meeting with Jonathan Djanogly, MP it had been agreed to postpone the setting up of an A1 Pressure Group until the Bedfordshire requirements had been clearly defined. In the meantime he would continue to liaise with Simon Bell at Huntingdonshire District Council (HDC) regarding associated matters and suggested that Parish Councillors might like to invite this Officer to one of their meetings.

As agreed at the meeting held on 4 November 2015, the District Councillor had also been in touch with the CCC regarding the problems in Rectory Lane (Minute No 115 (c) post refers).

The meeting was re-opened.

113. CODE OF CONDUCT

Parish Councillor Mrs H Ramply confirmed that she had completed her Disclosable Interests (DPI) form, which would be forwarded to the Monitoring Officer at HDC along with that of Parish Councillor I Davies. It was confirmed by the Parish Clerk that all DPIs had now been received.

114. VILLAGE SECURITY AND POLICING MATTERS

CCTV

Parish Councillor D Saw informed Members that no further correspondence had been received from the Diocese of Ely Registrar in connection with this matter.

Following a query from Councillor I Davies regarding outstanding actions/timescales, the Councillor advised Members of the following -

- an updated quotation would need to be acquired
- a site visit undertaken in connection with the trench
- volunteers sought for digging out the trench
- cables, etc installed.

The work should commence in January 2016 and details regarding camera angle, etc to be agreed during installation.

115. HIGHWAY MATTERS

(a) Community Gritting

The Chairman informed Councillors that a new salt spreader had now been provided.

(b) A14 Cambridge to Huntingdon – Information Update Event: 15 December 2015

If available, Parish Councillor Marnes offered to attend this meeting.

(c) Rectory Lane – Remedial work: Overgrown Hedges and Blocked Ditch

Parish Councillor Saw drew Members' attention to his emails dated 18 and 24 November 2015 regarding Mr I Winfield, CCC Local Highways Officer site visit.

The following problem areas were inspected and discussed:

- Bridge – Ownership is not clear. It is thought that the missing railing may be marked with a CCC number. *(Mr Felce offered to take this matter up with his solicitor.)*
- Overgrown bushes – Mr Winfield took photographs of the area and is to check boundaries/ownership.
- Potholes – There are set guidelines regarding the repair of potholes. Tickets will now be placed on those needing remedial action due to repairs not meeting the appropriate criteria.
- Blocked ditch – Further investigations *(ie ownership, etc)* are to be undertaken by Mr Winfield before he arranges a site visit by the Flooding Team.

Following safety concerns also being expressed, it was agreed that County Councillor Mrs Wisson be asked for her assistance in resolving the matters as soon as possible.

Signed by the Chairman:

..... 2015

(d) **Safety Feature, High Street**

Parish Councillor Mrs S Penton informed Members that workmen had now resolved the potential trip hazard.

116. A1 MATTERS

As a result of drivers trying to find alternative routes through the village when there were traffic delays on the A1, it was suggested that an "access to village only" sign be placed at the main entrance to Southoe.

117. FINANCE MATTERS

(a) **2016/17 Budget and Precept**

The draft proposed budget (a copy of which had been previously circulated to Members) was discussed.

Attention was drawn to several items including provisions made to cover the installation of CCTV (£5,500) and the High Street traffic calming measures (£1,000).

In order to keep the 2016/17 parish precept, as far as possible, in line with previous years it was suggested and consequently agreed that the Parish Council's reserve funds be used for any overspend. It was also decided to delete the existing £3,000 allotment provision reserve. This would be reinstated in the future, if necessary.

An annual HDC Election administration cost of £105 was also added for inclusion in the proposed 2016/17 budget.

After being proposed by Parish Councillor Marnes and seconded by Parish Councillor Davies it was agreed that the 2016/17 precept be set at £12,160.00 (£80.00 x 152 being the 2016/17 tax base as notified by HDC).

(b) **Accounts**

The Parish Clerk had previously circulated a statement detailing transactions since the last meeting, namely:-

Income

Amount £	Payer	Notes
2,125.00	HDC	Community Chest Grant Award - Village Hall: Replacement windows and doors
<i>Pending</i>		
284.00	Dignity Funerals Ltd	Southoe Cemetery Fees – Plot BB15

Expenditure

Pending

Amount £	Payee	Notes
230.00	R Holdaway	Chq 902 Grass cutting (October 2015)
158.40	N Webster	Chq 903 Parish Clerk's November 2015 Salary
		Chq 904 <i>cancelled</i>
63.15	OUEM	Chq 905 Amenities Rent Uplift (10/7/15 to 24/03/16)

(c) **Village Hall Matters**

As a result of a customer satisfaction telephone call from E-on, Ms Saward had subsequently renegotiated a more beneficial electricity tariff for the forthcoming twelve months. She had also re-confirmed the fact that a smart meter would not operate in that area of the High Street.

Signed by the Chairman:

..... 2015

118. PLAYING FIELD AND PLAYGROUND MATTERS

(a) Play Area Inspection Report

A discussion took place on the contents of the Play Area Inspection Report received from Wicksteed Leisure Ltd on 23 November 2015 (a copy of which had been previously circulated to Members). It was decided that the dog spring mobile should be removed and Councillor Davies volunteered to undertake this. Attention was also drawn to the gate located at the village hall entrance to the play area.

(b) Hedge Cutting Quotations

Following clarification from HDC regarding their quotation for cutting all hedges on the boundary of the playing field and the front car park (*Quote No 252 - £424.12 plus VAT*), it had been agreed to accept this on 14 November 2015. Members were informed that the work had consequently been completed.

(c) Ground Rent

Following a recent ground review undertaken by Savills, a signed copy of the Supplemental Memorandum in connection with an agreement dated 10 July 2000 had been received for the Parish Council's records. Accordingly a statement regarding outstanding monies due in connection with that review had also been received (Minute No. 117 (b) also refers)

119. VILLAGE HALL MATTERS

See Minute No 117 (c) ante.

120. CHURCH AND BURIAL MATTERS

Consideration was given to a report regarding the Parish Council's cemetery charges and regulations and it was agreed that –

- (a) all resident charges remain in accordance with those levied by the Diocese of Ely;
- (b) non-resident charges be revised, if applicable, in accordance with any % changes applied by the Diocese of Ely;
- (c) the Cemetery Regulations be updated as follows -

(i) First paragraph amended to:

“All inquiries regarding the Cemetery should be made to the Chairman of the Council, Mrs Sheila Penton, Tel No. 473134 or e-mail southoe_pc@yahoo.co.uk, or to any member of the Council if the Chairman is not available (see Council notice board in the High Street, Southoe).”

(ii) Item No. 14 be amended to:

“All single depth graves are to be dug a minimum of 1400mm deep. Double depth graves are to be a minimum of 1830mm, as per Institute of Cemetery and Crematorium Management Policy relating to Shallow Depth Graves. <http://www.iccm-uk.com/iccm/library/ShallowGraves.pdf>. Spoil to be moved and stored in designated area. Double width graves are not available. The coffin is to be interred facing East.”

121. PLANNING MATTERS

(a) Planning Application No 15/01966/S73 – South Lake Ski School, Great North Road, Southoe

Following no objections being raised, this application was approved.

(b) HDC Planning Forum/Training Event – Town and Parish Councils (30 November 2015)

Parish Councillors Davies and Marnes attended this event. It was duly reported that a number of representatives were of the opinion that HDC offered little or no support to Town/Parish Councils. Particular attention was drawn to the fact that staff did not always have local area or legislation knowledge.

Signed by the Chairman: 2015

Advance notice was given by HDC that with effect from 1 April 2016 no hard copies of any planning applications would be despatched to Town/Parish Councils. These would have to be viewed on line and decisions made as to how this would be undertaken/accomplished at individual Council meetings. (See also Minute No 123 post.) HDC Officers also requested that "detailed" objections to planning applications should be submitted in order to enable them to be considered.

122. CONSULTATIONS

No new consultants received.

123. MISCELLANEOUS CORRESPONDENCE AND E-MAILS

In addition to the list of correspondence received by the Parish Council (as at 27 November 2015) being circulated prior to the meeting, Councillor Marnes was asked to complete the recently received copy HDC maintenance table and maps for consideration at the Parish Council's next meeting.

Notification regarding the new HDC E-Consultation Process had also been received (Minute No 121 (b) ante also refers).

124. ANY OTHER BUSINESS/ITEMS FOR NEXT MEETING

It was agreed that the Chairman would progress advertisements, etc for the vacant Parish Councillor/Clerk positions.

125. DATE AND TIME OF NEXT MEETING

Wednesday, 6 January 2016 at 7.30 pm.

The meeting closed at 9.25 pm.