

SOUTHOE AND MIDLOE PARISH COUNCIL

MINUTES of the meeting of Southoe and Midloe Parish Council held in the VILLAGE HALL, SOUTHOE on WEDNESDAY, 7 October 2015 at 7.30 pm.

PRESENT: Mr D Felce - Vice-Chairman in the Chair
Mr I Davies
Mr A Marnes
Mrs H Ramplly
Mr D Saw.

Mrs N Webster - Parish Clerk.

ALSO IN ATTENDANCE: District Councillor T Hayward and one member of the public.

APOLOGIES: Apologies for absence were submitted and accepted on behalf of Parish Councillors Mrs S Penton (Chairman) and M Rawson and County Councillor Mrs J Wisson.

74. MINUTES

The Minutes of the meeting held on 2 September 2015 were approved as a correct record and signed by the Chairman.

75. MATTERS ARISING FROM THE MINUTES

- (a) With regard to Item No 72 (c) of the Minutes of the meeting held on 2 September 2015, Councillor A Marnes informed Members that he had not received a reply from the Chairman and in order to resolve the matter Councillor D Felce offered to speak to Mrs S Penton.
- (b) Following the attendance by Councillors Mrs Penton and A Marnes at three CPALC training sessions organised by Perry Parish Council, Councillor Marnes, in addition to his email dated 17 September 2015, gave a brief outline of their content. Session one covered meeting procedures and the code of conduct, session two looked at financial matters such as budgets/precepts and at the third session planning issues had been discussed. They were also given copies of the "Good Councillor's Guide".

76. MEMBERS' INTERESTS

No new declarations of interests were received.

The meeting was closed for the next item.

77. (a) Public Participation

Ms A Saward was pleased to report that the Autumn Fayre held on Saturday, 5 September 2015 had been very successful and a total amount of £757.64 had been raised. In recognition of all the hard work involved, Councillor Felce requested that a vote of thanks be recorded.

(b) District Councillor's Update

During his update, District Councillor T Hayward covered the following items:-

- (i) **Huntingdonshire District Council (HDC) – One Leisure:** Although it had been reported that One Leisure had made a loss during the previous financial period, currently they were in profit. A wide-range of courses/activities are available and those present were encouraged to view their website for further details.
- (ii) **A1 Matters:** Members were informed that the next meeting of the Safety Advisory Group had been postponed until 20 October 2015. Due to other commitments, an earmarked meeting with the area's local MP, Jonathan Djanogly had now been arranged for 6 November 2015.

Attention was also drawn to the fact that in eight months over 2,000 speeding letters had been issued. As concerns had been expressed regarding the levying of fines especially in connection with repeated offences, the District Councillor was seeking clarification on this matter.

(See also Minute No 77 (c) post.)

Signed by the Chairman:

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(iii) **HDC - Planning Services:** Due to concerns expressed by Parish Councillors in connection with these services and, in particular, the recent decision made by the Development Management Panel regarding the application for the retention of the 70m high meteorological wind monitoring mast, the District Councillor had subsequently investigated these issues.

1. District Councillor Hayward informed Members he had spoken to the relevant District Councillor serving on the HDC Panel. The Councillor confirmed her decision had been made in order to acquire information, possibly preventing the development of a wind farm. Permission had already been granted for a taller mast. He had also contacted the Head of Planning and other relevant parties.

Although he had not been present at the Development Panel's meeting held on 27 May 2015, District Councillor Hayward reported that his findings indicated that the application had been dealt with fairly and without prejudice. However, he pointed out that as stated in HDC's response to the Parish Council's complaint, the matter could have been taken further. In reply, the District Councillor was referred to the last sentence of Item No 53: Meteorological Mast – Response to complaint lodged with HDC of the Parish Council's Minutes of the meeting held on 8 July 2015, namely "After deliberating on the points raised in his response letter dated 2 July 2015, it was decided that it would be pointless to pursue the matter any further".

2. Councillor I Davies highlighted five retrospective planning permissions latterly granted to premises in the village. It was emphasised that no one should be contravening planning permissions/conditions in the first instance. District Councillor Hayward advised Members that unfortunately a backlog of work existed within the Planning Section.

On conclusion, Parish Councillor Felce stated that based on badly handed experiences, it was not considered that the District Council's Planning Team acted in an equitable manner.

(c) **A1 Matters**

In connection with the A1, a number of items were suggested for consideration at the Safety Group meeting –

- How many drivers have been caught speeding?
- What was the volume of traffic during peak and off peak periods?
- How many accidents have occurred and at what time of day/night?
- Possibility of additional speed camera positioned at the 50 mile speed limit?
- Were there any statistics available regarding the Southoe junctions?

(See also Minute No 77 (b) (ii) ante.)

The meeting was re-opened.

78. CODE OF CONDUCT

It was reiterated by the Parish Clerk that the Monitoring Officer had requested all completed DPI forms be returned as soon as possible. In order that these could be forwarded to her immediately after the next Parish Council meeting, copies were distributed to those Members who had not, as yet, complied. In the event of anyone having a query regarding its completion, they were advised to contact the Monitoring Officer direct.

A dispensation form to enable all Councillors to partake in budget and precept discussions was also circulated.

79. VILLAGE SECURITY AND POLICING MATTERS

(a) **CCTV**

Councillor D Saw informed Members that unfortunately, to date, no further communications have been received from the Diocese of Ely Registrar in London.

(b) **Break-in**

Ms Saward acquainted Councillors with details regarding a break-in, which had occurred in a barn in the High Street. Cambridgeshire Constabulary had been informed and an incident number obtained.

Signed by the Chairman:

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(c) **“U” Turns**

An update on this matter was not available.

80. HIGHWAY MATTERS

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

Councillor A Marnes explained to Councillors the difficulties encountered in trying to establish who was responsible for undertaking this work. In the past, County Council workmen had cleared the ditch. However, following redevelopment of the old rectory building site it was possible that the former HCC (now HDC) had part of it filled in. Landowners and/or possibly the Parish Council may also be liable.

Following the Parish Council’s meeting held on 2 September 2015, the Parish Clerk reported the problems to the Highways Team at Cambridgeshire County Council (CCC). It was understood they would determine/contact the responsible parties. However, in the event of the County Council having to undertake the work themselves, all financial costs would be passed on to relevant individuals/organisations. Any further action by the County Council was consequently suspended. In order to resolve the issues, it was agreed that the remedial work required should be reinstated with CCC and assistance sought from County Councillor Mrs J Wisson.

(b) **Local Highways Maintenance**

The question was then raised as to who checked the materials and standard of work in connection with the repair of potholes.

(b) **Community Gritting**

Following receipt of a request from CCC for volunteers to undertake gritting work in the village when required, Councillors Davies, Marnes, Rawson and Saw offered their services.

On checking the salt spreader, Councillor Rawson had discovered that the belt driving the rotating wheel had broken. Although this has been reported to the County Council to date it has not been repaired, he therefore requested that the Parish Clerk pursue the matter.

81. A1 MATTERS

Minute Nos. 77 (b) (ii) and (c) refer.

82. FINANCE MATTERS

(a) **CPALC Training**

To date no invoice has been received for the revised training fees, namely £20 per person/session instead of the estimated £35.

(b) **Accounts for Payment**

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

Details	Amount £	Payee	Notes
Chq 889	50.00	St Neots Museum	2015/16 Donation (<i>Minute No. 62 (b) refers</i>)
Chq 890	708.93	Came & Company	2015/16 Insurance Premium (<i>Minute No. 67 refers</i>)
Chq 891	327.50	OUEM	29/09/15 to 24/03/16 Amenities Rent (Recreation Ground)
Chq 892	120.00	PKF Littlejohn LLP (Ref CA0230)	Limited assurance review of Annual Return for year ended 31/03/15
Chq 893	147.20	N Webster	August 2015 Salary
Chq 895	230.00	R Holdaway	Grass cutting: 12 & 25 August 2015
Chq 894 <i>duly signed at meeting</i>	192.00	N Webster	Three months back pay re salary increase (<i>Minute No. 62 (d) refers</i>) + September 2015 salary at new rate

Signed by the Chairman:

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(c) **Donation – East Anglian Air Ambulance**

Following an email from East Anglian Air Ambulance enquiring about possible financial support because the village is located in a rural/farming area and also near a busy dual carriageway, it was unanimously agreed that a donation of £100 be made.

83. PLAYING FIELD AND PLAYGROUND MATTERS

The following items were raised –

(a) **Weed Control**

Councillor Felce advised Councillors that a suitably licensed person would need to be appointed to undertake weed control work. It was decided that this should be carried out in the spring, at an estimated cost of between £300 - £400. Councillor Marnes volunteered to speak to a suitably qualified contact in Buckden and the Parish Clerk was asked to approach Little Paxton Parish Council's grounds man.

(b) **Signs**

After checking the accounts, arrangements have been made with the supplier of the undelivered signs to be sent to Councillor Rawson. Upon receipt they will be positioned in suitable places in the playing field and playground.

(c) **Hedges**

It was agreed that the hedge surrounding the playing field needed to be cut before 1 March 2016 and approximately £200 should be allocated to cover the necessary expenditure. In order that the Operations Division at HDC could make arrangements to undertake the work, Councillors Felce and Marnes offered to liaise with the appropriate Officer.

(d) **Play Area Inspections**

Attention was drawn to a letter received from HDC dated 28 September 2015 enquiring about play area inspections, ie the name of the company currently used, how often they were undertaken and the type of inspection made (*insurance, visual or operational*) because they were investigating whether savings could be obtained if the same company was utilised throughout the District.

84. VILLAGE HALL MATTERS

Ms Saward was pleased to inform Councillors that the new doors and windows have been installed. Existing signs needed to be rehung and arrangements made to pay the final bill.

Enquires have already been received regarding new lettings.

85. CHURCH AND BURIAL MATTERS

Following deferment from the previous meeting, a request for financial assistance for the sum of £750 covering half of the Church's insurance premium was discussed. Councillor Davies expressed his concerns. He queried the rent paid in respect of three acres of church land used for farming purposes by a local resident and how this was recorded in the accounts. Although assurances were received that appropriate recompense was made, Councillor Davies abstained from the voting thereon. The request was granted.

86. PLANNING MATTERS

(a) **Planning Application**

31 Lees Lane, Southoe: Proposed uPVC conservatory to the rear with guardian roof

Details of this application were circulated prior to and at the meeting. Following consideration by Councillors it was approved.

(b) **Free Trees**

Although a letter had been received from the Tree and Landscape Section at HDC dated 21 September 2015 regarding free trees for planting, it was decided to decline the offer, as there were no suitable open spaces available.

Signed by the Chairman:

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87. HOUSING MATTERS

As no further information regarding this deferred item had been received from either Cambridgeshire Acre or Luminus the matter was put in abeyance.

88. CONSULTATIONS

(a) **Cambridgeshire County Council – Draft Cambridgeshire Flood and Water Supplementary Planning Document**

The Clerk gave a brief outline of the contents of the above document.

(b) **Improving HDC Services to Customers – Environmental Management Requests**

As the original documents had been passed to Chairman, it was decided to review these at a later date.

(c) **Neighbourhood Plans and Parish Councils/Meetings**

Following receipt of a research survey from a student attending Anglia Ruskin University, Councillor Marnes explained to Members that the Parish Council had not produced a neighbourhood plan due to the fact that it would involve a lot of work for both Councillors and the Parish Clerk. In addition, it would prove to be a costly exercise for little reward.

89. MISCELLANEOUS CORRESPONDENCE AND E-MAILS

A list of correspondence received by the Parish Council as at 30 September 2015 had been previously circulated.

90. ANY OTHER BUSINESS/ITEMS FOR NEXT MEETING

(a) **Church and Burial Matters**

Councillor Saw raised the question regarding the provision of rubber matting in order to make a pathway up to the cemetery. It was thought that this could be the way forward as it would not be a permanent feature and the grass growing through could be cut. Ms Saward offered to obtain a sample.

(b) **Future Meetings**

A14 Cambridge to Huntingdon Improvement Scheme Parish Update Meeting – 14 October 2015
A1 Safety Advisory Group – 20 October 2015

(c) **Parish/Town Council Expenditure Report**

A letter has been received from the Local Taxation Section, HDC regarding the Parish Council's precept requirements for 2016/17.

91. DATE AND TIME OF NEXT MEETING

Wednesday, 4 November 2015 at 7.30 pm.

The meeting closed at 9.30 pm.