

**SOUTHOE & MIDLOE PARISH COUNCIL**

**MINUTES of the PARISH COUNCIL MEETING**

**Held on WEDNESDAY 7 Dec 2016**

**In SOUTHOE VILLAGE HALL at 7.30pm**

Present Sheila Penton (**SP**) Chairman, Dick Saw (**DS**) Vice - Chairman, A. Marnes (**AM**), Ian Davies (**ID**)  
Sue Brierley (**SB**).  
Ms R. Mimiene (**RM**) Parish Clerk  
No members of the public.

**2016/17**

**12/147 To Receive Apologies and Reasons for Non Attendance**

12/147.1 Cllr Andrew Kiley sent apologies for absence due to work commitments and Cllr Sharon Mitchel due to family issues, also HDC Cllr Terry Hayward due to work commitments.

**12/148 Declarations of Interest for Members (Disclosable Pecuniary Interests)**

12/148.1 There were no declarations of interests.

*Meeting was closed for the following item*

**12/149 Open Forum – For all members of the public and press present including District and County Councillors.**

12/149.1 HDC Cllr TH reported by email prior to the meeting on his absence: The proposed merger/takeover of Hinchingbrooke Hospital appears have been given the go ahead. All of Cambridgeshire's Councils have approved the plan for Devolution and there will be an election for a mayor in May. This will coincide with the County Council elections. Due to boundary changes Buckden, Stirtloe, Diddington and Southoe will be combined with Brampton to form a new ward. Southoe & Midloe Parish Council will have a new County councillor. Cllr TH took this opportunity to send his best wishes for Christmas and the New Year. He will do his best to represent Parish interests in 2017.

*Meeting was re-opened*

**12/150 Councillor training**

12/150.1 Training opportunities discussed as raised by Cllr AK. CAPALC does Councillor Training but PC is not a member of CAPALC. Cambs ACRE does training too and PC is a member, Cllr AM will pass PC membership details to the Clerk. To assess the situation in 12 month. HDC sometimes run courses on planning to get insight into planning procedures, that would be useful.

**AM**

*Note since meeting: Cllr AM provided the Clerk with the log in details for CAMBS ACRE, Clerk will check if there is any training available there.*

**Clerk**

**12/151 To Receive and Approve the Minutes of the Parish Council Meeting 2 November 16**

**Proposal:** Proposed by Councillor AM, seconded by Councillor ID, all in favour, and it was **Carried**  
**RESOLVED** that the minutes be accepted and signed as a true record of the meeting.  
Minutes were signed.

**12/152 Matters arising from those Minutes**

12/152.1 11/126.1 and 11/129.1: 1 member of the public was interested in A1 discussion, but no particular question was raised. Interest was shown in Cllr DS plans which were presented on the day.

12/152.2 11/139.2: Dog exercise area – matter is now closed, no further action required. Letter drafted by Cllr DS and approved by full Council was sent to the residents who raised the question re: dog exercise area.

12/152.3 11/142.1 Cllr **AM** reported that broken Street Lamp at the bottom of Bell Lane not done, Clerk to pursue the matter with the contractor.

**Clerk**

*Note since meeting: Contractor contacted (on 12 Dec 16).*

12/152.4 11/134.4: Letter to the bank re: change of postal address was issued by Chairman SP and brought to the meeting for signing. Cllr AM will take the letter to the bank.

**AM**

Cllr AM reported that he has spoken to NatWest re: Internet banking and they have 2 options for business a/cs. Details were sent to members with Finance portfolio explaining the situation. One way is that 3 Cllrs need to log in to approve any transfer or payment. Paper option will still be there and payments or transfers need to be approved by full PC. Each member will be given a separate log in. Clerk would only have option to view a/c in order to check whether payment/s cleared the a/c. Cllr AM will investigate further.

**AM**

**Proposal:** Proposed by Councillor AM, seconded by Councillor SB, all in favour, and it was **Carried**

Signed for and on behalf of Southoe & Midloe Parish Council.....*Penton*.....*12/1/2017*

CHAIRMAN



**RESOLVED to do so.**

- 12/152.5 11/143.2: Churchyard and Cemetery matters: paragraph as requested to go to the fees table was issued by Cllr AM and will be discussed under Agenda item 121/167 tonight.

**12/153 Planning**

- 12/153.1 16/02503/FUL: Erection of new agricultural grain store, Site Address: Land East Of Highfield Farm West Perry Perry.

Recommend Approval: Very little impact on the biggest part of the parish.

**Proposal:** **Proposed by Cllr ID, seconded by Cllr SB, all in favour and it was RESOLVED that this planning consultation be approved.** **Carried**

*Note since meeting: Planning recommendations submitted HDC.*

- 12/153.2 Huntingdonshire Local Plan to 2036: Wind Energy Developments, comments by 16 Jan 17.

Members discussed and agreed that Cllr DS will draft a reply and submit to Jan PC for approval. **DS**

- 12/154 12/154 HDC Consultation: Interim Review of Polling Districts, Polling Places and Polling Stations**, received 25 Nov 16, consultation till 6 Jan 17: Local Government Boundary Commission for England has completed its review of electoral arrangements for Cambridgeshire County Council in September 2016 and Huntingdonshire District Council in November 2016. As a result, the HDC needs to carry out a review of some of its polling districts and polling arrangements in order to run elections for the new Divisions and Wards district will have from May 2017.

It was noted and agreed by full council that no comments to be submitted.

**12/155 Finance**

- 12/155.1 Bank Balance as at 31 Oct 16 – Bank statements received by the chairman on the day of the meeting and passed to the clerk at the meeting. Therefore, further bank balances provided to PC: Bank statement for current a/c No for 251 30 Sep and 1 Nov, a/c balance is £5,145.18 as at 1 Nov 16, and another bank statement for current a/c No 252 for 1 Nov to 1 Dec 16, balance is £4,051.37. Still awaiting Business a/c statement. Clerk will carry bank reconciliation for the next PC meeting in Jan 17.

**Clerk**

- 12/155.2 Cashbook – circulated, approved by PC.

- 12/155.3 Note Income Received as at 31 Oct 16 – No Income received in this period and up to 1 Dec 16 as stated on the bank statement 30 Sep to 1 Dec 16 received today.

Payment of £150 received today re: purchase of burial rights.

*Note since meeting: Chq banked.*

- 12/155.4 To approve Budget and Precept request HDC, need to be submitted HDC by 16 Dec 16, report to be presented by Cllrs Davies and Marnes

Budget £13,830.00 + possible costs from 2016/17: play area expenses from reserves. Precept 2.5% increase makes £12,500.

**Proposal** **Proposed by Cllr AM, seconded by Cllr DS, all in favour and it was RESOLVED that Budget for 2017/18 is £13,830 and Precept is £12,500.** **Carried**

*Note since meeting: Precept goes into Reserve a/c. Precept request submitted HDC on Mon 12 Dec 16 by email. Confirmation received.*

- 12/155.5 Chairman SP received Invoice from CCC for £918.77 dated 17 Nov 16 Invoice No 10706233. It was found out that this Invoice for LHI contribution scheme was paid in Feb 16, chq no 911.

*Note since meeting: Clerk contacted CCC and found out that this duplicate Invoice was sent to PC by mistake. CCC asked to destroy the Invoice.*

- 12/155.6 Expenditure for approval 7 Dec 16:

| Date                | Cheque No. | Payee and Description   | Amount  |
|---------------------|------------|---|---------|
| 7 Dec 16            | 951        | Mr. Holdaway's invoice for Grounds Maintenance – 10 <sup>th</sup> October   | £120.00 |
| 7 Dec 16            | 952        | R Mimiene, Clerk wages £213.66 and expenses £17.86 (mileage £4.80, cartridge, envelopes, and paper £11.93 and sky phone calls £1.13) Nov 16 | £231.52 |
| 7 Dec 16            | 953        | Shaw & Sons Ltd, Register of Graves book, 100 pages   | £192.00 |
| Total Dec payments: |            |   | £543.52 |

Invoice from Shaw & Sons received on 7 Dec 16, total amount incl VAT for a Register of Graves book is £192.00

**Proposal** **Proposed by Cllr DS, seconded by Cllr AM, all in favour and it was RESOLVED that all items listed in 12/155.6 are to be paid.** **Carried**

**12/156 To Sign Policy Documents which were Approved but not signed at the last Meeting**

- 12/156.1 Policy documents signed. Scanned version to be sent to Cllr ID for the website updates.

Signed for and on behalf of Southoe & Midloe Parish Council..... 2017

CHAIRMAN



**12/157 To discuss the Defibrillator for Southoe & Midloe Village**

12/157.1 Most members felt in favour of purchasing a Defibrillator but if to purchase one PC would need a demonstration of it first and find out what benefits would it give to S&M as a community. Cllr AM will find out about the possibility of the demonstration. Also will talk to Mrs A Saward, Chairman of the Village Hall Management Committee, as might need to arrange access to the Village Hall and will need to inform residents if the date is set.

**Proposal:** Proposed by Councillor ID, seconded by Councillor AM, all in favour, and it was Carried  
RESOLVED to do so.

**12/158 To approve Mr Holdaway's Quote received for the works: 'Cut down the dying laburnum tree near to side gate in the church grounds. Leave the logs on site. To cut it back to a safe height in order to see if there is any regeneration next year before cutting it down completely. Approx. 6ft of main trunk to be left. The rest can be chopped for £65.00'.**

Quote presented by the chairman.

**Proposal:** Proposed by Councillor SB, seconded by Councillor ID, all in favour, and it was Carried  
RESOLVED to approve the quote.

**12/159 Village Security & Policing Matters, including CCTV update**

12/159.1 Policing matters to keep. Take off the Agenda 'including CCTV update' for the future meetings.

**12/160 To discuss suggestions re: application for the Transparency Funding, Cllrs Davies and Kiley**

12/160.1 Cllr ID and AK went through this funding document and the only items it was felt PC could reasonably ask for funding were for a laptop (maximum we can claim is £350) and for a scanner (we put in £100).

Members discussed and agreed it is pointless to purchase these items now.

**12/161 Highways Matters**

12/161.1 Cllr DS reported a pothole in Bell Lane.

DS

12/161.2 Road sweepers came to the village on 14 Nov. Not enough notice for people to move cars. Weeds been sprayed, but still a lot of weeds on the kerbs.

12/161.3 Road outside 21 High Street right on the corner needs re-surfacing. Cllr DS will approach Ian Winfield.

DS

**12/162 A1 Matters**

12/162.1 A1 is extremely difficult to cross especially in rush hours. Members are looking for options of improvements.

Chairman SP leaves the meeting.

All sorts of plans drawn previously but finally the reply is the same - no money to fund that. Wait till plans come in early next year.

Chairman SP re-joins the meeting.

Wait till outcome of new process in Feb 17 is known to see what is going to be done on A1.

**12/163 Play Area & Playing Field**

12/163.1 Three Councillors inspected the play area after the Wicksteed Inspection was carried out. Repairs to the rubber matting need to be done. Cllr ID is getting quotes. Waiting for another quote and then PC will decide. Prices to be supplied to Jan 17 PC meeting.

ID

**12/164 Village Hall**

12/164.1 Nothing to report. Working on the consultation to go to the village.

**12/165 Village Matters**

12/165.1 Village Maintenance: Ditch that was recently cleared in Rectory Lane is full of leaves, Cllr DS volunteered to clear.

DS

12/165.2 General Village Aesthetics – Cllr SM reported re: problem boundaries in Lees Lane (High street end) - 2 of these boundaries were cut back and tidied up following PC general letter.

12/165.3 Village Footpaths:

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CHAIRMAN

Cllr Davies sent email and spoke to J Challis of CCC. It had previously been suggested that the guidelines for public right of way's (PROW's) were out of date but J Challis confirmed that they are up to date. We should keep her informed re: PROW path just off Rectory Lane which was left overgrown last summer. There is no PROW officer for our area anymore due to cutbacks.  
Cllr ID leaves the meeting.

**12/166 Streetlighting**

12/166.1 Done.

**12/167 Church & Burial Matters**

12/167.1 To note the request to purchase a burial plot, noted.

12/167.2 Cllr AM issued the new paragraph re: fees for residents of Southoe & Midloe and non-residents. Hard copy of a table of fees was circulated to PC members.

**Proposal: Proposed by Councillor SB, seconded by Councillor AM, all in favour, and it was Carried RESOLVED to adopt the new table of fees.**

**12/168 Correspondence**

12/168.1 Noted by members.

12/168.2 Cllr AM attended UK power networks "community energy event" at Anglia Ruskin university at Cambridge that we as a P.C. were invited to attend. This event was very interesting. There were many opportunities for funding for community groups to produce and store power - solar panels, wind turbines, ground source heat pumps and biomass burners. Cllr AM reported that there seems to be a wealth of free assistance and help to community groups for places like village halls and churches. It was pointed out there is are £400M of EU funds for community power schemes

12/168.3 It was brought to member's attention by Chairman SP that Notice Board needs repairs.

**12/169 Councillors Questions**

12/169.1 There were no Councillors' questions.

**12/170 Date of the Next Meeting: Wed 4 Jan 17 at 7.30pm at the Village Hall.**

Meeting finished at 22.18pm

*These minutes are considered draft until ratified at the Parish Council meeting*

Signed for and on behalf of Southoe & Midloe Parish Council..... 2017

CHAIRMAN