

**SOUTHOE & MIDLOE PARISH COUNCIL**  
**MINUTES of the ANNUAL PARISH COUNCIL MEETING**  
**Held on WEDNESDAY 9 May 2018**  
**In SOUTHOE VILLAGE HALL at 2.00pm**

Present Alan Marnes (**AM**) Sharon Mitchel (**SM**), Rachel Horsman (**RH**) and Sue Brierley (**SB**).  
Ms R. Mimiene (**RM**) Clerk  
Angela Ellmer, Chairman of the VH Management Committee  
Damien Ackerer, to provide the update re: Aqua Park

**2017/18**

**05/528 To Receive Apologies and Reasons for Non Attendance**

05/528.1 Clerk reported that PC Cllrs D Saw and A Kiley sent apologies for absence.

**05/529 Election of Chairman**

**Nomination: AM**

**Proposal: Proposed by Councillor SB, seconded by Councillor Cllr SM, all in favour, and it was RESOLVED that Cllr AM is elected a Chairman. Carried**

*Chairman signed the Acceptance of Office form.*

*All Councillors present signed Acceptance of Office forms and Register of Member's Interests forms. Documents have since been passed to chairman for Cllrs D Saw and A Kiley.*

*Register of Member's Interest forms have to be received by HDC within 28 days.*

**05/530 Election of Vice Chairman**

**Nomination: DS ( although Cllr Saw was absent he had previously sent an email to the clerk expressing willingness to stand as vice chair)**

**Proposal: Proposed by Councillor RB, seconded by Councillor Cllr SB, all in favour, and it was RESOLVED that Cllr DS is elected a Vice Chairman. Carried**

*Vice Chairman to sign the acceptance form.*

**05/531 Chairman's Opening Remarks**

05/531 Chairman thanked all those who had been part of the parish council during the last 4 years, this also included Lizzie Barnecote and Nicola Webster our previous clerks.

**05/532 Declarations of Interest for Members (Disclosable Pecuniary Interests)**

05/532.1 There were no declarations of interests.

**05/533 District and County Councillors Reports**

05/533.1 None.

*Meeting was closed for the members of the public to raise any issues*

**05/534 Open Forum – For all members of the public and press present**

Aqua Park presentation by Damien Ackerer. Area will be rented to a 3<sup>rd</sup> party who intend to put Aqua Park in two weeks time. Inflatables to be used. Land/lakes are owned by Oxford University trust and is leased for 3 years. It was confirmed that there should be no noise issues from the south lakes for the residents of Southoe only the noise of children playing on inflatables. Jet skis which were a previous issue will not be operating in the sections concerned with this new venture. PC Clerk

It is hoped to be a good amenity to the community which will be opened to everyone by the beginning of Jun this year. Road entrance from Little Paxton side.

Online bookings or come on site straight away. Opening hours 8am till dark. 500 – 1000 cars a day could be expected and this would spread during the operating hours in the busy periods.

Chairman stated that application itself is in S&M parish although the planning application seems to indicate the area is Lt. Paxton parish area, chairman has written to H.D.C. about this but no reply yet.

PC thanked Damien for attending the meeting today and sharing info with PC as well as answering questions.

PC are happy with the proposals as long as there are no noise issues. The only concern is safety of crossing the A1 as there is no safe/easy access. Full response is to be agreed under the Agenda item below. Clerk to pass PC comments to HDC.

*1 member of the public leaves the meeting*

*Meeting re- opened*

**05/535 To Receive and Approve the Minutes of the Parish Council Meeting 7 Mar 18**

Signed for and on behalf of Southoe & Midloe Parish Council.....2018

CHAIRMAN

**Proposal:** Proposed by Councillor RH, seconded by Councillor Cllr SB, 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 by the chairman.*

**Proposal:** **To Receive and Approve the Minutes of the Extraordinary Parish Council Meeting 4 Apr 18** Proposed by Councillor SB, seconded by Councillor Cllr SB, 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 by the chairman.*

**05/536 Matters arising from those Minutes**

05/536.1 All covered under the Agenda items.

**05/537 A1 Matters**

05/537.1 A1 seems safer north bound now, as the speed limit is reduced on this side. Cllrs AM and DS will seek via the A1 safety group to have speed reduction to 50m/ph on both of the carriage ways.

**05/538 Planning**

PC was not officially consulted but the developer presented the plans for PC information.

Planning consultations received in this period. "Southoe" Planning Application 05-Mar-2015 8:30

PM [Screening Opinion. - Dams Watersports Ltd Great North Road Southoe St Neots PE19 5YF.](#)

Ref. No: 18/70089/SCRE | Received date: Thu 12 Apr 2018 | Status: Pending Consideration |

Case Type: Planning Application

Proposed Aqua Park at DAMS Watersports Ltd, South Lake Park, Little Paxton, St Neots, PE19

6ET – letter, *supporting info and plans received from the developer on 19 Apr 18*

PC are happy with the proposals as long as there are no noise issues. The observation is traffic management particularly entering onto the A1 slip road entering Little Paxton.

**Proposal:** Proposed by Councillor AM, seconded by Councillor Cllr RH, all in favour, and it was **Carried**  
**RESOLVED** to be approved.

*Note since meeting: HDC planning portal is closed for any comments to the above.*

**05/539 Consultation** – none received in this period.

**05/540 Southoe Common Barns Wind Farm, update**

Archaeological excavations are now finished, Area is filled back in and is under the construction now. Approximately 60 lorry loads on concrete are planned for each set of foundation (3 wind turbines going in).

**05/541 Finance**

05/541.1 To Approve Year End Accounts:

05/541.1.1 Cashbook 1 Apr 17 to 31 Mar 18. Approved.

05/541.1.2 Bank Reconciliation for Feb & Mar 18 and Year End Bank Reconciliation. Approved.

05/541.2 To Approve AGAR 2017/18

05/541.2.1 To Approve AGAR Section 1 – Annual Governance Statement 2017/18

**Proposal:** Proposed by Councillor RH, seconded by Councillor Cllr SB, all in favour, and it was **Carried**  
**RESOLVED** to be approved.

05/541.2.2 To Approve AGAR Section 2 – Accounting Statement 2017/18

**Proposal:** Proposed by Councillor SM, seconded by Councillor Cllr RH, all in favour, and it was **Carried**  
**RESOLVED** to be approved.

05/541.2.3 To Note and Sign the Certificate of Exemption – signed.

**Proposal:** Proposed by Councillor RH, seconded by Councillor Cllr SB, all in favour, and it was **Carried**  
**RESOLVED** to be approved.

05/541.2.4 To Note Internal Auditor report 2017/18 and checklist – noted. Agenda item for the next meeting: New Model Standing Orders. Financial Regulations – PC agreed to stay with £5,000.

05/541.3 To note balance as at 31 Mar 18: Current a/c £3,426.36 and Business a/c balance £28,163.65.

Current a/c Balance as at 30 Apr 18 £2,962.53. No Business a/c statement for Apr received yet.

Clerk to issue a money transfer letter for the next meeting.

05/541.4 Income and Expenditure report as at 30 Apr 18. Noted.

05/541.5 Internet banking, Cllr A Marnes. PC considered paying clerks tax and N.I. on a 3month basis but the payroll system Clerk's runs do not proceed this way if the employee is paid monthly. Need to find a way.

05/541.6 Expenditure for approval 9 May 18

E-ON Electricity bill for £83.14 received, the amount of £83.14 deducted on 13 Apr 18.

Invoice from K&M Lighting Services received for £101.34 re: Streetlight Maintenance 1 May 18 to 30 Apr 19. PC agreed to pay this Invoice.

Signed for and on behalf of Southoe & Midloe Parish Council.....2018

CHAIRMAN

Date	Cheque No.	Payee and Description	Amount
9 May 18	1019	R Mimiene, Clerk wages Apr 18 £176.84	£176.84
9 May 18	1020	R Mimiene, Clerk – expenses on running cost of the Council Apr 18 (£4.80 mileage, £4.96 ink and paper, split between all PCs)	£9.76
9 May 18	1021	HMRC Tax deductions from Clerk wages Apr 18	£44.20
9 May 18	DD	Nest Pensions contribution Feb 18	£23.26
9 May 18	1022	E-ON streetlight energy 1/04/2017 – 31/03/2018	£193.28
9 May 18	1023	Mr Holdaway – grass cutting Apr 18	£250.00
		<b>Proposed by Cllr SB, seconded by Cllr RH and it was Resolved that the payment for the CAPALC membership to be approved and paid tonight. Carried</b>	
9 May 18	1024	CAPALC Membership 2018/19 (does not include GDPR cover)	£193.86
9 May 18	1025	Streetlight Maintenance contract Apr 8 to Mar 19	£101.34
		Total May 18 payments:	£891.20

**Proposal** Proposed by Cllr SM, seconded by Cllr SB, all in favour and it was **RESOLVED** that all items listed in 05/541.6 are to be paid. **Carried**

- 05/542 To Adopt the New Model of Standing Orders issued by NALC (includes the GDPR)**  
To be approved at the next meeting.
- 05/543 To consider General Data Protection Regulations (GDPR) compliance (The Legislative Order comes in force by 25 May 2018) –**  
Personal Data Audit carried, to Approve the Consent Form, Privacy Notice and Policy Documents Carry forward to the next meeting.
- 05/544 Elections - Uncontested Election, 6 nominations of 7 places received. 6 Cllrs are duly elected.**  
1 place unfilled. Cllr SM knows an interested resident.
- 05/545 General Power of Competence – PC meet criteria to use the power as the Clerk is qualified and ¾ of the Cllrs are elected**  
PC will get familiar and discuss at the next meeting.
- 05/546 Parish Council Website: updated by Cllr R Horsman**  
Website address <http://southoe-midloe.btck.co.uk/News>  
Internal auditor noted that he could not find the website. Check re: cookies, Cllr RH to investigate.
- 05/547 To further discuss the Defibrillator for Southoe & Midloe Village**  
Carry forward to the next meeting.
- 05/548 Village Security & Policing Matters**  
1 attempted robbery recently in the village.
- 05/549 Highways Matters**  
CCC are working on potholes throughout the county.
- 05/550 Village Grass cutting issues and Footpaths issues in the village**  
No complaints re: grass cutting and footpaths.
- 05/551 Play Area & Playing Field**
- 05/551.1 Monthly Risk Assessment – carried. Lots of pigeon poo on the equipment.
- 05/551.2 Annual Inspection will be carried by Wicksteed (last report was issued in Nov 17) -  
Grass been finally cut. Clerk to check with CGM re: future grass cutting schedule. Clerk to thank Clerk CGM for attending the site last Sat.
- 05/552 Village Hall -** To consider The Southoe Village Hall Management Committee (VHMC) request. VHMC has recently sent out a consultation document to all the houses in the village to assess the opinions of the residents on the future of the Village Hall. From the returns received it is unanimous that people would like to improve/extend/rebuild the facilities. As the land was thought to be owned by the Parish Council, the Village Hall Management Committee would very much appreciate Parish Council support in achieving these aspirations.

Signed for and on behalf of Southoe & Midloe Parish Council.....2018

CHAIRMAN

Angela Ellmer, Chair of the Southoe Village Hall Management Committee reported that The Southoe Village Hall Management Committee has recently sent out a consultation document to all the houses in the village to assess the opinions of the residents on the future of the Village Hall. From the returns received it is unanimous that people would like to improve/extend/rebuild the facilities.

In reference to the deeds held by the parish council A.E. did some research through Cambridgeshire ACRE and found out that the PC are the Custodian Trustees (have legal obligations) and the Management Committee are actually the Trustees of the Charity, thus they are the owners of the land, The V.H. committee manage land/building on behalf of the Charity.

A.E. will send the documents through.

*A.E. leaves the meeting.*

**05/553 Village Matters**

05/553.1 Finger post – Cllr DK.

Clerk informed the Groundworks Ltd re: their successful quote.

No update from Cllr AK

**AK**

**05/554 Streetlighting**

None.

**05/555 Church & Burial Matters**

05/555.1 Outstanding repairs of the memorial stones, Cllr A Marnes

**05/556 Correspondence**

Agenda item re: donation to the At Neots Museum.

**EXCLUSION OF THE PUBLIC AND PRESS**

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.**

**05/557 To Note and Apply New Scale points for 2018/19 issued by CAPALC /NALC. To implement 6 Dec 17 PC decision to move Clerk to the next pay scale LC2 30 from 1 Apr 18.**

**Proposal Proposed by Cllr SM, seconded by Cllr RH, all in favour and it was RESOLVED that Clerk is to be moved to scale point 30 from 1 Apr 18 and hours are increased as agreed at Dec 17 PC meeting.**

**Carried**

**05/558 Councillors Questions**

None raised.

**05/559 Date of the Next Meeting: Wed 6 Jun 18 at 7.30pm**

Meeting finished at 4.14pm

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