

SOUTHOE & MIDLOE PARISH COUNCIL

MINUTES of the PARISH COUNCIL MEETING

Held on WEDNESDAY 3 January 2018

In SOUTHOE VILLAGE HALL at 7.30pm

Present Alan Marnes (**AM**) Chairman, Dick Saw (**DS**) Vice - Chairman, I Davies (**ID**), Sue Brierley (**SB**), Rachel Horsman (**RH**), Sharon Mitchel (**SM**), Andrew Kiley (**AK**),
Ms R. Mimiene (**RM**) Clerk
CC Cllr P Downes (**PD**)
HDC Cllr T Hayward (**TH**)
1 member of the public.
Angela Saward, Chairman of the VH Committee

2017/18

01/429 To Receive Apologies and Reasons for Non Attendance

01/429.1 None.

01/430 Declarations of Interest for Members (Disclosable Pecuniary Interests)

01/430.1 There were no declarations of interests.

01/431 District and County Councillors Reports

CC Cllr PD presented a report. Report attached to these Minutes. Thank you expressed to CCC Cllr PD.

HDC Cllr TH reported that 2% budget rise which is about £2 increase for a band D house. Future of A1. It is believed the expected upgrade report is delayed for about 6 months. Combined authority – position of the LEP.

CC and HDC Cllrs met with TCI and reported back to PC:

a. It was explained that the responsibility for the traffic management rested with TCI who would contract 'Martins' to carry out the work. Any complaints or comments should be directed to TCI.

b. The new traffic plan made it clear that no wind farm traffic would be allowed access into Bell Lane or Lees Lane.

c. HE (Highways England) would consider the possibility of reducing the speed of the southbound traffic to enable easier entrance to and exit from the village.

d. TCI would ensure that Martins ensured a safe 'lead-off'/chamfer off the A1 for traffic exiting into Lees Lane.

e. TCI to ensure that Martins allowed a safe and timely lead-off for HGV exiting A1 into the lane leading to the Turbines.

f. TCI confirmed that all delivery vehicle drivers will be issued with clear delivery notes and a map to ensure that they do not enter the village. They would investigate the possibility of providing a clear post code for use on a sat-nav to assist drivers.

g. TCI will distribute another note to all Southoe houses later this week.

h. TCI agreed that they would be very happy to meet the Southoe PC Working Group

i. Work to be delayed about two weeks after the proposed date of 8th January

j. Work expected to finish before end of year.

k. Delivery of the blades (each 45 yards long) could be delivered at night.

Thank you expressed to CC Cllr PD and HDC Cllr TH.

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

01/432 Open Forum – For all members of the public and press present

No issues raised.

Meeting re- opened

CC Cllr PD and HDC Cllr TH leave the meeting

01/433 To Receive and Approve the Minutes of the Parish Council Meeting 6 December 2017

Amendment to Minute 12/405: It was felt that the word cannot attend needs to be replaced by the phrase in inverted commas: TCI were invited to PC meeting tonight but informed PC that ~~they cannot attend tonight~~: 'Given the levels of emotion that seem to be running pretty high over the last week or so we do not feel that there is much possibility of such an interface being constructive and thus will serve no beneficial purpose'. They are offering to meet with a sub-committee.

Clerk to amend the Minutes.

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

CHAIRMAN

Proposal: Proposed by Councillor SB, seconded by Councillor Cllr RH, all in favour, and it was **Carried**
RESOLVED that the minutes be accepted and signed as a true record of the meeting with the above amendment.

Minutes were approved and will be signed at the next meeting.

01/434 Matters arising from those Minutes

Amended Clerk's contract was signed. Chairman holds the signed PC copy.

01/435 A1 Matters

Update provided by CCC and HDC Cllrs. Landscaping and sound screening costs paid by Highways England. The question was asked if we knew the cost of these works, but no one knew, but the answer may be on the H.E. website.

T.C.I. are going to be more proactive in helping the residents. It is understood that T.C.I. are not involved with the A1 landscaping works which are happening overnight early in the year. Some potholes on A1 southbound been reported.

Scheduled works for the next 2 weeks are planned on the other stretches on A1.

Letters to residents were put though the door.

01/436 Planning – none received in this period

01/437 Consultation:

Huntingdonshire Local Plan to 2036: Proposed Submission will be available for you to view and comment between the following dates: Start date: 18/12/17 09:00 End date: 05/02/18 17:00 Please select the following link to view this event:

http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/lp2036_pro_sub

Cllr AM will draft a submission and circulate it to full PC. Info specific to the village can also be added. **AM**

01/438 Finance

01/438.1 Funds transfer letter to be approved and signed

01/438.2 To note Current and Business a/cs balance as at 30 Nov 17:

Current a/c balance as at 30 Nov 17: £2,641.97

Business a/c balance as at 30 Sep 17: £31,768.46

01/438.3 Bank Reconciliation 1 Oct to 30 Nov 17 – to be carried if both a/cs bank statements received on time for the meeting – not received in time.

01/438.4 Income and Expenditure report as at 30 Nov 17

01/438.5 Regarding payment to HMRC: To further consider the best option for PC: DD, telephone and Internet banking. PC still can pay by Chq payment only the Post Office will not be able to do the payment via Employer Payment booklet after 15 Dec 17

Advice from CAPALC was taken:

'Payment to HMRC can also be made using a debit or credit card which would be perfectly legal. From a financial perspective if the council chose this route as opposed to electronic banking it may expose the council to increased risk.

The government changed the rules for parish councils to specifically allow them to use electronic banking as a more efficient, cost effective and timely payment process and because ultimately cheques would become redundant for commerce.

The council should consider electronic banking as the minor charges for the service should outweigh the cost of the clerk's time in handling the current and other alternatives.'

Members discussed the options. Cllr AM will approach the bank and investigate further for the next PC meeting. **AM**

01/438.6 Expenditure for approval 3 Jan 18

| Date | Cheque No. | Payee and Description | Amount |
|------------------------|------------|--|-----------|
| 3 Jan 18 | 1002 | R Mimiene, Clerk wages Dec 17 £191.84 and | £191.84 |
| 3 Jan 18 | 1003 | R Mimiene, Clerk - expenses on running cost of the Council Dec 17 £18.79 (mileage £4.80, stamps £6.72 and ink £7.27) | £18.79 |
| 3 Jan 18 | 1004 | HMRC Tax deductions from Clerk wages Dec 17 | £29.20 |
| 3 Jan 18 | DD | Nest Pensions: Clerk and PC contribution towards Clerk's pensions scheme Dec 17 | £23.26 |
| 3 Jan 18 | 1005 | Mr Holdaway: Nov grass cutting Churchyard 13 Nov 17 | £120.00 |
| 3 Jan 18 | 1006 | HDC: Grass cutting + additional works carried to boundary hedge | £1,873.05 |
| Total Jan 18 payments: | | | £2,256.14 |

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

CHAIRMAN

- Proposal** **Proposed by Cllr DS, seconded by Cllr SB, all in favour and it was RESOLVED that all items listed in 01/438.6 are to be paid.** **Carried**
Clerk to provide NEST ID to the chairman. Clerk
- 01/439** **PC Risk Register, approved at the last meeting, Cllr A Kiley** **AK**
Action to update.
- 01/440** **To Review Standing Orders, Financial Risk Assessment, Financial Regulations, PC Maintenance schedules, Risk Assessment** **PC**
At Dec PC agreed to carry forward to Feb 18 meeting.
- 01/441** **To Approve Assets Register, Cllr A Marnes and Clerk** **AM**
Carry this item forward. Clerk
- 01/442** **Parish Council Website: updated by Cllr R Horsman**
It is up and up to date. Old one can be retired. Info advertising PC website was put on Facebook. Cllr RH will meet with Vikki to discuss any additions to the website. Extra bits how to report the faulty streetlights been added to the website. Anything else, please tell.
- 01/443** **To further discuss the Defibrillator for Southoe & Midloe Village**
Cllr ID will email PC the info re: battery type, shelf life. It will need to be registered with the local ambulance service. Cllr AM will approach a paramedic who lives in the village. ID
- 01/444** **Village Security & Policing Matters**
No update.
- 01/445** **Highways Matters**
01/445.1 Southoe Common Barns Wind Farm, outcome
Sub-committee will be formed from any 4 PC members and 1 resident. At the next PC meeting raise any issues. TCI start works around 18 Jan 18. PC agreed to ask for a meeting a week after that. Around 25 Jan or early the following week. Suggested at late afternoon – finish before 6 Mon, Tue, Wed or Fri. Thu 25 or the following Thu the VH is free from 4pm until 7pm. Clerk
Note since meeting: Clerk emailed TCI.
- 01/445.2 To consider the Village a Wind farm HGV exclusion zone/area
Cllr DS will contact Highways Office I Winfield and will find out the process and the costings. DS
- 01/446** **Village Grass cutting issues and Footpaths issues in the village**
Cllr ID re: Footpaths. Emailed PC the official CCC document 'Guide for the landowners and farmers'. Suggested the document is adopted by PC. ID
The particular path in question is on the edge of the field. It is not supposed to be ploughed of. 1.5m width is what the landowner has to leave for the edge of the field path. Advice was provided by CCC.
Footpaths problems can be reported on CCC website.
Cllr ID reported the issue in Oct 17 and had no reply from CCC so far. It is fine now as the crop is at a low level.
'Guide for the landowners and farmers' is the standard document PC are using. It is accepted by PC.
- 01/447** **Play Area & Playing Field**
01/447.1 Yearly Play Area inspection carried by Wicksteed, outcome
01/447.2 Monthly Play Area Risk Assessment carried out by a local volunteer Mrs. Lightfoot. – carried, submitted to the Clerk.
Monthly check list is submitted to the Clerk. It covers Jan to Dec 17. The check list is filed with the other inspection documents.
- 01/447.3 Grass cutting PF: HDC scheduled. One of the suggested contractors Anthony Abbs uses a different equipment which might be better. Clerk to seek a quote from HDC. Clerk to chase CGM for a quote. Another contractor - Country Wide - Cllr ID will seek a quote. If HDC approaches PC before the next meeting, Clerk to inform HDC that PC are seeking other quotes and will let HDC know. ID
Clerk
- 01/448** **Village Hall**
3 May 18 – District and parish election. PC A.G.M. meeting for May 18 needs to be rescheduled for another day, probably 2nd week in May. To agree the date. Clerk informed that she is having a meeting on the 2nd Wed in May with another Council. PC

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

gymarnes
CHAIRMAN

7th Feb

01/449 Village Matters

01/449.1 Notice Board – Easy and looks good. Do not do the other side. Matter is closed.

01/449.2 Finger post – No update. Quotes from nominated contractors to be obtained for the next meeting. **AK**
The list of contractors is provided by Highways officer. In progress.

01/450 Streetlighting

One streetlight reported to contractor in Dec 17. Works the progress. (Lamp PC4 in Rectory lane is still in a dangerous condition and lamp cover is broken).

01/451 Church & Burial Matters

01/451.1 To further discuss the possible repairs of the memorial stones, Cllr AM

Cllr AM will look into the repairs of the stones when it is warmer.

AM

01/451.2 Footpath issue – No update other than that already discussed earlier today.

01/452 Correspondence

UK Power Networks – Cllr AM will go to this event in London. Councillors suggested that as this event an official invite, the chairman should be entitled to claim traveling costs. **AM**

01/453 Councillors Questions

Cllr ID stated that it is important to reply to say we agree or not if someone is circulating a document for PC approval.

01/454 Date of the Next Meeting: Wed 7 Feb 18 at 7.30pm at the Village Hall.

Meeting finished at 9.30pm

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