

SOUTHOE & MIDLOE PARISH COUNCIL

MINUTES of the PARISH COUNCIL MEETING

Held on WEDNESDAY 7 February 2018

In SOUTHOE VILLAGE HALL at 7.30pm

Present Alan Marnes (**AM**) Chairman, Dick Saw (**DS**) Vice - Chairman, I Davies (**ID**), Sue Brierley (**SB**), 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

02/455

02/455.1

To Receive Apologies and Reasons for Non Attendance

Clerk reported that PC Cllr R Horseman sent apologies for absence.

02/456

02/456.1

Declarations of Interest for Members (Disclosable Pecuniary Interests)

There were no declarations of interests.

02/457

02/457.1

District and County Councillors Reports

CCC Cllr PD presented the report, which was circulated prior to the meeting. Hard copy of the report attached to these Minutes.

02/457.2

HDC Cllr TH noted that parish councils will have more choice to consider various schemes to help residents, for example, Buckden runs 'Friend in Need' scheme. Similar schemes can be run in smaller villages, just need volunteers. PC insurance cover for the reasonable normal things PC authorized the activity. A14 written confirmation received that they will do the environmental things (like planting trees) in sections. Transport system discussed at scrutiny panel meeting.

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

02/458

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

Angela Saward, Chairman of the VH Committee noted that traffic on A1 is a nightmare. It is much better now when the speed limit is 40 m/hr it does slow the traffic down. Residents find the signage very confusing, there are night and day signs.

Meeting re- opened

CCC Cllr PD leaves the meeting

02/459

To Receive and Approve the Minutes of the Parish Council Meeting 3 Jan 18

Note: The amended 6 Dec 17 PC Minutes were signed tonight (Minutes were approved at the last meeting).

Regarding the 3 Jan 18 PC Meeting Minutes: Minute 01/431: Insert the word 'proposed' 2% budget rise.

Proposal:

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

Carried

Minutes were signed by the chairman.

HDC Cllr TH leaves the meeting

02/460

02/460.1

Matters arising from those Minutes

PC Response to Local Plan 2036 submitted. A copy attached to these Minutes.

02/461

02/461.1

A1 Matters

Cllr ID noted that there was some confusion on night and day works on A1. Andy Graham from Volker Fitzpatrick contacted Cllr ID today by email. There was a further traffic incident on the A1 during the lane closure last night.

Highways England reported that yesterday evening a member of the public drove through cones and closed barriers (then stopped and picked up and threw barrier in the direction of TM operative – no injury) offender drove into private lane – police called but did not come to site.

Highways England noted that they have already had one member of the public arrested for this behaviour at another roadwork site and he is appearing in Crown Court on a dangerous driving charge. This incident will also be fully investigated and we will be interviewing staff later today to

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

aymarns
CHAIRMAN

- gather evidence to forward to the Police.
- 02/461.2 Cllr ID received some information about what work is happening during these 6 week road closures. Highways England sent 6 drawings which show what trees, hedges and grassed areas are being planted on our stretch of the A1.
- 02/461.3 Cllrs DS and AM will write to Highways England to find out the cost for the whole area.
- 02/462 Presentation by Councillor A Marnes re: UK Power Networks Local Government forum**
Attended the forum and reported back. Report attached to these minutes.
- 02/463 Planning** – none received in this period
- 02/464 Consultation** – none received in this period.
- 02/465 To discuss Southoe Common Barns Wind Farm**
TCI could not attend the meeting set before. TCI suggested to meet w/c 19 Feb 18. New PC suggested days are: 21, 22 or 23 Feb 18 from 4 to 6pm. Cllrs to instruct the Clerk. Clerk
Note since meeting: Clerk emailed TCI. Awaiting the response.
- 02/466 Finance**
- 02/466.1 To note Current and Business a/cs balance as at 31 Dec 17:
Current a/c balance £1,903.78
Business a/c balance £33,160.14
- 02/466.2 Bank Reconciliation 1 Oct to 31 Dec 17 – carried
- 02/466.3 Income and Expenditure report as at 31 Dec 17
- 02/466.4 Regarding payment to HMRC: To further consider Internet banking, Cllr A Marnes
Cllr AM found out that a signed letter re: The transfer of the money can be done. It would need to be signed by 3 Cllrs, payment to HMRC could probably be made quarterly. Would need to check that. Clerk
PC decided to pay HMRC by chq and post it. There is no deadline set re: acceptance of the chq payments. PC
- 02/466.5 Transparency funding – to consider purchasing a lap top for PC use
Carry this item forward.
- 02/466.6 Expenditure for approval 7 Feb 18
Invoice from Mr Holdaway received for winter hedge cutting for £115.00. PC approved the payment.

Date	Cheque No.	Payee and Description	Amount
7 Feb 18	1007	R Mimiene, Clerk wages Jan 18 £191.84 and	£191.84
7 Feb 18	1008	R Mimiene, Clerk - expenses on running cost of the Council Jan 18 £13.28 (mileage £4.80, cartridge & paper 8.48)	£13.28
7 Feb 18	1009	HMRC Tax deductions from Clerk wages Jan 18	£29.20
7 Feb 18	DD	Nest Pensions contribution Jan 18	£23.26
7 Feb 18	1010	Mr Holdaway winter hedge cutting	£115.00
Total Feb 18 payments:			£372.58

Proposal Proposed by Cllr DS, seconded by Cllr SB, all in favour and it was **RESOLVED** that all items listed in 02/466.6 are to be paid. Carried
Cllr ID leaves the meeting

- 02/467 PC Risk Register, approved at the last meeting, Cllr A Kiley** AK
02/467.1 It was agreed that Cllr AK will re-circulate the spreadsheet. All Cllrs are invited to comment so that the amended draft issue 2 of the risk register could be approved at Mar PC.

- 02/468 To Review Standing Orders, Financial Risk Assessment, Financial Regulations, Maintenance schedules, Risk Assessment** PC
02/468.1 Aim to complete for Mar PC meeting.

- 02/469 To consider General Data Protection Regulations (GDPR) compliance (The Legislative Order comes in force by 25 May 2018)**
Waiting for the update.

- 02/470 To Approve Assets Register, Cllr A Marnes and Clerk** AM
02/470.1 Cllr AM and Clerk to meet and finalise the document ready to be approved at Mar PC meeting. AM, Clerk

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CHAIRMAN

- 71 Parish Council Website: updated by Cllr R Horsman**
All up and running.
- 02/472 To further discuss the Defibrillator for Southoe & Midloe Village**
Cllr AM approached one contact. Regional ambulance service - no reply back.
- 02/473 Village Security & Policing Matters**
No update.
- 02/474 Highways Matters**
02/474.1 To consider the Village a Wind farm HGV exclusion zone/area
IW cannot do anything, police cannot, the only people who can enforce is HDC. Sign is there saying 'No Wind farm traffic'. A1 north bound It is 40m/hr during lane closures, it is easy to exit the village during single lane operation.
Pot holes at Lees Lane and Bell Lane been reported to CCC.
IW, Highways officer, will check the road, keeping an eye – if substantial damage by the windfarm project, will go pursue and charge TCI for some money to repair the road.
- 02/475 Village Grass cutting issues and Footpaths issues in the village**
02/475.1 3 quotes for the grass cutting obtained.
1) Four seasons quotes £100 per cut, probably not VAT registered, not sure about the machinery, 3 cylinder cutter, do not include collecting
2) CGM 2 options provided in the quote, 1) either £123.00 (remove all arisings) + VAT or 2) £92.00 (leave arisings) + VAT per cut (states using modern machinery?) - will need the feedback from Cllrs Alan and Andy who met the contractors last Fri) – cylinder mower.
3) HDC £97.57 + VAT - we know the machinery and were not happy about last year, do not collect the cuttings
PC agreed to Choose CGM, Option 2: no collecting £92.00 (minimum 10 cuts per annum, 14 cuts if necessary). Clerk to raise a question that would they collect arisings on the odd basis if Clerk needed.
- Proposal Proposed by Cllr DS, seconded by Cllr AK, all in favour and it was RESOLVED that CGM is to be contracted for the grass cutting in the parish (Option 2 is chosen: Cut and leave all arisings at recreation ground and sports field (including adjacent parking area), strimming around obstacles and leave all arisings upon completion, based on 10 cuts, 14 if necessary, £92.00 + VAT per cut).** **Carried**
Note since meeting: Clerk informed CGM (they agreed when instructed by PC to collect arisings if needed) and also notified HDC that PC is not renewing the contract with them.
- 02/475.2 Footpaths: Cllr ID reported that the site meeting is set with Zaria Bettles (Public Right of Way Officer, CCC) on Thursday 8th February at 1.00 p.m.
It is planned to walk some of the footpaths, particularly the one just off Rectory Lane, and then sit down to discuss how best to keep the footpaths in the village open and in good condition.
Also, who is responsible for each footpath, what rights we have as a Parish and what actions we can expect from CCC if landowners infringe the accepted PROW guidelines.
- 02/476 Play Area & Playing Field**
01/447.2 Monthly Play Area Risk Assessment and Yearly inspection
Dog mess collected from Play Area again. Sign is there. Monitor.
- 02/477 Village Hall**
02/477.1 Angela Saward, Chairman of the VH Committee reported that consultation documents were delivered last week. Deadline at the end of Feb.
New lighting ordered for the hall. Looking at the heating system too.
- 02/478 Village Matters**
02/478.1 Notice Board – Remove from the Agenda.
02/478.2 Finger post

AK

Cllr AK circulated the details and update: Currently PC are on track to meet the need for 3 formal quotes – Cllr AK have given to the end of Feb to all potential contractors to quotes.

In addition to above, Cllr AK attempted to contact another parish council, but has no response, who have published their refurbishment activity on their own village finger post.

The next steps are:

1. Present quotes at March meeting.
2. Assess options /costs for professional refurbishment of sign (possible re-casting of new fingers).
3. In parallel with 2) as alternative option: cost for fabricating new fingers – AK to obtain /generate geometry for alpha-numeric characters, make own fabrication on (finger) steel plates, cost for bead/sand blasting and painting.
4. Seek proposals collectively (incl. Village) for any local features or colourful plants/foilage around base of finger post – incl. in overall cost proposals.
5. Make work plan /site plan for placement & erection.
6. Present costs to PC for agreement and sanctioning spend.

Cllr AK is expecting at least 2 more quotes. Need to look for the missing finger too.

AK

02/479 Streetlighting

Lamp PC4 in Rectory lane is still in a dangerous condition, lamp cover is broken. Clerk to chase Clerk contractors.

02/480 Church & Burial Matters

02/480.1 Quote for the next 2 years for the grass cutting in the churchyard received from Mr Holdaway for 2018/19 for £125.00. Increase by £10 as previously PC paid £115.00. Agreed.

02/480.2 To further discuss the possible repairs of the memorial stones, Cllr AM
Cllr AM will look into the repairs when weather permits.

AM

02/480.3 Footpath issue – No update other than that already discussed earlier today.

02/481 Correspondence

02/481.1 Council Tax Band D £81.99.

02/482 Councillors Questions

02/482.1 None.

02/483 Date of the Next Meeting: Wed 7 Mar 18 at **7.30pm** at the Village Hall.

Meeting finished at 9.25pm

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

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


CHAIRMAN