

SOUTHOE & MIDLOE PARISH COUNCIL

MINUTES of the PARISH COUNCIL MEETING

Held on WEDNESDAY 6 Nov 2019
In SOUTHOE VILLAGE HALL at 7.30pm

Present A Marnes (AM) Chairman, D Saw (DS), S Mitchel (SM) and A Kiley Parish Councillors
Ms R. Mimiene (RM), Clerk
2 members of the public
P Downes, County Cllr
H Masson HDC Cllr

Please note that Parish Council will be recording the meetings and uploading onto the Parish Council website.

Due to technical difficulties Nov PC meeting recording might have not been issued.

2019/20

11/939 To Receive Apologies and Reasons for Non Attendance

11/939.1 Clerk reported that Cllrs Rachel Horsman, Anna Ramply and John Taylor sent apologies for absence.

11/940 Declarations of Interest for Members (Disclosable Pecuniary Interests)

11/940.1 None.

11/941 District and County Councillors Reports

11/941.1 CC Cllr PD: report attached. CC Cllr PD noted that only junctions with a particular danger will be looked at by CC Highways re: white lining and other worn out road markings. Government offering the Mayor of the Joint Authority to take over the duties listed in the paper provided on the night (mostly everything what CCC does at the moment).

Great Ouse Valley Trust is set up to enhance and improve the path. Meeting is going to be arranged. It is a good time for local people to share ideas and concerns. Southoe & Midloe PC signed for the membership back in Apr 2019.

11/941.1 HDC Cllr HM: report attached.

Recent issues with bins brought to HDC Cllr HM attention. Several bins gone missing:

- two bins removed by HDC from the village (one of the bins belonged to PC but was damaged by the turning HDC lorry) and
- one more from the Village Hall.

Cllr AM went to HDC to seek advice and was promised a follow up letter, but no reply to date.

Cllrs PD and HM left the meeting.

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

11/942 Open Forum – For all members of the public and press present

No issues raised.

Meeting was re-opened

11/943 To Receive and Approve the Minutes of the Parish Council Meeting 2 October 2019

Cllr AK left the meeting

Proposal Proposed by Cllr SM, seconded by Cllr DS, all in favour, and it was RESOLVED Carried that Minutes are approved.

Chairman signed the minutes.

11/944 Matters arising from those Minutes

All matters are under the Agenda.

Cllr AK re-joined the meeting

11/945 To further Consider Parish Neighbouring Plan/Neighbourhood Plan (NP)

Postpone this matter till Cllr RH is present.

11/946 A1 Matters. Link Road.

11/946.1 Resurfacing 200 meters of the left hand lane, starting near the exit from the former

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	garage south of the village has been done (the poor road condition that PC raised in the past). Further complaints are being received from the residents re: the surface being very bumpy after the repairs been carried. Cllr AM will email Highways England.	AM
11/946.2	No update re: Link Rd.	
11/947	To Consider VE day	
	There are aspirations that the village would like to have an event to commemorate this occasion. Cllrs suggested a BBQ party or breakfast/brunch for residents. PC done it before and it was very successful.	
	A proposal of up to £1000 to be put towards the event. Possibility to work together with the VH committee. PC can formally write to VH committee to say that PC are proposing a joint event.	AM
Proposal	Proposed by Cllr AM, seconded by Cllr AK, all in favour, and it was RESOLVED that the expenditure up to £1000 is approved to celebrate the VE day in 2020. Money to be used from reserves.	Carried
11/948	Planning. Local Plan.	
11/948.1	Local Plan: Email from HDC received. Several workshops were suggested for Cllrs to attend. Cllrs AM, AK and SM will attend on 25 Nov 19 at St Neots. Clerk to book places. Cllr DS will be the reserve. <i>Note since meeting: Places reserved.</i>	Clerk AM, AK, SM and DS
11/948.2	To Consider: Proposed semi-detached 2 bedroom house Site Address: Land Adjacent To 22 Lees Lane Southoe Reference: 19/02150/FUL, received 31 Oct 19 <i>On 1 Nov 19 amendments received to the same planning application.</i> The original application was to increase the living space at 22 Lee's Lane. Now it has been converted into building another house on the site. Cllrs felt that similar applications been approved in the past so therefore should be recommending approval to this one too.	
Proposal	Proposed by Cllr AM, seconded by Cllr DS, 1 abstaining, all the rest in favour, and it was RESOLVED that Parish Council recommends approval to the above planning consultation.	Carried
	This type of development as proposed by 22 Lees Lane used to be classed as "infill". <i>Clerk to share info on planning with Cllr AK.</i>	Clerk
11/949	Working with Parish and Town Councils and the Great Ouse Valley Trust to improve the Ouse Valley Way	
	PC sought Cllr PD expertise in this matter: Discussed under CC Cllr PD report.	
11/950	Southoe Common Barns Wind Farm, update	
	No reply received.	
11/951	Finance	
11/951.1	Cashbook, Income and Expenditure report for Q2, bank Reconciliation carried to 30 Sep 19 <ul style="list-style-type: none"> • Current a/c bank balance as at 30 Sep 19 £173.41. • Business a/c bank balance as at 30 Sep 19 £39,648.72 (VAT refund of £396.89 received in August 19) 	
11/951.2	To consider purchasing an external hard drive to be able to back up PC data, Cllr RH Wait till Cllr RH is back.	
11/951.3	To consider a projector for PC use at the meetings. Cllr R Horsman noted that there is a possibility that one could be donated. Cllr RH will confirm this. If this is the case, PC to consider a donation to a charitable organization in return. Carry forward to the next meeting.	
11/951.4	To approve 4 additional hours to cover the Clerk's over time spent in September handling the complaint matters Cllr AM proposed, DS all in favour of 4 hrs to be added to the next pay.	
Proposal	Proposed by Cllr AM, seconded by Cllr DS, all in favour, and it was RESOLVED that the additional 4 hrs are approved and to be added to the Nov payroll.	Carried
	Clerk to report to PC re: the hours spent on this matter in October. It was agreed to consider on a monthly basis till the matter is closed.	Clerk

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11/951.5 To Consider and Approve Budget 2020/21 proposals and Agree the Precept request
PC discussed the Budget. Final approval at Dec meeting.

11/951.6 Expenditure for Approval 6 November 19
An Invoice from Mr Holdaway received for £125.00 for the maintenance of the
Churchyard on 17 Oct 19. It was agreed to make this payment tonight.

Nov 19					
06/11/2019		Wages	Wages incl payment to HMRC Oct 19	1131 1132	248.71
06/11/2019		NEST	Pensions Employee & employer Oct 19	DD	26.18
06/11/2019		Mr Holdaway	Grass cutting Cemetery 3 & 23 Sep 19	1133	250.00
06/11/2019		CGM	Grass cutting FF 29 Aug and 30 Sep 19	1134	220.80
06/11/2019		Camb's ACRE	Membership renewal 2019	1135	57.00
06/11/2019		Mr Holdaway	Grass cutting Cemetery 17 Oct 19	1136	125.00

Proposed by Cllr SM, seconded by Cllr DS, all in favour and it was RESOLVED Carried that all items listed in 11/951.6 are to be paid including the additional payment to Mr Holdaway for the maintenance of the churchyard.

Outstanding: Cllr SM will go to the bank to finalise the set up to become a signatory.

SM, AM

11/952 To consider General Data Protection compliance

11/952.1 Consent Form
Cllr RH is working on it. RH

11/953 To Review Risk Assessment SM-HS001, Cllr A Kiley

Reviewed, remove from the Agenda. Review date Oct 2020, Clerk to remind Cllr DK a few months before. Clerk, AK

11/954 Parish Council Website: updated by Cllr R Horsman

Oct PC meeting recording uploaded onto the website.

11/955 The Defibrillator for Southoe & Midloe Village

Regular checks carried.

11/956 Village Security & Policing Matters

Clerk invited PCSO to the PC meetings as agreed at the last PC meeting.
No issues brought to PC attention over this month.

11/957 Highways Matters

11/957.1 Missing bins reported, awaiting the feedback.

11/957.2 Buckden's LCWIP (Local Cycling and Walking Infrastructure Plan): Consider working with Buckden PC to extend the plan so that Southoe could gain potential benefits, Cllr A Marnes
It was agreed that is a very good idea. The charge to produce a plan will apply but it is easier to do together with Buckden. Clerk will formally contact Buckden PC's team (Mr Lewis). Cost of the plans could be around £1,000. Cllr DS volunteered to help in the process. Clerk
AM
DS
PC would like to get the plan put together but need to find out the fee. Cllr AM will provide the contact details for the person he had communication last time. Clerk to approach Buckden PC re further details and guidelines.

11/958 Village Grass cutting issues and Footpaths issues in the village

No problems.

11/959 Play Area & Playing Field

11/959.1 Monthly Risk Assessment was carried by the Volunteer, carried and presented to PC at the last meeting in Oct. No problems reported.

11/959.2 PF hedge works agreed to be carried by HDC contractors on Wednesday 18th September 2019 – No Invoice received.

11/959.3 Rabbit issue on the PF reported by Cllr AM.
Pest control was approached but cannot do it because of the location. Awaiting feedback from other contact.

11/959.4 The cabin: No update.

11/960 Village Hall

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No updates.

11/961 Village Matters

11/961.1 Finger post AK, AM
PC will try to move it by 16 Nov 19 and store it in a different location.

11/962 Church & Burial Matters

11/962.1 To further discuss the outstanding repairs of the memorial stones, Cllr A Marnes DS, AM
Cllrs DS repaired one headstone.

Cllr DS noted that the meeting at the Church was held re: turning the church into the parish hub / community centre which was welcomed by the residents very positively. Further meetings are set to appoint the architect.

11/962.2 Lych Gate and Church wall DS
Need to follow the PC Financial Regulations which state that for the expenditure for up to £5,000 PC need to need to obtain 3 Quotes. Cllr DS will seek quotes/estimates and will report back to the next meeting.

11/963 Correspondence

Noted.

2 members left the meeting

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.

PC noted the SLCC proposal re: Wages for 2020/21 Financial year, PC will make a decision in due course.

11/964 Update on the Complaint received

Update provided by Cllrs DS and AK. PC
It was agreed to revisit the PC Complaints Procedure.

Open the meeting

11/965 Councillors Questions

None raised.

11/966 Date of the Next Meeting: Wed 4 Dec 19 at 7.30pm at the VH

Meeting finished at 9.14pm

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