

MINUTES OF THE ANNUAL PARISH MEETING OF HOLYWELL-CUM-NEEDINGWORTH HELD ON TUESDAY 18th APRIL 2017 AT 7.30PM AT THE PAVILION NEEDINGWORTH VILLAGE HALL

PRESENT:

Cllr J Neish (Chairman)
9 Parish Councillors
2 members of the public
Miss J Bowd (Parish Clerk)

1. Apologies for Absence.
Roy Fountain
2. Minutes of the 2016 Annual Parish Meeting
The Minutes of the 2016 Annual Meeting were signed as a true and correct record.
3. Chairman's Report.
The Chairman of the Parish Council delivered his report. (Appendix A)
No Questions were asked
4. Village Hall Trust Report.
Chairman of the Village Hall Trust – Eda MacPherson delivered the report on behalf of the VHT Chairman. (Appendix B)
No Questions were asked.
5. Financial Report of the Council.
Parish Clerk delivered the following report:

Based on year ending 31st March 2017.

Year ending 31/3/16

Income - £129759
Expenditure – £138104
£109385 carried forward at end of year.
Precept £103117.

Copy of Annual report has been distributed to all houses and incorporates a copy of these accounts.

Internal audit carried out by Mr M Williamson- Mijan Consulting 6/5/16

External audit PKF Littlejohn completed on 19/7/16 – unqualified.

Draft figures for year ending 31st March 2017.

Please note: These figures have not yet been presented to, approved by council or been subject to audit.

Income £123025
Expenditure £100298
£132112 carried forward as general and allocated reserves.

Internal audit will be carried out by Mr M Williamson (Waterbeach) 3rd may 2017
External auditors appointed Littlejohn LLP.

The Parish Councils Annual Report will be published by 30th September 2017.

Precept for new financial year 2017/18. £106263

This equates to a band D property paying £109.32 per annum an increase of £2.90 per annum (2.7%)

6. Relief in Need Trust Report.

Parish Clerk delivered the following report:

Year ending 31/3/17

| | |
|-----------------|---------------|
| Opening balance | £821.73 |
| Interest | <u>£ 4.94</u> |
| Withdrawals | £ 0.00 |
| Balance 31/3/17 | £ 826.67 |

No applications received or grants approved in this financial year.

Trustees

Jon Neish

Margaret Perryman

Colin Pearce

Cathy Border

Jane Bowd (administrator)

Rev Sheila Anthony

7. Public Open Forum.

A resident spoke about vehicles speeding through the village especially the High Street.

The Chairman said that this was raised at a recent Police open meeting but asked that incidents be reported to the Police via 101.

Another resident asked about the requirements for applying for a grant from the relief in need charity.

The Clerk confirmed that applications are considered on a case by case basis.

It was suggested that the Charity should be advertised in The Villager to remind residents of its existence.

There being no further business the meeting closed at 7.55 pm.

Chairman

Date

Appendix A

Annual Parish Meeting 18th April 2017

It was once again an honour to be elected as Chairman for the Holywell cum Needingworth Parish Council in May 2016. I thank the Council for the trust they place in me to carry out my duties as their Chairman.

Precept-

The Precept for the **2016/17** financial year was set at **£103117** a small increase of 1.95% on the previous year. This was to cover the introduction of the workplace pension, some improvements to the Parish but also the increasing challenges on the demands on the budget.

The Parish Council acknowledges the expectations from Parishioners to continue to maintain the village standards high. The additional reduction in services from both District and County and the added inflationary costs will continue to add to the financial burdens in the coming years.

Looking forward to the 2017/18 financial year a small inflationary increase in precept (**£3146**) has been necessary taking the precept to **£106263**.

To individual households this will mean that a Band D property will be paying £109.32 per year which equates to a 2.7% or a £2.90 annual increase (£0.06p/week).

Following the resignation of the Assistant to the Clerk in October 2016 a new Assistant has been appointed and with supported training and her eagerness I am pleased to report that Mrs Alison Jackson has now settled into the role.

The change of staff and the requirement for training did impact upon the Clerk but the office is now working efficiently despite an increased workload.

Planning applications

The Council have been consulted on 23 planning application again this year. Once again some have been in direct conflict with our Village Design Statement, Conservation area and Parish Plan.

Future planning areas of note are as follows:

- HDC Local Plan: Gifford's Park
- Rural exemption site: Victoria house – There is an opportunity to speak with Luminus on Thursday 20th April 3.30pm- 7pm here at the village hall
- Land behind Meeting lane.

There is a display of information relating to both Gifford's Park and Victoria House at the back of the room.

Consultations:

The Council has always had a policy of responding to documents that it had been asked to consult on.

This year some of those are as follows:

- Consultation on a future model for Pharmacy Services in Cambridgeshire & Peterborough.
- Electoral review of Cambridgeshire: new draft recommendations
- Cambridgeshire and Peterborough CA Devolution.
- Housing and Economic Land Availability Assessment: Additional Sites Consultation 2016.
- Signage- St Ives cycle Route 10
- Removal of BT telephone boxes.
- Boundary Commission proposal for the Earith electoral ward be moved to South East Cambridgeshire.
- A Draft Corporate Energy Strategy for Cambridgeshire County Council
- New Draft CAPALC Membership Agreement

Environment:

Holywell-

Construction traffic relating to the large-scale building projects have caused considerable damage to common land which will require repair once work is complete. This will be difficult. The developers are aware of their requirement to repair damage caused by their builders however there will inevitably be cost to the Parish.

However, there is considerable damage being caused by inconsiderate parking on the front, some of which is Parish Common land. There is also parking within the allocated passing places and on the narrow section of the front roadway meaning the majority of vehicles have to now run over the grass and verges.

Following a request from The Ferryboat, the Parish Council have placed a new rubbish bin near the Riverbank at Holywell Front.

Environment Agency sponsored signs restricting the mooring to a maximum of 48 hours have also been installed to allow everyone a chance to enjoy this picturesque location.

This year the Parish Council have also placed bird boxes in various location around the village to encourage nesting. Holywell School are also making some 'bug' boxes as a project with the Parish council supplying the materials. I must thank Cllr Whyte and Cllr Holloway for leading this project.

Garden plots continue to be fully utilised following an advertisement in the villager which has brought in several new tenants.

Once again, a small dedicated group of volunteers and Council staff spent time on the national campaign of 'The Great British Spring Clean'. A great effort over a short time that really made a difference to the cleanliness and look of the village.

Another great success was the Christmas tree project which was supported by grants from the Co-Op and Hansons to assist with costs and the tree was very kindly donated by Oakington Garden Centre. It is hoped that this will become an annual event for the village which, I am sure, will continue to grow in scale and popularity

Local Highways Improvement BID

I can report that the Parish Council was successful in being awarded a Local Highways Improvement bid for 2017/18.

This project will be led by the County Council and it has been awarded to improve parking in the area around the junction of Townsend road and the High street.

This follows on from last year's scheme which introduced speed reduction measures along Church Street and some associated parking restrictions.

Millfields

Millfields continues to be well used throughout the year with both the football and cricket teams have a thriving large group of players.

The Parish Council feels that it is correct in supporting the various groups utilising the Millfields area. Apart from the organised sports there have also been a number of other activities taking place including the following:

- HDC activity days in school holiday
- Holywell school use for football tournament

- Scouts Easter egg hunt,
- HSA fun run

The Council strives to balance the success of the venue with the increased pressure, at certain times, with car parking. I must thank the School which has allowed parking within its grounds which, if used, should alleviate some of the issues.

What's next in 2017/18

The Council are currently acquiring quotes to repair and revamp the bus shelter on the high street.

Following last year's message about the Parish Office I am pleased to announce that the Full Council has resolved to look into the relocation of the very cramped Parish Office. The increasing workload and requirements placed on the staff by legislation and planning mean we have a duty to ensure proper and future proof working environment for our dedicated staff

Finally

I would like to thank all Councillors who have given their time over the past 12 months and supported me this year as Chairman. To my Vice Chair, Colin Pearce, for all his support and standing in when I cannot attend meetings.

Once again special thanks to our Clerk, Jane Bowd for her hard work throughout the year. It's been a difficult one in many ways. A warm welcome and thank you to Alison Jackson, our new Assistant to the Clerk, for her work in supporting the Clerk.

Our fine Groundsmen Ian Armstrong and Ricky Storr for keeping the Parish looking immaculate. Lorraine Pearce, our cleaner and our joint tree wardens Cathy Border and George Britton.

Jon Neish

Chairman

Holywell cum Needingworth Parish Council

Appendix B

Needingworth Village Hall Chairman's Report – April 2017

During the last year we have had a similar committee except Roger Beaman left primarily due to changes of working circumstances. We are still short of about 3 Trustees and a Secretary whose duties are currently shared, but this is not as efficient as someone undertaking the full role. We have a management committee of 7 members inclusive of 6 Trustees. We would like to reiterate if you know someone who would like to join us on the management committee please let me or a member of our committee know. We meet six times a year and the duties are relatively light.

In July 2016 we held our annual Music Festival, the weather was kind to us and we managed to raise over £4000. Recently in March we had another successful annual trivia quiz with 120 people attending raising a further £700 + a bar profit of ca £200. We will have the added bonus of local elections this summer which make a useful contribution to our overheads. The Music Festival this year will be on the weekend of the 1st / 2nd July with the Preschool Group joining us on Sunday again to make it a family day, it is their intention to have a wide the range of activities. The BBQ was successfully managed by the Scouts who will continue to do this year. We will offer 8 real ales at the bar again, an aspect of the festival which has been proven to be popular in recent the years. We will require plenty of volunteers so I hope members of the Parish Council and village will join in, help and enjoy the weekend entertainment. On the Saturday we will have a police presence. All funds go towards the refurbishment of the village hall and we will endeavor to have more fund raising events in future. We did try and start a bi-monthly disco evening but it failed through lack of interest.

During the last 12 months we have repainted the hall. We also replaced all the lights in the hall and pavilion with LED tubes, the cost of which was substantially grant funded, which hopefully will further reduce our maintenance and electricity consumption. Interestingly, shortly after installation some tubes began to fail. After complaining to the suppliers, the producers sent a contractor to us and replaced all the tubes, which now seem satisfactory. This year we are aiming to enlarge our kitchen by removing the wall between the existing kitchen and what is called the 'plant room' which currently is a store and contains most of our services. We estimate the total cost at least £18000 which we hope will be at least 50% grant funded. This will include all new equipment.

The draft income/expenditure accounts for the year are indicative of a surplus. We should now be self- supporting unless there is a disaster or large project. In order to cover extra costs we increased the letting charges to local organizations by 25%, but we have left the letting charges to others the same. After many years of constraint since 2008, which gave rise to lower utilization of our facilities, we now feel the tide is turning with bookings up at least 10% and a greater use of the bar. Apart from the regular users for many years, we have additional new groups like the scribblers (writers), art classes, the Church, a significant number of different fitness classes and many children's parties. We hope the improved kitchen will further increase our bookings as we will be able to cater for larger groups and have themed food events. We still have vacant periods particularly at weekends and wish to encourage potential hirers to come to us rather than other facilities in the locality. Hopefully, excluding exceptional items, we will continue to be healthy in the forthcoming financial year and we now have a general reserve fund plus a reserve fund to cover substantial improvements/repairs e.g. roofing.

I would like to take the opportunity to thank the Village Hall management committee, all of whom are proactive and undertake work voluntarily to make the village hall complex as pleasant as it is; also the Parish Council Clerk and assistant to the Clerk in co-operating with us to all our mutual benefit.

We receive many complimentary comments on how nice our facility is.

We hope we will see you at our AGM on Thursday 18th May 2017 at 7.30pm in the Pavilion.

Roy Fountain

