

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL
HELD ON Tuesday 3RD JUNE 2014 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr J Neish (Chairman)
Cllr C Pearce (Vice Chairman)
Cllr C Border
Cllr R Fountain
Cllr A Holloway
Cllr E MacPherson
Cllr C Norman
Cllr I Neve
Cllr A Whyte

Miss J Bowd (Parish Clerk)
Mrs H Sirot-Smith (Assistant to Parish Clerk)

IN ATTENDANCE:

1 member of the public, County Cllr K Reynolds, District Cllrs R Carter and M Francis.

22. APOLOGIES

Apologies were received from Cllr J Carter (work), Cllr G Fisher (holiday), Cllr R Inman (work) and Cllr M Williamson (work).

23. DECLARATIONS OF INTEREST –

Personal

Cllr A Holloway – item 31.1 – planning application for ‘Pantiles’, Holywell – neighbour.
Cllr J Neish – item 31.1 – planning application for ‘Pantiles’, Holywell – knows applicant.
Cllr E Macpherson - item 32.1 - 32.4 – items re Village Hall – member of the VHT.
Cllr R Fountain – item 32.1 - 32.4 – items re Village Hall – member of the VHT.
Cllr A Holloway – item 32.1 - 32.4 – items re Village Hall – member of the VHT.

24. MINUTES

RESOLVED:

That the minutes of the meeting held on Tuesday 6th May 2014 be signed by the Chairman as being a true and correct record. All in favour.

25. PUBLIC FORUM.

No issues arising.

26. DISTRICT AND COUNTY COUNCILLOR REPORTS.

Cllr Reynolds advised on consultation just released over Holywell Primary school and St Marys, Bluntisham forming a federation. Clerk confirmed document had been received at the office today. Also Boundary Commission undertaking a review to look at County council division not sure what final decision likely to be but looking at reducing the number of councillors from 69 to 63.

Cllr R Carter stated that HDC budget for 2014 is not looking promising. Two new Service Directors have been appointed. Heads of Services posts have also all been filled – mix of internal and external. Re planning application for 28 High Street he requested that PC submitted supporting/opposing comments when next considered. Requested that Clerk send copy of proposed change of speed limit and showing where entrance to Kestrel Court is. Asked that bus timetable & routes be published in The Villager for particularly 21/22 services to encourage residents to use so that services are not cut. Cllr Carter confirmed that planning application for Morrisons store and petrol station has been passed. Chairman noted that office not been notified by planning dept yet and website also not been updated. Chairman reported that complaint received from resident re grass cutting not

happening in DC areas. Cllr Carter advised schedules being revised and drawn up – soon to be implemented.

Cllr M Francis introduced himself and gave Clerk contact telephone number.

27. POLICING

27.1 To receive a Police Report.

Clerk advised that according to E-cops map for March – 1 crime reported in Holywell (aggressive break-in)

Ecops report this week says police concentrating on car-rage and anti-social driving incidences.

Clerk reported that NHW co-ordinator had contacted her over suspicious vehicle which was seen around village last Friday (30th May) had been parked at the junction of Overcote Lane/Ashton Close (Reg No AD14OYL), a black Toyota 4x4. The vehicle contained 4 occupants of Asian appearance. The police have confirmed that the vehicle registration number is false but they had no info if these individuals had targeted surrounding villages. Councillors asked to keep an eye out for this vehicle and report any suspicious sightings direct to the police on 101 who will link it up to NHW report.

27.2 Neighbourhood Policing Team – any Issues & Concerns

No other issues arising.

28. CLERK'S REPORT.

The following meeting dates were noted:-

1st July 2014 - Full Council

15th June 2014 – Consultation, Leisure Facilities, Planning & Finance.

Items to report.

- CCC Highways are now satisfied with the verges Back Lane Holywell. Repair to the corner of Back Lane/Conger Lane has been agreed.
- Police have contacted to say that there was no forensic evidence from the recent break in at Millfields and therefore that the case is closed.
- Opus Energy bill £9-02. She has contacted the company as this is considerably lower than expected, it appears that they have disconnected the metre and it should be rectified next month. Clerk will monitor progress and report to next meeting.
- Juniper Tree by Lock-up - Clerk has a quote of £100 to take the tree down, awaiting date.
- Needingworth Scouts replanted the 2 plant troughs by the entrance to the village hall as part of their community activity work. (2nd June)
- HSA fun run will take place at Millfields on Saturday 21st June, 11.00 am start.
- Chairman and Clerk met with agents for Meeting Lane site, they will be presenting a proposal for consideration by the PC in the near future to get the village of Needingworth included in HDC plan for development to 2036.
- Trees Holywell church yard, contractor will be on site w/c 4th June to carry out the work to remove dead wood.

Cllrs Fountain and MacPherson asked that a letter be sent to the contractor responsible for the village hall extension giving a firm deadline for the completion of the snagging which has been outstanding for 2 years.

29. COMMITTEES

To note minutes of following committees:-

29.1 Environment – Tuesday 20th May 2014.

RESOLVED:

That the minutes of the Environment Committee be noted.

29.2 To approve committee members for 2014-15

RESOLVED:

That the changes be made as recommended. All in favour.

30. FINANCE & RISK.

30.1 To approve Accounts for Payment as at 3rd June 2014.

RESOLVED:

That the accounts for payment total of **£6,054.31** be approved. All in favour.

30.2 To ratify following expenditure under Clerks delegated powers:-

(i) A2Z Security Ltd/Just CCTV – replacement camera in Play Area - £368.80
RESOLVED: That the amount be approved. All in favour.

(ii) ESPO – kitchen equipment (Millfields) & First Aid box restock - £79.93
RESOLVED: That the amount be approved. All in favour.

30.3 To receive and note the budget report as at 30th May 2014.

RESOLVED:

That the budget report be noted.

30.4 To note the Bank Reconciliation as at 30th April 2014.

RESOLVED:

That the bank reconciliation be noted. All in favour.

30.5. To review issue of keys to specific sites used by clubs and associations.

Chairman advised that Gardening Club have requested that they be given key to tractor shed by Village Hall to access storage for tables, etc. Raised awareness that a number of clubs/associations hold various keys to pc owned areas. Feel some need to monitor this.

RESOLVED:

That all locks changed and then gives starting point for who then asks for keys so this can be listed and monitored.(prop Cllr MacPherson, 2nd Cllr Border) 8 in favour, 1 against.

31. PLANNING

Cllrs Holloway and Neish declared a personal interest in the following item.

31.1 To note the following applications that have been received:

(i) Application ref: 1400610LBC:
Remove roof tiles, replace and reuse, remove old batons, fix insulation between rafter – ‘The Pantiles’, Back Lane Holywell.

RESOLVED:

That application be approved. All in favour (7).

31.2 To note the following application that has been approved:

(i) Application ref: 1400248FUL – Single storey extension side and rear – 10 St Johns Close, Needingworth.

Noted.

32. VILLAGE HALL

32.1 To receive a report from the representative of the Village Hall Trust.

Cllr Neish reported that he had attended recent meeting with the VHT. They were aware of intended letter to come through to advise about non-renewal of lease from PC’s solicitors. Cllr Pearce expressed concerns that the matter was still a long way from being resolved and questioned how long new lease etc was going to take to set up.

32.2 To receive a verbal report on plans for Music Festival 2014.

Cllr Holloway advised that confirmation received from police that 2 police constables and 2 special officers to be in attendance. Cllr Macpherson noted that still need more volunteers for bar and bbq.

32.3 To note the minutes of the Village Hall Management committee of 20th March and 17th April 2014.

The minutes were noted.

32.4. To note the Needingworth Village Hall accounts for year ending 31st March 2014.

Noted.

33. RIVER BANK

33.1 To receive a report on the riverbank Holywell Front.

Council noted report from Clerk. Permission has been granted for sloping bank by EA. Clerk has been in contact with some contractors for quotes. One company recommends repairs, rather than sloping. Chairman had decided that council should get independent professional advice on best action to take. Advisor meeting with Clerk on 4th June (recommended by Internal Drainage Board).

RESOLVED:

Decision to be made at next full PC meeting following independent advisor's recommendations. All in favour.

34. CODE OF CONDUCT

34.1 To note DCLG guidelines on openness and transparency on personal interests.

Noted.

34.2 To approve changes to the Code of Conduct.

Clerk reported on additional paragraph which had been sent to clarify that she can award dispensation and highlight declaration of individual councillor's pecuniary interests.

RESOLVED:

That the changes be approved. 8 in favour. 1 abstention.

34.3 To adopt the revised Code of Conduct with effect from 30th June 2014.

RESOLVED:

That the revised Code of Conduct be adopted. All in favour.

35. ENVIRONMENT

35.1. To approve wording and issue of letter to residents adjacent to Overcote Lane playing field advising of position relating to trees.

RESOLVED:

That letter be approved and that it be distributed to all residents whose property backs onto the playing field. All in favour.

35.2. To approve amendments to cemetery regulations.

RESOLVED:

Approved that double depth cremation plots may now be purchased. All in favour.
That amendments to cemetery regulations be approved. All in favour.

35.3. To note the verbal report of Giant Hogweed growing in Overcote Lane, Needingworth.

Clerk advised that she had brought the matter to council's attention because this is an injurious plant that's juice causes burning. Needs to be removed correctly – spreads by water. She has contacted Highways and Hansons. Asked Cllr Holloway to report to Bluntisham internal Drainage Board at meeting on Friday.

35.4. To consider request from resident to pollard tree Overcote playing field.

Clerk reported that a qualified tree surgeon had examined the tree and advised that he did not consider it a high risk to residents due to its location. Fencing protects general public

and tennis players. Cllr Pearce commented on the natural shield the tree gives to residents from floodlights at tennis courts. Tree surgeon recommended that lower branches could possibly be removed to create easier job for grounds-men to mow. No need to take action to make it more balanced.

RESOLVED:

That councillor's to visit site prior to next meeting so able to make decision. No work could be carried out for the next month or so as bird nesting/tree growing season. Clerk to advise residents of the delay.

All in favour.

36. HIGHWAYS IMPROVEMENTS

36.1 To approve the plans as produced by CCC Highways for Pound Hill.

Plans showing proposals were examined and discussed.

RESOLVED:

That plans be approved. All in favour.

36.2 To approve the contribution of £500 towards the Highways Improvement scheme.

RESOLVED:

That contribution towards scheme be approved. All in favour.

37. CORRESPONDENCE:-

To receive correspondence and agree any actions:-

37.1. To note the minutes of the NHW meeting 8th May 2014.

Noted.

37.2. To note the meeting 10th June re traffic model St Ives Town and surrounding areas.

Clerk and Chairman confirmed that they would attend and will ascertain if the information includes the impact of the Morrison's site. Noted.

38. ITEMS FOR REPORT ONLY.

- Assistant Clerk reported on electrical recycling collection on 15th May – WISER collected 2127 KG's – not as much as the previous collection (5021KG's), but over double from the first one. In total, our village has recycled 8098KG's of material in just over 1 year, a large portion of equipment was 'Small Domestic Appliances'. Raised £71.40 (should be paid end of July). They would like to hear any feedback from Parishioners or Councillors. They propose another event – possibly Thursday 13th November.
- Clerk reported residents email concerning the need for more frequent grass cutting of the roadside verges.

There being no further business the meeting finished at 9.23pm.

CHAIRMAN

DATE