

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL  
HELD ON Tuesday 4<sup>TH</sup> NOVEMBER 2014 AT 7.30PM IN MILLFIELDS PAVILION**

**PRESENT:**

Cllr C Pearce (Vice Chairman)  
Cllr C Border  
Cllr J Carter  
Cllr R Fountain  
Cllr A Holloway  
Cllr E MacPherson  
Cllr C Norman  
Cllr A Whyte  
Cllr M Williamson

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

**IN ATTENDANCE:**

1 member of the public.

**100. APOLOGIES**

Cllr J Neish (holiday), Cllr I Neve and Cllr G Fisher (holiday) Cllr Inman (work).

**101. DECLARATIONS OF INTEREST**

**Personal**

There were none.

**102. MINUTES**

**RESOLVED:**

That the minutes of the meeting held on Tuesday 7<sup>th</sup> October 2014 be signed by the Vice-Chairman as being a true and correct record. All in favour.

**103. PUBLIC FORUM.**

No matters arising.

**104. DISTRICT AND COUNTY COUNCILLOR REPORTS.**

District Cllr R Carter and County Cllrs M Francis and Cllr K Reynolds sent their apologies.

Cllr P Bullen reported that District council has opened up consultation to public on electoral review. Phase 2 of cycle path to Meadow just about to commence.

11<sup>th</sup> November – meeting about Park & Ride bus service. Charges to start possibly on parking in St Ives.

Street lights causing alot of complaints. He offered to pass on any complaints to Balfour Beatty/CCC.

**105. POLICING**

**105.1. To receive a Police Report.**

Clerk advised Council that driver of stolen vehicle detained, having being stopped entering village on 27<sup>th</sup> October.

E-cops reported that 12 dwelling burglaries – none in the village though. Marked increase on previous weeks recorded. Common items being stolen are:- electrical items, jewellery and cash. Entrance usually gained from rear of properties.

**105.2. Neighbourhood Policing Team – Any issues & concerns.**

None raised.

**105.3. To note the NHW meeting on 18<sup>th</sup> November.**

Date noted.

**106. CLERK'S REPORT**

The following meeting dates were noted:-

**18th November 2014 – Consultation, Environment, Planning, & Finance. H.R**

**25<sup>th</sup> November – Budget meeting**

**2<sup>nd</sup> December 2014 - Full Council**

**Items to report.**

- AFP for October. Original figure of £56,863.30 was correct and copy will be placed with minutes.
- Balfour Beatty street lighting contract. Having contacted the company they have made an error with the renewal date of our contract and will be reissuing nearer the time (June 2015), I will bring the matter back to Council when appropriate.
- CCC Street lighting energy. Report received 16<sup>th</sup> October with 7 days to respond. Signed on behalf of Parish Council continuing the existing service that CCC provide with Southern Electric. Chairman was advised 21/10/14.
- Cllr Fisher sanded and re-varnished the Roll of Honour board voluntarily.
- Wooden poppy crosses purchased with a view to placing one in gravelled triangle by Roll of Honour board on 100<sup>th</sup> anniversary of each of their respective deaths of those killed in WW1. To be marked with their names. Cllr Border suggested that fencing to be placed around area to avoid crosses being removed. Chairman requested this be put on agenda for consideration at Environment committee meeting.

**107. COMMITTEES**

To note minutes of following committees:-

**107.1. Planning & Finance – Tuesday 21<sup>st</sup> October 2014.**

**RESOLVED:**

That the minutes of the Planning & Finance Committee be noted.

**107.2. Leisure Facilities – Tuesday 21<sup>st</sup> October 2014.**

**RESOLVED:**

That the minutes of the Leisure Facilities Committee be noted.

**108. FINANCE & RISK**

**108.1. To approve Accounts for Payment as at 4<sup>th</sup> November 2014.**

**RESOLVED:**

That the accounts for payment total of **£9,390.35** be approved. All in favour.

**108.2. To ratify following expenditure under Clerks delegated powers:-**

- (i) £41.30 - The Poppy Shop (H Sirot-Smith) – wooden poppies for war memorial.

**RESOLVED:**

That the amount be approved. All in favour.

- (ii) £100.00 – Mr M Pammenter – repair to flat roof at Millfields.

**RESOLVED:**

That the amount be approved. All in favour.

- (iii) £172.69 – Wicksteed Leisure – repairs to Rainbow Unit.

**RESOLVED:**

That the amount be approved. All in favour.

**108.3. To receive and note the budget report as at 30<sup>th</sup> October 2014.**

**RESOLVED:**

That the budget report be noted.

**108.4. To note the Bank Reconciliation as at 30<sup>th</sup> September 2014.**

**RESOLVED:**

That the bank reconciliation be noted. All in favour.

**109. PLANNING**

**109.1 To note the following application that has been approved:**

(i) Application ref: 1401179FUL-Replacement of existing timber gates, timber fencing, brick tiers and brick wall with new timber gates, brick piers and brick wall (incl. Realignment to increase pavement width/vehicular visibility. 33 High Street, Needingworth

Noted

**109.2 To note the development on the site of former number 1 Church Street to be known as 1 & 1B church Street.**

Noted.

**109.3 To consider actions following presentation on October 7<sup>th</sup> 2014 for Needingworth to be included in the District Local Plan.**

Chairman advised that council does not have to offer any opinion at this time.

**RESOLVED:**

That no comment be made either in support or against the proposal. All in favour.

**110. VILLAGE HALL**

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

Cllr Williamson reported that it is often difficult for him to attend the management meetings. However, as currently regular meetings between the trust and council, probably not so necessary. Also as 3 members of trust also sit on the council, any developments can be communicated via them. He does recommend that new arrangements when lease drawn up stipulate that a member of the council sits on the trust with a clearly defined role.

**111. PREMISES WORKING PARTY**

**111.1. To receive an update from the Working Party's representative.**

Cllr Williamson delivered a report. See Appendix A

**112. ENVIRONMENT**

**112.1. To consider need to carry out repairs to grounds at St John's Churchyard.**

Clerk advised that had received report from grounds staff over number of large holes appearing in churchyard possibly made by animals. Suggested infilling with surplus top soil if available. Clerk reminded that when tree survey carried out, council had looked in depth

at whose responsibility it was for the maintenance of the churchyard. It stated that council solely responsible for grass cutting – has also carried out tree works with special permission from the Diocese. It was thought that all other aspects are the responsibility of the Parochial Church council.

**RESOLVED:**

That the Clerk will write to the Church Wardens to explain problem so that they can decide what action to take. All in favour.

**113. CORRESPONDENCE:-**

**To receive correspondence and agree any actions:-**

**(i) To note email concerning the CAPALC - Proposed Huntingdonshire District Forum.**

Clerk advised that council pay £745 per annum in order to access their services. Council's representative is currently Cllr Fisher, but he was not present to check that he would be willing to continue. Council discussed contents of proposed Fee Structures and accompanying comments.

**(ii) To note the Agenda for the CAPALC AGM on evening of Thursday, 20<sup>th</sup> November 2014 and agree representation.**

Clerk confirmed that she will be attending. Cllr Williamson volunteered to attend meeting if possible. Cllr Carter offered if he is not available.

**(iii) To note the minutes of the Needingworth Liaison Meeting held on 22<sup>nd</sup> September 2014**

Noted.

**114. ITEMS TO REPORT**

- Cllr Holloway asked for reminder on what to do about 'firework nuisances'. Clerk has advised him that anything included in category 3 is illegal – but unsure which ones are covered by this. Cllr Whyte advised that his NHW co-ordinator has a list of permissible fireworks and calls out the police if any disallowed fireworks are being lit in their area.

There being no further business the meeting finished at 8.20 pm.

CHAIRMAN

DATE