

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL
HELD ON Tuesday 2ND SEPTEMBER 2014 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr J Neish (Chairman)
Cllr C Pearce (Vice Chairman)
Cllr C Border
Cllr J Carter
Cllr G Fisher
Cllr R Fountain
Cllr A Holloway
Cllr R Inman (from item 70)
Cllr E MacPherson
Cllr I Neve
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, County Cllr P Bullen and County Cllr K Reynolds.

66. APOLOGIES

Cllr C Norman (holiday).

67. DECLARATIONS OF INTEREST –

Personal

Cllr I Neve – item 78.3 – request re lamp-post - neighbour
Cllr R Fountain – items 76.2 & 76.3 – items re Village Hall – member of the VHT.
Cllr A Holloway – items 76.2 & 76.3 – items re Village Hall – member of the VHT.
Cllr E Macpherson - items 76.2 & 76.3 – items re Village Hall – member of the VHT.

Non-statutory pecuniary interest

Cllr R Fountain – items 79.1 – item re Village Hall – member of the VHT.
Cllr A Holloway – items 79.1 – item re Village Hall – member of the VHT.
Cllr E Macpherson - items 79.1 – item re Village Hall – member of the VHT.

68. MINUTES

Pointed out that there was 1 spelling error item 59, line 11 Cllr Holloway asked 'id' should read 'if'. Also item 59, 2nd line date should read 2020.

RESOLVED:

That after the amendments were made, the minutes of the meeting held on Tuesday 5th August 2014 be signed by the Chairman as being a true and correct record. All in favour.

69. PUBLIC FORUM.

No matters arising.

70. DISTRICT AND COUNTY COUNCILLOR REPORTS.

District Cllr R Carter and District Cllr M Francis sent their apologies.

Cllr Carter emailed to report that weeds on Willow Green were scheduled to be treated following complaints by residents. He also reported that planning application at 28 High

Street had been approved. He is going to ask residents if they would consider requesting District Council approval to take down part of wall to improve vehicle sight lines for customers leaving Queens Head car park. He acknowledged problems with traffic at new mini-supermarket regarding car park and traffic island.

County Cllr Paul Bullen reported that there will probably be changes relating to the Future Transport policy. He also reminded council that the deadline for Local Highway Improvement BID's is mid-September.

County Cllr K Reynolds reported that CCC has started its Budget consultation earlier than usual this year. There will definitely be cuts. He also spoke about contract to renew streetlights – for economic gains (£100 million being spent over 25 years). There will be a significant saving of 10% in electricity charges across the county. If any issues with problems associated with removing and installing new streetlights in this village, he requested that report to himself or Cllr Bullen (e.g. holes left in pavement).

Cllr Neish confirmed that the parish will be submitting a Highways BID regarding yellow lines at top of Church Street and traffic calming outside of the school.

Cllr Pearce reported on problems experienced by traffic exiting Compass Point roundabout both with traffic island reducing width of lane and cars queuing to go into Tesco express car park. He also queried why the Tesco car park was only half the size of the available plot. Cllr Reynolds confirmed that a lot of complaints have already been received about it.

71. POLICING

71.1 To receive a Police Report.

Clerk advised Council that staff have started picking up small plastic bags with print of black widow spider on at Overcote playing field. They suspect they have been used to carry drugs and the matter has been reported to the Police.

E-cops report summary report was welcomed as an improvement on the Police UK reports.

71.2 Neighbourhood Policing Team.

No issues raised.

72. CLERK'S REPORT

The following meeting dates were noted:-

7th October 2014 - Full Council

16th September 2014 – Consultation, Environment, Planning & Finance.

Items to report

- Please note AFP for July should have been £7874.80 not £7770.19 as reported at the meeting. This is on account of the cheque £104.61 issued to The Villager as agreed item 47.6
- Resident has emailed concerned about parking Townsend Road/High Street junction.
- 10/7/14 Giant Hogweed has been chemically treated at the Overcote Lane Poultry Farm site.
- Annual report contract was given to Victoire press, cost £205.20 including VAT. Report to be distributed with the next edition of The Villager.
- Evening 6th August reported off road motorbikes in Conger Lane Holywell area. Police attended but bikes had left before they arrived. Clerk reported that the resident who made complaint has now got a log to keep for 2 weeks.
- 8/8/14 Grant application for £29,000 submitted to Mick George community fund re the riverbank repairs. Closing date for applications 29th September, decisions mid-December.
- 12/08/14 Grant £3,931 submitted to WREN for funding for the refurbishment of the ladies toilets at the village hall.
- Christmas meal provisionally booked for Tuesday 16th December at Queen's Head
- Thank you to Cllr Whyte for assisting with the planting of the containers at Overcote Lane

- To note that cheque for £7,500 has been received in settlement for the stolen Etesia mower.
- Clerk will be taking holiday 4th & 5th September, 22nd-26th September and 8th-15th October 2014(Cllr Holloway asked whether AC would be covering the office phone during this period.)

73. COMMITTEES

To note minutes of following committees:-

73.1 Planning & Finance – Tuesday 19th August 2014.

RESOLVED:

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

73.2 Leisure Facilities – Tuesday 19th August 2014.

RESOLVED:

That the minutes of the Leisure Facilities Committee be noted.

73.3 Premises Working Party – Tuesday 17th June & 29th July 2014.

RESOLVED:

That the minutes of the Premises working party be noted.

74. FINANCE & RISK

74.1 To approve Accounts for Payment as at 2nd September 2014.

RESOLVED:

That the accounts for payment total of **£12,663.82** be approved. All in favour.

74.2 To ratify following expenditure under Clerks delegated powers:-

- (i) ESPO – ‘No Parking’ bollards - £22.14

RESOLVED:

That the amount be approved. All in favour.

- (ii) Amazon UK - Wireless keyboard & mouse for Assistant Clerk - £13.34

RESOLVED:

That the amount be approved. All in favour.

74.3 To receive and note the budget report as at 21st August 2014.

RESOLVED:

That the budget report be noted.

74.4 To note the Bank Reconciliation as at 31st July 2014.

Clerk pointed out that as suggested by the Internal Auditor a copy of the current account bank statement will now be provided.

RESOLVED:

That the bank reconciliation be noted. All in favour.

74.5 To review the Internal Auditor’s report 2014.

RESOLVED:

That the. All in favour.

74.6 To appoint an Internal Auditor for 2014/15.

RESOLVED:

That Mr G Whitfield be approved as the Internal Auditor. All in favour.

74.7 To review Motor Fleet policy and award contract for 2014/15.

RESOLVED:

That the policy be awarded to Equity red star as recommended by WPS insurance brokers. All in favour.

75. PLANNING

75.1 To consider the following applications that have been received:

- (i) Application ref: 1401252FUL:
Demolition of conservatory and construction of new side and rear extension – 21 Daintree, Needingworth.

RESOLVED:

That application be approved. (Proposed – Cllr Neish, seconded – Cllr Holloway)

75.2. To note renaming of premises previously known as ‘Si Two’, Parsons Green, St Ives. Noted.

Cllrs Fountain, Holloway & Macpherson declared a personal interest in the following items.

76. VILLAGE HALL

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

Cllr Williamson said nothing to report.

76.2 To note minutes of Village Hall committee meeting of 15th May and 24th June 2014.

The minutes were noted.

76.3 To consider removal/lowering of concrete hump at entrance to site, following letter from management committee.

The contents of the letter were noted. Cllr Pearce advised that hump in place to prevent gravel from travelling into Overcote Lane, and also to slow drivers down exiting/entering the car park. Cllr Macpherson commented that humps very difficult for small cars to negotiate. Cllr Fountain suggested that concrete could be ground down. Cllr Pearce agreed to look at what machinery would be available at a reasonable cost to carry out the work. Cllr Holloway thought that regularly raking with tractor could alleviate problem of gravel travelling.

RESOLVED:

That the matter to be considered further at next Leisure Facilities committee meeting. All in favour.

77. CONSULTATION

77.1 To consider the St Neots’ Neighbourhood Plan

No comments.

RESOLVED:

77.2. To note the Electoral Review of Cambridgeshire County Council.

Noted.

78. ENVIRONMENT

78.1. To consider cemetery Memorial request

Matter was discussed. Clerk advised that has spoken with the designer about method of fixing and advised that it needs to be in line with cemetery regulations.

Noted that a variety of coloured stones in the cemetery.

RESOLVED:

That the design and materials requested are approved, and erection subject due usual cemetery regulations and guidelines. All in favour. (Proposed – Cllr Neish, seconded – Cllr Holloway)

78.2 To note report on the ‘Myth-buster Tour’ – July 2014.

The contents of the report were noted.

Cllr Neve declared a personal interest in the following item.

78.3 To consider retention of lamp post CC1 at Ravenscourt, Needingworth

Cllr Macpherson advised that she had spoken with resident who felt that the new street lighting was not going to be sufficient. The map showing locations of lights was discussed with what possible changes could be made. If any lights retained that not on the plan PC would be responsible for maintenance of column, etc. As well as electricity charges.

RESOLVED:

That no changes to be made to plan. 10 in favour. 2 abstentions. (Proposed Cllr Holloway, 2nd Cllr Williamson)

78.4 To note update from the Great Ouse Valley & Washes AONB Working Group.

Cllr Holloway reported that Hanson have commented that they do not support the designation of the area as one of outstanding natural beauty as it may well affect their long term plans potentially resulting in loss of jobs.

Noted.

Cllrs Fountain, Holloway and Macpherson declared a non-statutory pecuniary interest in the following item.

79. PREMISES WORKING PARTY

79.1. To consider the recommendation of the Working Party.

Cllr Neish spoke about way in which decision had been reached for recommendations. True cost from a PC perspective could only be ascertained by taking management of VH back 'in-house'. But it was recognised that would have a big impact on operational costs and time – rates, admin costs, etc. If this recommendation was to be approved it was suggested it be for a maximum period of 4 years (i.e. a full council term) to gauge accurate costs.

Cllr Fountain responded by outlining his support for the current system as volunteers save the Council around £15,000 p.a. in his estimate. His proposal is for Parish Council to be holding trustee, supported by team of volunteers in the management committee. This would minimise cost to the community whilst retaining the goodwill. Another option is to carry on as now, but with a new constitution which satisfies parish council's desired requirements.

Cllr Pearce asked who would be carrying out the additional work if it came back to the Council to run.

RESOLVED:

1st option – to bring management of village hall back 'in house' for up to 4 years. 3 in favour. 5 against. 3 abstentions

2nd option – Parish Council to take lead in drawing up new Trust, constitution and lease for a new Village Hall management committee. All in favour. (Proposed – Cllr Pearce, seconded – Cllr Fountain)

That second recommendation be worked on by the Premises Working Party with representatives from the current village hall management committee then to be brought back to full council.

80. CORRESPONDENCE:-

To receive correspondence and agree any actions:-

80.1. To note the Cambridgeshire Future Transport project notes from working group in Area H – 4th June 2014.

Noted.

80.2. To note the minutes of the St Ives Road Safety Committee meeting 8th July 2014.

Noted.

80.3. To note letter from GOBA regarding the riverbank, Holywell Front.

Noted.

81. ITEMS FOR REPORT ONLY.

- Cllr Neve reported that both senior cricket teams have been promoted in each of their leagues.
- Cllr Fountain advised on condition of wire fence at 3 Overcote Lane. Clerk has contacted Highways dept to see if they can do anything about it. He wondered whether PC could also write to property owners. Concerns have also been raised about a large Audi which is parked covering the pavement on the opposite side of the road. Pedestrians have to walk in the road as not enough space on the pavement.
- Cllr Carter reported that mixed and ladies tennis teams have also performed very well this season with league promotion.

There being no further business the meeting finished at 9.25pm.

CHAIRMAN

DATE