

**HEMINGFORD GREY PARISH COUNCIL****Meeting of Hemingford Grey Parish Council  
held on Monday 12 November 2018 at 7.58 pm in the Reading Room  
following the Planning Committee meeting**

**Present:** Cllrs: Richard Allen (Chairman) Sarah Jakes  
Janet Brasnell Kim Loader  
Derek Clifton Anne Meredith  
Doug Dew Tim Puttick  
Riva Elliott

**In attendance:** 8 members of the public, including Susannah Harris, DIY Communities, and Mr Ben Stoehr (Acting Clerk)

**Comments and observations from members of the public and from the County and District Councillors**

A resident wished to record the magnificent efforts of the village, including the WI, Parish Council and the Church, on the commemoration of the World War 1 Centenary. Cllr Dew reported that between 100 and 150 parishioners attended.

Peter Quest spoke to item 6.5 regarding the application for designation of the Great Ouse Valley as an Area of Outstanding Natural Beauty (AONB). He reported on the programme to improve the Ouse Valley and the progress of the AONB application. A request was made that the Parish Council support the Great Ouse Valley Trust and join as members at £30 per annum.

Cllr Dew as District Councillor reported:

- HDC are actively preparing their budget.
- The Local Plan has a few minor amendments and a few more major amendments for consultation early in the New Year.
- Leisure projects and social and affordable housing projects are being considered.

Cllr Dew and Susannah Harris of DIY Communities reported on the Yes Estate play area and the Public Open Space. The group consists of three councillors and three residents (one resident is also a councillor). An open meeting for residents of the Yes Estate will be held on 20 November at 5.30 pm at the Dolphin Hotel, St Ives. The group is looking at grant funding. The WREN application process and its requirements, including third party funding, were explained. Susannah Harris is happy to create a WREN grant account with the Councillors signing off on the application. Ambitious projects for the play area are being considered.

**1. Apologies for absence**

Apologies were received from Cllrs Elmstrom (ill), and Cllrs Waters and Flint (both out of parish), and from District Cllr David Keane.

**2. Declarations of interests**

Cllr Brasnell declared an interest in item 7.6 as a Trustee of the Hemingford Peace Memorial Field.

**3. To approve the minutes of the meeting held on 8 October 2018**

RESOLVED that the minutes of the meeting on 8 October 2018 be approved and signed by the Chairman as a true record. (Prop RA, 2nd KL, unanimous)

**4. To consider matters arising from the last or a previous meeting for info only unless detailed**

On a proposition by the Chairman, the order of business was varied to bring forward items 6.8 and 6.5, and to take items 4.1 and 6.8 together.

**4.1 (4.3) Yes Estate licence and**

6.8 To receive a report from Cllr Dew on the YES estate play area project

It was reported that the grant providers require ownership of the site or a licence longer than five years. There is still an issue with the ownership of the site. The Parish Council would prefer a 10 year licence on transfer of the ownership when the issues have been resolved.

RESOLVED that Cllr Dew should negotiate a ten year licence with the aim of having the lease agreed if possible for approval at an extra-ordinary meeting in December.

It was noted that there is a 10.75% Third Party Funding contribution for grants.

RESOLVED that the Parish Council supports general grant applications for providing public facilities on the YES Estate. (Prop AM, 2nd RA, unanimous)

RESOLVED that Cllrs Dew and Jakes should be the Primary and Secondary Contacts respectively. (Prop DD, 2nd RA, unanimous)

RESOLVED that Cllr Allen should have signing authority. (Prop RA, 2nd SJ, unanimous)

RESOLVED that Susannah Harris be authorised to set up the grant. (Prop RA 2nd AM, unanimous)

RESOLVED to contract DIY Communities, for an additional ten hours at £35.00 per hour. (Prop DD, 2nd RA, unanimous)

6.5 To consider a resident's report on the formation of the Great Ouse Valley Trust (GOVT) and recommendation that the Council should join and support the Trust

RESOLVED that the Parish Council should actively support the aims of the GOVT and join at some time in the future. (Prop RA, 2nd DC, unanimous)

4.2 (4.4) Communications Working Group recommendations including:

RESOLVED that the following items 4.4.1 to 4.4.4 inclusive should be referred back to the Communications Group and deferred to a future meeting:

4.2.1 (4.4.1) That the Clerk will investigate and report back to the Council on the use of a Google drive or something similar for the posting and storage of Council documentation

4.2.2 (4.4.2) That the Clerk will investigate and report back on the provision of Wifi for Council meetings

4.2.3 (4.4.3) That the Council should review the location of the notice board on the YES estate

4.2.4 (4.2.4) That the Council reviews the number and locations of the Parish notice boards (currently five)

4.3 (4.7) Finance & Policy Working Group – report and recommendation on street lights proposal and PWLB loan

RESOLVED to approve the proposals as set out in Cllr Waters's report, subject to budget availability, and to seek quotations from K & M Lighting Services for the purchase and installation of 29 new columns and 86 ILEDs; and to seek a quotation from UKPN for connection to the mains. (Prop RA, 2nd AM, carried with 8 in favour and 1 abstention)

4.4 (8) Proposal for purchase of Remembrance Wreath

RESOLVED to purchase a wreath at a cost of £17.00. (Prop DD, 2nd RA, unanimous)

4.5 (4.5 and 8.8) Finance & Policy Working Group – footpath at Gore Tree Road report and recommendations

RESOLVED that the Parish Council agrees to proceed with the works at a cost of £3960.48 plus VAT, to be carried out in this financial year. (Prop RA, 2nd DD, unanimous)

**5. Finance, procedure and risk assessment**

5.1 To receive the financial report and approve the payment of bills

RESOLVED to receive the financial report and that the invoices and bank statements be checked before the cheques are signed at the end of the meeting.

RESOLVED that the payments as listed in the finance report should be paid, plus K & M Lighting Services (Street light maintenance) £87.88, Hemingford Grey Reading

Room (Room hire) £78.00, Glasdon (Memorial bench) £1100.62, S Barnett (Daintree Green hedge) £168.00, Royal British Legion (Remembrance wreath) £17.00 and Hemingford Peace Memorial Field (Playing fields maintenance contribution) £2100.00. (Prop DC, 2nd DD, unanimous)

Hemingford Playgroup (S137 donation)	£500.00
Universal Fencing (Pinders Green fencing)	£3067.20
RPM (Toddler swing)	£288.00
Bar Hill Parish Council (Training)	£40.00
Parish Online (Online mapping)	£108.00
PKF Littlejohn LLP (Audit)	£480.00
HDC (Bin emptying)	£330.00
LGS Services (Admin support)	£2370.19
Salary	£628.24

Credits, including cemetery fees, allotment rents, bank interest and receipt of the precept, were noted.

5.2 Clerk report on any action taken using delegated powers or because of health and safety  
None

5.3 To consider any matter which is urgent because of risk or health and safety  
The Acting Clerk reported that the life ring had been reported as missing. A new one will be ordered if not found.

**6. To receive reports and items from Committees, working groups and members for information only unless specified**

6.1 Finance & Policy Working Group report and recommendations

6.1.1 Recommendations on the Parish Council's current budget for FY ending 31 March 2019

RESOLVED to note that income and expenditure were generally in line with the budget. RESOLVED to accept the recommendation that reserves are used to move projects forward.

6.1.2 Recommendations for the Parish Council's budget for FY ending 31 March 2020

RESOLVED to accept the F&PWG draft budget with the following changes:

- The S137 fund be reduced to £7,000
- £5000 be included for Yes Estate funding towards grants.

The difference between receipts and payments should be taken from General Reserves if possible or by PWLB Loan for the streetlight project if required.

6.1.3 Recommendation that the Parish Council adopt the draft budget for FY2020 by resolution of the Council

RESOLVED to adopt the draft budget for FY2020. (Prop RA, 2nd DD, unanimous)

6.1.4 Recommendation that the precept be set at £103,950 an increase of 5% against this year and to consider correspondence from HDC

RESOLVED that the precept be set at £103,950.00. (Prop RA, 2nd TP, carried with 8 in favour and 1 abstention)

6.2 To receive a report from the Neighbourhood Plan Working Group and to consider:  
Cllr Meredith reported on the Neighbourhood Plan. The application for designation of the Village Store as an Asset of Community Value had been submitted. Letters regarding the burial ground had been sent to local land owners.

- 6.2.1 Recommendation that Cllr Jakes be appointed to the Neighbourhood Plan Working Group  
RESOLVED that Cllr Jakes be appointed to the Neighbourhood Plan Working Group. (Prop AM, 2nd TP, unanimous)
- 6.2.2 Recommendation that the Council notes three co-options to the Working Group  
RESOLVED to note the co-option of Edward Byam-Cook, Peter Quest and Mike Winstanley to the Working Group.
- 6.2.3 Recommendation that the Council applies to HDC to register Daintree Green and the Tarmac Gravel Pits as Assets of Community Value  
RESOLVED that the Council should apply to HDC to register Daintree Green and the Tarmac Fishing Pit only as Assets of Community Value. (Prop AM, 2nd DC, unanimous)
- 6.3 Environment Working Group report and recommendations  
Grounds Maintenance Contract  
RESOLVED to make amendments to the specification to include: contractor to report to the Clerk on cuts actually done within a week of the work being carried out; the number of cuts for each area to be specified as “up to;” invoices are to be raised more frequently; and to add the Pound Road roundabout maintenance to the tender. (Prop RA, 2nd JB, unanimous)  
  
RESOLVED to write to Royal Mail asking them to remove the redundant olive green cabinets from the village. (Prop RA, 2nd SJ, unanimous)  
RESOLVED to write formally to MRH, the owners of the Esso garage, to ask them to repair and reinstate the fencing to the rear of the garage. (Prop RA, 2nd DD, unanimous)  
RESOLVED to check the status of the access track to the allotments which also provides access to 25 Sadlers Way. (Prop RA, 2nd JB, unanimous)
- 6.3.1 Recommendation to replace the bracket on street light 129 (High Street)  
RESOLVED to replace the bracket on street light 129 (High Street). (Prop RA, 2nd DD, unanimous)
- 6.3.2 Recommendation to order replacement street light 146 (Glebe Road)  
RESOLVED to order a replacement for street light 146 (Glebe Road) subject to approval from the insurance company. (Prop RA, 2nd DD, unanimous)
- 6.4 To receive a report on the CAPALC AGM  
The report was noted. Cllr Waters was thanked for attending.
- 6.5 To consider a resident’s report on the formation of the Great Ouse Valley Trust (GOVT) and recommendation that the Council should join and support the GOVT  
Taken earlier.
- 6.6 Transport Task Group report including details on S106 monies from the Morrisons application  
RESOLVED to note Cllr Meredith’s report. Flyers advertising Community Transport are to be distributed. Morrisons is to be added to the Monday and Friday bus routes. An additional Wednesday service was requested. The combined authorities will be getting a transport report in December and the bus subsidy will then be known.
- 6.7 Report on the Anglian Water sewer repair on Gore Tree Road and to agree action in response to likely need by Anglian Water to replace all of the sewers throughout the village in due course  
Cllr Meredith reported that the repair works in Gore Tree Road had now been completed.  
RESOLVED to write formally to Anglian Water complimenting them on the friendliness and helpfulness of their staff and the contractors who repaired the sewer in Gore Tree Road, and to enquire how and when they intend to assess and replace the sewer infrastructure in the Parish which is clearly reaching the end of its life, with minimal further inconvenience to Parishioners.

RESOLVED to write formally to Highways England and the County Council's Highways Officer to state that the recent closure of Gore Tree Road has highlighted the deficiencies of its junction with the A14 and that the Parish Council wishes them to consider what improvements could be made to ensure the safety of those using it.  
(Prop AM, 2nd RE, unanimous)

- 6.8 To receive a report from Cllr Dew on the YES estate play area project  
Taken earlier under item 4.1.

**7. To consider correspondence/communications received**

- 7.1 Multiple residents – parking in the High Street

Cllr Allen reported on a meeting with residents about parking issues on the High Street.

RESOLVED to write to The Cock, the Reading Room and the Bed and Breakfast to request that they ask patrons to park more considerately on the High Street.

RESOLVED that Cllr Allen should meet with The Cock about the car park and parking options in the village. (Prop RA, 2nd RE, unanimous)

RESOLVED to write to the resident of The Thorpe confirming who owns the verge.  
(Prop RA, 2nd DD, unanimous)

- 7.2 Resident – queries regarding new Allotment Tenancy Agreement and request for meeting

RESOLVED that this should be considered by the Environment Working Group. (Prop RA, 2nd DD, unanimous)

- 7.3 Hemingford Peace Memorial Field – request for yellow lines on The Thorpe and on Manor Road

RESOLVED that this should be considered by the Environment Working Group. (Prop RA, 2nd DD, unanimous)

- 7.4 Hemingford Peace Memorial Field – request that play equipment at Peace Memorial Field be inspected at the same time as Daintree Green and Pinders Green play area

RESOLVED that the Parish Council does not wish to arrange for the inspections due to concerns over liability, but will provide details of the date and supplier to the Peace Memorial Field. (Prop RA, 2nd KL, unanimous)

- 7.5 Hemingford Peace Memorial Field – request for financial support

RESOLVED, in accordance with its powers under Section 137 of the Local Government Act, 1972, that the Council donate the sum £2100.00 to the Hemingford Peace Memorial Field for playing field maintenance, which, in the opinion of the Council is in the interests of the area and its inhabitants. (Prop RA, 2nd DC, unanimous)

- 7.6 MAGPAS – request for financial support

RESOLVED to defer this item to the March meeting. (Prop RA, 2nd DD, unanimous)

- 7.7 HDC – request for suggested locations for two replacement trees

RESOLVED that this should be considered by the Environment Working Group. (Prop RA, 2nd JB, unanimous)

**8. Closure of Meeting**

There being no further business, the Chairman declared the meeting closed at 9.34 pm.

Signed \_\_\_\_\_ (Chairman) \_\_\_\_\_ (Date)