

HEMINGFORD GREY PARISH COUNCIL**Meeting of Hemingford Grey Parish Council
held on Monday 14 October 2019 at 7.54 pm in the Reading Room
following the Planning Committee Meeting**

Present: Cllrs: Richard Allen (Chairman) Anne Meredith
Riva Elliott (part) Tim Puttick
Janice Flint Robin Waters
Sarah Jakes

In attendance: 1 member of the public, District Cllr D Keane and Mrs A Griffiths
(Minutes Secretary, LGS Services)

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

District Cllr Keane reported on:

- The third river crossing. At a meeting last week the Combined Authority Mayor had confirmed he was open minded as to whether there should be a crossing or where it might be located.
- Marshalls site – options will reduce from three to two next month. Cllr Keane also drew attention to plans for a development of 595 houses at Wyton, on the other side of the airfield, which might have an impact on traffic.
- HDC car parking – the District Council was retaining the proposals but monitoring the impact on users. The aim was to encourage people to spend more time in town centres and the new machines would give more flexibility. The Council owned the car parks as an asset and should raise revenue from them.

The Parish Council sought further information about the third river crossing. Cllr Keane said they had been told there was no set view whether there would be a crossing in the area and nothing specific had been selected. Studies were being conducted outside the area as well as on the effects of future transport changes such as electric cars, traffic increases and the impact of local public transport.

1. Apologies for absence

Apologies were received from Cllr Dew (meeting at HDC), Cllr Elliott (meeting at HDC), Cllr Sheridan (out of parish) and from County Cllr Ian Bates (out of parish).

2. Declarations of interests

Cllr Jakes declared a pecuniary interest in items 4.4 and 6.2.6, relating to potential contracts.

3. To approve the minutes of the meeting held on 9 September 2019

RESOLVED that the minutes of the meeting on 9 September 2019 be approved and signed by the Chairman as a true record after additions to item 7.4, line 1, to read “did not flow continuously;” under open session, bullet point 4, line 1, to read “assessments for parking;” and under item 5.7, Neighbourhood Planning Group, to add “Cllr Jakes resigned from the group.” (Prop AM, 2nd TP, unanimous)

4. To consider matters arising from the last or a previous meeting for info only unless detailed**4.1 (Open) HDC car parks - charges**

No feedback had been received from residents. The view was expressed that there was a lack of transparency in the introduction of the scheme and each car park should have displayed a list showing the changes and prices.

At 8.08 pm, on a proposition by the Chairman, the meeting was briefly suspended to enable Cllr Keane to respond. He confirmed that no car parks had been re-designated

but the long stay car parks no longer offered a one hour period of parking, to encourage people to stay in town. The meeting resumed at 8.10 pm.

A comment was made that parking in London Road might be exacerbated when changes came into effect.

4.2 (4.4) CCC Local Highways Improvement Scheme 2020/2021 update

RESOLVED noting that the joint application with Fenstanton Parish Council for speed reduction in London Road had been unsuccessful based on the evidence provided and that applicants had been encouraged to give, that early consideration be given to next year's application.

4.3 (7.2) CCC – request for support for the enhancement and maintenance of the Ouse Valley Way and rights of way in the Parish Council's area

RESOLVED to note the report of the Environment Working Group that the Parish Council has already adopted several footpaths and the rest were the landowners' responsibility.

4.4 (7.5) To consider the EWG recommendation on the maintenance of Mitchell Close play area hedges and recommendation on tree

Cllr Jakes, having previously declared an interest in this item, left the meeting at 8.15 pm.

RESOLVED to proceed to obtain quotations to trim the hedge and cut back the trees and to delegate to the Clerk to accept a quotation up to a maximum budget of £250.00. Cllr Jakes re-joined the meeting at 8.17 pm.

4.5 (5.1 of June meeting) Resident request for re-routing of bus route 1A – to note response from CCC

RESOLVED to note the response from CCC that there was insufficient time in the schedule to divert the bus unless the frequency of service was reduced, which would require assessment and consultation with existing users.

4.6 Local Council Award Scheme outstanding requirements ie an Action Plan and HR policies

RESOLVED that this should be considered by the Finance and Policy Working Group at its next meeting and that a report and recommendation be brought to the full Council at a future meeting. (Prop RA, 2nd AM, 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, HDC (POS rent) £37.50, and Parish Online (online mapping) £108.00. (Prop RA, 2nd TP, unanimous)

Salaries and pension	£819.82
LGS Services (Admin support)	£2273.86
Victoire Press (Newsletter)	£335.00
2Commune (Email accounts)	£84.00
Prima Plumbing (Allotment tap repair)	£50.00
Wave (Allotment water)	£17.74
St Ives Tree (Allotment strimming)	£115.00
PKF Littlejohn (Audit)	£480.00

Credits, including bank interest and receipt of the precept, were noted.

RESOLVED that the Direct Debit mandate in favour of SSE at a cost of £1924.31 per annum be signed by Cllrs Waters and Allen. (Prop RA, 2nd SJ, unanimous)

5.2 Clerk report on any action taken using delegated powers or because of health and safety

RESOLVED to note that:

- The Chairman, Vice-Chairman and Clerk had accepted the quotation from Stancombe Fencing Ltd for bollards at Daintree Green at a cost of £2,398.00.
- The Clerk had used her delegated powers to accept the fees of 15p per debit/credit to be applied by Unity Trust Bank based on the size of the account, amounting approximately to an additional £38.00 per annum. (Prop RA, 2nd RW, unanimous)

RESOLVED to defer the signing of the Yes Development lease to the November meeting to enable the current grass cutting arrangements to continue and to allow time for grant applications. The lease is for 5 years, not 10 years.

5.3 To consider any matter which is urgent because of risk or health and safety

None.

5.4 To consider quotation for the annual memorial inspection at cemetery

RESOLVED to accept the quotation from RS Memorials to carry out the annual memorial inspection at the Pound Road cemetery at a cost of £90.00 plus VAT and to delegate to the Clerk to put works in hand as required. (Prop RA, 2nd SJ, unanimous)

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

6.1 Neighbourhood Plan Task Group – Proposal that the meeting is closed to the public for items 6.1.1 and 6.1.2

6.1.1 Report on potential sites for housing and cemetery within the parish – meeting held on 18 September 2019

6.1.2 Recommendation that the Parish Council decides on and approves the three potential housing and cemetery sites

On a proposition by the Chairman, it was agreed to defer items 6.1, 6.1.1 and 6.1.2 to the end of the meeting.

6.1.3 Recommendation that the Parish Council notes that the Neighbourhood Plan Task Group will be working on the additional information requested by the Housing Association and that it requires information from the Cemetery Task Group on the land requirements for a new cemetery

Noted.

6.1.4 Report on meeting of Neighbourhood Plan Task Group held on 2 October 2019

RESOLVED to note the previously circulated report.

6.1.5 Recommendation that the Parish Council appoints Cambridgeshire ACRE to provide consultancy services in respect of the Neighbourhood Plan process and approves the payment of £400.00 plus VAT for one day's consultancy work

RESOLVED to appoint Cambridgeshire ACRE to provide consultancy services for the Neighbourhood Plan and approve the payment of £400.00 plus VAT for one day's consultancy work. (Prop AM, 2nd JF, unanimous)

6.1.6 Recommendation that the Parish Council approves in principle the setting up of a Neighbourhood Plan website and the appointment of a Webmaster; any costs involved will be brought to a future Parish Council meeting for approval

RESOLVED to approve in principle the setting up of a Neighbourhood Plan website and the appointment of a webmaster. (Prop AM, 2nd TP, unanimous)

6.2 Environment Working Group

6.2.1 Proposal that the litter bin outside the shop be replaced

RESOLVED to replace the bin outside the shop with an identical bin up to the value of £250.00. (Prop RW, 2nd RA, unanimous)

- 6.2.2 Proposal for a new dog waste bin at Mitchell Close to alleviate pressure on the current bin inside the area and close to the seat
RESOLVED to install a large round or square bin outside the play area instead of a new dog waste bin at a cost of up to £250.00, and to approach a suitable contractor to install this on a concrete base on the corner next to the hedge when it has been cut back, and to remove the bin currently located next to the bench. (Prop RA, 2nd RW, unanimous)
- 6.2.3 Proposal that the Parish Council purchases new liners for bins at Daintree Way
RESOLVED to order 3-4 liners, preferably from recycled materials, for the Parish Council owned wooden slatted bins. (Prop RW, 2nd AM, unanimous)
- 6.2.4 Proposal that the Pound Road roundabout should be planted with suitable ground cover plants around the existing shrubs which are now doing well. Cost up to £100
RESOLVED that Cllrs Jakes and Meredith and the Garden Society should select a range of plants at a cost up to £100.00 and plant them later in the autumn, subject to providing a risk assessment to the Clerk. (Prop RW, 2nd RA, unanimous)
- 6.2.5 Proposal that the Council supports a tree planting programme costing £500 per annum for 3 years. Details to be prepared by the tree wardens
RESOLVED to support a rolling programme of tree planting costing up to £500 for the next three years, using free trees, such as from the Woodland Trust, where possible. (Prop RW, 2nd SJ, unanimous)
- 6.2.5 RESOLVED for the tree planting to take place in November to note that consideration was being given to planting at the end of Long Lane and on the patch of grass where a tree had come down at the vehicle entrance to the allotments in Sadlers Way.
- 6.2.6 Proposal that trees nos 134 (Daintree Green) and 6 & 11 (cemetery) be removed ASAP
Cllr Jakes having previously declared an interest in this item, left the meeting at 8.52 pm.
RESOLVED to accept the recommendation of the Tree Group and to seek quotations for the removal of two dead trees in the cemetery and one near the Apple Orchard entrance to Daintree Green, and to delegate to the Clerk to accept the best value quotation up to a maximum of £300.00. (Prop RW, 2nd TP, carried with 5 in favour)
Cllr Jakes re-joined the meeting at 8.55 pm.
- 6.2.7 That the Council sponsor a parish litter pick on 23 November in conjunction with some tree planting
RESOLVED that the Parish Council supports the event which is to be organised by Cllr Flint.
RESOLVED to provide financial support of up to £50 for coffee and cake.
Tree planting during the event has been covered earlier under item 6.2.5.
On a proposition by the Chairman, the meeting was briefly suspended at 8.56 pm to enable District Cllr Keane to confirm that HDC could supply equipment if requested.
The meeting re-opened at 8.57 pm.
RESOLVED to request litter picking equipment from HDC. (Prop RW, 2nd SJ, unanimous)
- 6.3 Proposal that the Council requests the EWG to see if the mowing regimes can be modified to improve the quality of the verges
RESOLVED that the EWG should investigate wildflower beds and bring a recommendation and a costed proposal to the November meeting.
RESOLVED that Cllrs Waters and Jakes should look at who is responsible for different verges. (Prop AM, 2nd JF, unanimous)
- 6.4 Proposal that the Council places an order with both UKPN and K & M Lighting to replace lighting column 119 in St Ives Road which was not in current contract because it is a different shaped (but still aluminium) column not high enough for the LED

lantern that has already been ordered. Cost as per other columns to be replaced on a one for one basis

RESOLVED that a new lighting column for street light 119 be ordered from K&M Lighting Services and connection arranged through UKPN, at an approximate cost of £1000.00. (Prop RW, 2nd AM, unanimous)

7. To consider correspondence/communications received

7.1 Cambridgeshire Climate Emergency – request for liaison meeting

RESOLVED to appoint Cllr Jakes as member with responsibility for climate related matters and to notify Cambridge Climate Emergency. (Prop RA, 2nd JF, unanimous)

6.1.1 Report on potential sites for housing and cemetery within the parish – meeting held on 18 September 2019

6.1.2 Recommendation that the Parish Council decides on and approves the three potential housing and cemetery sites

At 9.03 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, commercially sensitive development matters, the public were temporarily excluded from the meeting and were instructed to withdraw. District Cllr Keane left the meeting and did not return. No members of the public remained. The Minutes Secretary was invited to remain.

At 9.20 pm the meeting was re-opened to the public.

8. Closure of Meeting

There being no further business, the Chairman declared the meeting closed at 9.21 pm.

Signed _____ (Chairman) _____ (Date)