

HEMINGFORD GREY PARISH COUNCIL
Meeting of Hemingford Grey Parish Council held on Monday 10 January 2022
at 7.30 pm in the Parish Centre, High Street

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

In attendance: 7 members of the public, and Mr Joe Stoehr (Minutes Secretary, LGS Services)

The meeting commenced at 7.45 pm following the Planning Committee meeting.

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

A member of the public referred to the Queen's Green Canopy scheme and suggested that the field by the school was to be released for wilding and that this could be used for woodland. An approach to the Woodland Trust was suggested. It was also a low-lying area that often floods. Cllr Dew was asked to follow this matter up.

District and County Councillor Dew reported on:

- The County Farms Estates were looking at their assets and had put forward a plan for tree planting. The land suggested was possibly too wet for use as a cemetery. The field was currently leased so it was possibly unlikely that anything could be done this year. Cllr Dew will seek to open discussions.
- The Council was busy with budget setting. The Children and Adults Social Care budget was the biggest expense. Highways, however, represented 90% of the workload.
- The County Council was now based at Alconbury, although staff were working from home.
- There were two bus stops proposed for Hemingford Road, under the Murketts' S106 Agreement but as there were already two in existence, the money might be better spent on buses. Cllr Dew will return on this subject.
- The fatal accident at Marsh Lane. There had been no progress yet with safety improvements but these were being pursued.
- The District Council was struggling with planning staff numbers, as there was a high turnover.

1. To receive apologies for absence and declarations of interest from councillors on items on the agenda

The apologies of Cllr Duma (another meeting) and Cllr Irish (Covid concerns) were approved. Apologies were also received from District Cllr David Keane.

Cllr Elliott declared a non-pecuniary interest in item 6.1 as Deputy Chair of Hemingford Hub.

2. To approve the minutes of the last Parish Council meeting

RESOLVED that the minutes of the meeting on 8 November 2021 be approved and signed by the Chairman as a true record, after amendments under comments from the public to read "regarding the Reshaping of the Green Spaces." (Prop RA, 2nd AM, unanimous)

3. To consider matters arising from the last or a previous meeting

3.1 (5.1.1.1) To consider tenders for Grass Cutting and Village Maintenance contract 2022-2024 and to award the contract

RESOLVED, having considered all the tenders received, to accept the Buchans Landscapes tender of £12402.50 with annual CPI increase, subject to satisfactory references, on the grounds that they are a reputable company and the Council was impressed with their proposal, which despite not being the lowest was felt to be the best value. (Prop RW, 2nd RA, unanimous)

RESOLVED the contract relating to Phase 2 of the Yes Development will not commence until the land has been transferred to the Parish Council. (Prop RW, 2nd AM, unanimous)

3.1.1 To consider leaf clearance at Vicarage Fields

RESOLVED to contract Buchans to carry out the leaf clearance at Vicarage Fields and to include this in their contract. (Prop RA, 2nd RW, carried with 7 in favour and 2 abstentions)

3.2 To consider quotations for carrying out tree survey

RESOLVED to suspend financial regulations on this occasion to consider the two quotations received instead of three usually required.

RESOLVED to accept the quotation from Eastern Tree Surgery for the sum of £1200. (Prop AM, 2nd RA, unanimous)

RESOLVED to delegate authority to the Clerk to put any high priority work in hand avoiding the bird nesting season. (Prop RA, 2nd AM, unanimous)

3.3 (3.1 of 11.10.21) Proposal that the Council re-consider the appointment of its representative to the Memorial Peace Fields Trust (Pavilion)

RESOLVED to note the previous clash of meetings had now been resolved and Cllr Duma was now able to attend the Trust's meetings.

4. Finance, procedure and risk assessment

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

Cllr Allen declared an interest in the expenses payment of £17.00.

RESOLVED that the payments listed in the finance report should be paid, plus K&M Lighting Services (Street light maintenance) £88.74 and R Allen (Expenses) £17.00.

RESOLVED to delegate to the Clerk to clarify the term "continuous use" with SSE, and to approve the payments if satisfied. (Prop RW, 2nd TP, carried with 8 in favour and 1 abstention)

RESOLVED as a gesture of goodwill to pay the sum of £80.00 to the Somersham Town Band, being half the amount claimed for cancellation compensation, as a gesture of goodwill if they agree to maintain the relationship or if the Council wishes to engage them, although the Council does not believe it is at fault. (Prop AM, 2nd DD, carried with 8 in favour and 1 against)

Salaries and Pension	£1583.03
K & M Lighting Services (Christmas lights supply)	£4249.50
K Ferguson (Yes Estate shrub beds)	£1080.00
LGS Services (Admin support December)	£2303.84

Payments for December 2021 approved between meetings

Salaries (December 2021)	£1619.69
SSE (Street light electricity) (DD)	£161.61
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K & M Lighting Services (Street light maintenance)	£88.74
Glasdon (Picnic bench)	£992.26
Algar Signcraft ("No dogs" signs)	£247.20
Algar Signcraft ("Playground operated by" sign)	£192.00
K Ferguson (Grass cutting)	£12,252.00
Wave (Allotment water)	£87.81
A Meredith (Expenses – seeds)	£39.00
Victoire Press (Newsletter printing)	£528.00
Hemingford Handyman (Mitchell Close bin)	£40.00

K & M Lighting Services (Street light maintenance)	£88.74
Frank P Matthews (Fruit trees and hedging)	£368.00
Shaw and Sons (OLB Condolence book)	£49.14
LGS Services (Admin support November)	£2398.36
SSE (Street light electricity) (DD)	£161.61

Credits, including allotment rents, cemetery fees and bank interest, were noted.

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

RESOLVED to note that the Clerk used delegated powers to ask St Ives Tree to trim back trees in Glebe Road on Parish Council land overhanging the highway as requested by CCC. This is to be done to the standard required by CCC.

Cemetery admin as included in the finance report.

4.3 To consider any matter that is urgent because of risk or health and safety

None.

4.4 Pensions re-enrolment – the Council to agree to re-enrol

RESOLVED to re-enrol the Council's employees in a pension scheme from February 2022 as required every three years. (Prop RA, 2nd TJ, unanimous)

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

5.1 Proposal that the Parish Clerk issues a first letter to residents that are potentially contravening regulations or by-laws concerning vegetation obstructing highways or footpaths; fly-tipping; riparian ownership and other matters that come under the County's authority; to establish a suitable procedure/protocol for such cases and in particular decide who can start any particular case

RESOLVED to note that fly tipping is a District Council matter.

RESOLVED, taking account of the cost for the Parish Clerk to carry out these tasks and the possible requirement for training on what constitutes an issue, that the Parish Council is happy for the Council to take this on if it is quicker than CCC.

RESOLVED, noting that letters must not be sent by a councillor, but that the Chairman or Vice-Chairman or another councillor may report an issue to the Clerk in order for the CCC template letter to be sent. (Prop RW, 2nd DD, carried with 7 in favour and 2 against)

5.2 Proposal that the Parish Council applies to a local foundation for a grant to plant a hedge along the eastern boundary of the Yes Development (along London Road) subject to either the land being transferred to the Parish Council or HDC granting permission for the hedge to be planted

RESOLVED that Cllr Meredith should take the application forward with the assistance of the Clerk. (Prop AM, 2nd RW, unanimous)

5.3 Marsh Lane junction

RESOLVED to support Cllr Dew in his efforts to take the matter forward. (Prop DD, 2nd RW, unanimous)

5.4 Update on the LHI bid

RESOLVED to note the Chairman's report that the next step is a costed programme and additional information from the St Ives Road Safety Committee. Cllr Puttick is to attend the St Ives Road Safety Committee tomorrow and will follow up on this.

5.5 Zebra crossing outside the School

RESOLVED to note that the crossing needs re-painting.

5.6 Community Infrastructure Levy (CIL) Funding Round 2021 – Round Two

RESOLVED as it is too late to submit a full costed plan by the deadline of 21 January to keep the CIL in mind for future projects.

5.7 The Queen's Platinum Jubilee – to consider whether the Council wishes to do anything

RESOLVED that the Task Group of Cllrs Elliott, Meredith and Jakes be appointed to report to the February meeting with a recommendation. (Prop AM, 2nd RA, unanimous)

5.8 Environment Working Group report and recommendations

5.8.1 Proposal that the Clerk is requested to ensure that responsibility for boundary fencing between Yes Estate and Cullum Farm be clarified during the conveyance of the land from HDC to HGPC

RESOLVED to note that this matter is in the hands of solicitors.

5.8.2 Proposal for the Clerk to approach CCC for processes and permissions required for tree planting on highway verges/hedges and to enquire of other parish councils (such as Longstanton) about recent similar tree planting

RESOLVED to defer the matter to the next meeting so that Cllr Waters may contact Phil Hardy. Cllr Dew may assist him with this matter.

5.8.3 Proposal that the Workshop amended project be approved and the Clerk requested to issue a request for quotation

RESOLVED to approve the amended Workshop project and to seek quotations. (Prop AM, 2nd JF, unanimous)

5.8.4 Proposal that the Parish Council should pursue completion of new/improved cycle/walking route along St Ives and Hemingford Road

RESOLVED that the Task Group of Cllrs Waters, Dew and Allen be appointed to progress this matter. (Prop RW, 2nd DD, unanimous)

5.8.5 Proposal that the Clerk and Finance & Policy working group review the handyman job description in the light of current and potential jobs required and the loss of storage and maintenance space at Docksey's Farm

RESOLVED that the Clerk together with the Chairman and Vice-Chairman should be appointed to review the job description rather than the Finance & Policy working group. (Prop RA, 2nd RW, unanimous)

5.8.6 Proposal that the Clerk should request quotations to clear tree suckers from the Millennium Orchard in Daintree Green prior to the start of the maintenance contract

RESOLVED to seek quotations to clear tree suckers from the Millennium Orchard in Daintree Green prior to the start of the maintenance contract. (Prop RW, 2nd TP, unanimous)

5.8.7 Proposal that the Parish Council applies to HDC to designate the new Tarmac gravel pit as an Asset of Community Value as per the existing Marsh Lane lake and surrounding land

RESOLVED, noting that it was not certain whether an ACV application would be successful, that Cllr Waters should enquire with Tarmac as to their plans and the possible return of the land to the public. (Prop RW, 2nd SJ, unanimous)

6. To consider correspondence/communications received

6.1 Hemingford Hub – request for financial support

Cllr Elliott, having previously declared an interest in this item, did not vote.

RESOLVED to approve a grant of £1000 to Hemingford Hub Good Neighbour Scheme towards its activities of support and friendship to residents, which in the opinion of the Council is in the interests of the area and its inhabitants. (Prop DD, 2nd TP, carried with 7 in favour and 1 abstention)

6.2 HDC offer of transfer of Public Open Space at Yes Development

RESOLVED to clarify who will be responsible for the two bins (currently HDC).

RESOLVED to note that the Clerk had asked HDC if any funds would be passed to the Parish Council on transfer of the land.

RESOLVED to proceed with the transfer of the Public Open Space and take the matter forward. (Prop RA, 2nd DD, unanimous)

6.2.1 If the Council agrees at 6.2 formally appoint Leeds Day to act on the Council's behalf and to appoint the Chairman to sign the Client Care Letter (contract)

RESOLVED formally to appoint Leeds Day to act on the Council's behalf. (Prop RA, 2nd RW, carried with 1 abstention)

RESOLVED that the Chairman be appointed to sign the terms of the contract. (Prop DD, 2nd SJ, carried with 1 abstention)

6.0.3 DEFRA Environmental Permitting Regulations 2016 consultation

RESOLVED to note the Clerk happened across this consultation and had responded expressing concerns relating to the parish cemetery.

7. **Closure of Meeting**

There being no further business, the Chairman declared the meeting closed at 9.15 pm.

Signed _____ (Chairman) _____ (Date)

APPROVED