

## HEMINGFORD GREY PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held remotely due to the current pandemic  
**on Monday 9 November 2020 at 7.30pm**

To join the Zoom Meeting <https://zoom.us/j/93377696317>

Meeting ID: 933 7769 6317

Or dial by your location (charges apply) +44 330 088 5830 or +44 131 460 1196

*The order of business may be varied at the Chairman's discretion.*

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder



Mrs Gail Stoehr, Clerk

04/11/2020

### AGENDA

#### Comments and observations on agenda items from members of the public and reports from the County & District Councillors

1. **To receive apologies for absence and declarations of interests from councillors on items on the agenda**
2. **To approve the minutes of the previous Parish Council meeting**
3. **To consider planning applications, decision notices and tree works applications or pre-application approaches received**
  - 3.1 Planning applications
    - 3.1.1 20/80269/COND – Sycamore House, 8 Madeley Court – Conditional information for 19/02559/FUL C7 (Biodiversity method statement)
    - 3.1.2 20/80265/COND – 16 Langley Way – Conditional information for 20/00234/HHFUL C2 (Landscaping plan)
    - 3.1.3 CCC Minerals and Waste Local Plan consultation - Proposed Main Modifications Consultation
  - 3.2 Decision notices, appeals notices, enforcement notices and planning correspondence including:
    - 3.2.1 20/01305/HHFUL – 38 Marsh Lane – Demolition of existing conservatory and construction of replacement single storey extension. Single storey extension to form lounge. Replacement roof with raised eaves and ridge height. External cladding and rendering. Replacement bay window. Replacement garage including office – Permission granted.
    - 3.2.2 20/01106/HHFUL – The Old Dairy, Long Lane – Proposed single storey extension to domestic dwelling – Permission granted.
    - 3.2.3 20/00975/HHFUL – 38 High Street – Erection of corner gazebo – Permission granted.
    - 3.2.4 20/00569/S73 – Agricultural buildings, Long Lane Farm, Long Lane - Variation of condition 2 (approved plan) and condition 3 (Construction materials) on application 19/01917/FUL to amend elevation finishes and construction material specifications – Permission granted.
  - 3.3 Tree works applications
    - 3.3.1 20/01930/TREE – 1 Oakfields
4. **To consider matters arising from the last or a previous meeting for info only unless detailed**
  - 4.1 (5.1) Homes England – to note correspondence and report on meeting regarding Phase 2 of Houghton Grange <sup>(RW)</sup>
  - 4.2 (8.1) Resident – Dogs at Daintree Green – suggestions for measures – to consider correspondence
5. **Finance, procedure and risk assessment**
  - 5.1 To receive the financial report and approve the payment of bills
  - 5.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety
  - 5.3 To consider any matter that is urgent because of risk or health and safety
6. **To receive reports and items from committees, working groups and members for info only unless stated**
  - 6.1 Neighbourhood Plan Steering Group - Neighbourhood Plan Update including report on Steering Group meeting on 20 October 2020 – for information <sup>(AM)</sup>
  - 6.2 Finance & Policy Working Group – to consider report and recommendations including:

- 6.2.1 Proposal that the Parish Council updates its Child Protection Policy to Child Protection and Safeguarding Policy for vulnerable adults
- 6.2.2 Proposal that an audit of bins be undertaken and that the missing dog bin be written off and to write to HDC to ask them to install a dog bin at the Yes Estate
- 6.2.3 Proposal that the Council reviews the amount of its funds in its various bank accounts and have regard for FSCS and to maximise interest
- 6.2.4 Proposal that the recommendations on the Parish Council's current budget for FY ending 31 March 2020 be approved including funds to be earmarked
- 6.2.5 Proposal that the recommendations for the Parish Council's budget for FY ending 31 March 2022 be approved
- 6.2.6 Recommendation that the Parish Council adopt the budget for FY2022 by resolution of the Council
- 6.2.7 Recommendation on the precept required to balance the budget and to set and demand the precept for FY2021
- 6.3 EWG report and recommendations (not detailed elsewhere on this agenda) <sup>(RW)</sup>
- 6.4 To consider Road and Traffic Log and if the Parish Council should lobby the County Council for increased highways funding <sup>(RW)</sup>
- 6.5 St Ives Rotary Club Santa Sleigh route – to consider any feedback on proposed arrangements as the route normally goes around the Yes Estate <sup>(JF)</sup>
- 6.6 Autumn community events report and proposals for 2021 events <sup>(AM)</sup>
  - 6.6.1 A litter pick on Saturday 20 or 27 March 2021 (Mother's Day Sun 14)
  - 6.6.2 Planting 2,000 snowdrops in various locations throughout the parish in October 2021.
  - 6.6.3 Coordinating a non-perishable food collection for Godmanchester Food Bank at a date in 2021 to suit the Food Bank (and the demand on its services) and the council.
  - 6.6.4 To approve in principle tree planting and tree pruning events on Saturday 20<sup>th</sup> (recommendation of Tree Wardens) and Wednesday 24<sup>th</sup> February 2021. It is hoped that fruit trees will be planted in the conservation area adjacent to the allotments.
- 6.7 Proposal that the Parish Council records its condolences to the family of Sandy Smith who was a councillor for many years <sup>(RW)</sup>
- 6.8 Proposal that the Parish Council records its thanks to Vid Soni for his service as shopkeeper and postmaster to the village for 18 years on his retirement from the Village Stores <sup>(AM, RW)</sup>
- 6.9 Proposal that the Parish Council has a standing item on its monthly agendas "To consider report from Hemingford Action Group" so that the Parish Council or Planning Committee may note it and take any other decisions it thinks appropriate. Their report to be attached to the papers published on the website so that residents can see what information they have provided to the Parish Council <sup>(AM)</sup>
- 6.10 Proposal that the hinges on the cemetery gate be realigned <sup>(RW)</sup>
- 7. To consider correspondence/communications received**
- 7.1 Jonathan Djanogly MP - LLA and NATS Airspace Change Proposal
- 8. Closure of meeting**

## CLERK REPORT TO HEMINGFORD GREY PARISH COUNCIL MEETING 9 NOVEMBER 2020

Where I have info to support an agenda item this is below.

1. To receive apologies for absence – Apologies and reasons if received will be reported to the meeting.
2. To approve the minutes of the last meeting on 12 October 2020 – attached.
3. To consider planning applications, decision notices and tree works applications or pre-application approaches received
  - 3.1 Planning applications

Supporting information is available on the Planning Portal  
<https://publicaccess.huntingdonshire.gov.uk/online-applications/> The search criteria is the application reference.
  - 3.1.1 20/80269/COND – Sycamore House, 8 Madeley Court – Conditional information for 19/02559/FUL C7 (Biodiversity method statement)
  - 3.1.2 20/80265/COND – 16 Langley Way – Conditional information for 20/00234/HHFUL C2 (Landscaping plan)
  - 3.1.3 CCC Minerals and Waste Local Plan Consultation - Proposed Main Modifications Consultation  
“I am writing to you as you are on our email database of people or organisations that may have an interest in the emerging Cambridgeshire and Peterborough Minerals and Waste Local Plan.

You are probably aware that the Cambridgeshire and Peterborough Minerals and Waste Local Plan was submitted to the Secretary of State in March 2020 for independent examination. You may also be aware that the Secretary of State appointed an independent Inspector to conduct a Local Plan examination. The hearing sessions, which form part of this examination, took place virtually during September 2020.

During the examination to date, a number of proposed changes (‘Main Modifications’) to the Minerals and Waste Local Plan have been identified. These changes are likely to be required to address concerns identified by the Inspector or representors. These changes will, it is considered, make the submitted Plan ‘sound’ and legally compliant (without prejudice to the Inspector’s eventual consideration of the soundness of the Plan), and therefore enable the Plan to be adopted. In October 2020 the Inspector wrote to the councils and advised the councils to consult on the Proposed Main Modifications.

I am writing to notify you under the provisions of the Town and Country Planning (Local Planning)(England) Regulations 2012, that the Proposed Main Modifications are now being published for a six week consultation period (4 November to 15 December 2020), to allow an opportunity for representations to be made on the Proposed Main Modifications.

The document, E007b - Schedule of Councils’ Post Submission Suggested Modifications, is available to view and download from the Local Plan Examination page of the councils website at:  
<https://www.peterborough.gov.uk/council/planning-and-development/planning-policies/minerals-and-local-waste-plan/mwlp-examination>

In line with the temporary modifications to the Town and Country Planning (Local Planning)(England) Regulations 2012, paper copies will not be made available for this consultation – it will be a website only consultation.

If you wish to make comments on any of the proposed main modifications, please send them by email to:  
[planningpolicy@peterborough.gov.uk](mailto:planningpolicy@peterborough.gov.uk)

We urge you to email comments, if at all possible. However, if you are unable to email your comments, you can post your comments to us instead, but can you please notify Kate Eales (by email:

[Katherine.eales@peterborough.gov.uk](mailto:Katherine.eales@peterborough.gov.uk) or telephone: 01733 863810) of your intent to do so, so that arrangements can be made to collect them. The postal address is:

FAO: Kate Eales  
Sustainable Growth Strategy  
Sand Martin House  
Bittern Way  
Fletton Quays  
Peterborough  
PE2 8TY

You must quote the proposed Main Modifications (MWLP/Main/) number that you are commenting on and your comments should reach us by **11.59 pm on 15 December 2020**.

Can I stress that this consultation is about the Proposed Main Modifications **only**. This is not an opportunity to make comments on the original Local Plan or submit additional evidence unrelated to the Proposed Main Modifications. There is no need to repeat any representations you may have made earlier, as the Inspector already has these and will continue to take them into account.

All comments that we receive will be forwarded to the Inspector (via the Programme Officer) and will be considered by him when writing his Inspector's Report; they will not be considered by the councils, unless the Inspector asks the councils to respond to any of them.

Yours sincerely  
Kate Eales  
Senior Planning Officer  
On behalf of Cambridgeshire County and Peterborough City Councils

### **Planning Policy**

Place and Economy  
Peterborough City Council  
Sand Martin House | Bittern Way | Fletton Quays | Peterborough | PE2 8TY  
To find out more about Peterborough City Council go to: [peterborough.gov.uk](http://peterborough.gov.uk)"

- 3.2 To consider and note any HDC planning decisions (supporting information is available on the Planning Portal <https://publicaccess.huntingdonshire.gov.uk/online-applications/> The search criteria is the application reference.
- 3.2.1 20/01305/HHFUL – 38 Marsh Lane – Demolition of existing conservatory and construction of replacement single storey extension. Single storey extension to form lounge. Replacement roof with raised eaves and ridge height. External cladding and rendering. Replacement bay window. Replacement garage including office – Permission granted.
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- 3.3 Tree works applications
- 3.3.1 20/01930/TREE – 1 Oakfields

### **Other**

20/00285/FUL – F Vindis and Sons, Low Road, Fenstanton – Demolition of existing structures and proposed erection of 105 dwellings together with associated works including a pedestrian boardwalk  
The Parish Council has received no response from HDC as to the lack of consultation but its letter has been included in the documents on the website. The application has not as yet been determined.

#### 4. Matters Arising

The Clerk advises the Parish Council to defer matters until a future meeting if information is not available rather than the next or a specific meeting. If the Council's minutes record the next or a specific meeting the Clerk has to include on the agenda even if no information has been received.

##### Clerk Note

Consultation on renewal of the Huntingdonshire Dog Control PSPO – new signs to be ordered and Handyman to fit at Daintree Green.

The Parish Council has received confirmation of the FP6 Diversion Order.

#### 4.1 (5.1) Homes England – to note correspondence and report on meeting regarding Phase 2 of Houghton Grange and correspondence from the Town Mayor of St Ives

Cllr Meredith proposes that the response below from AECOM be noted by the Parish Council and that Cllr Waters will be attending the Workshop.

“With regards to Hemingford Grey Parish Council's request for indicative plans illustrating the views of the proposed development from inside and outside the Phase 2 site, these views will be developed as part of the design material and submitted as part of the Design and Access Statement. They have yet to be prepared, but we hope to share these views as part of our public consultation material and they will be submitted as part of the outline planning application in the new year. However, we have shared the viewpoints we are proposing to include within the Landscape and Visual Impact Assessment with the council for comment – please see attached email from 5 October.”



The Town Mayor of St Ives has written  
“Dear Neighbouring Parishes,

I write regarding today's presentation by AECOM and Homes England on the Houghton Grange Phase 2 development. I detected from the comments that there were some concerns regarding the "agricultural field"

between HG2 and The Spires, and the fact its future development has not been ruled out. I think there were also some concerns regarding the the lack of travel options for residents into both Houghton and St Ives which avoid either walking along/crossing the very busy Houghton Road, or adding to the vehicle traffic upon it.

I wondered if you perhaps felt a joint letter to AECOM and Homes England might carry more weight than our individual voices. If so, I'd be very happy to support Houghton and Wyton Parish Council if they wished to put such a letter together outlining these concerns and then pass it around for the rest of us to discuss and add our signatures to (in my case, this would be through our Planning Committee).

I look forward to your responses and I hope we can remain in touch on this and other topics.

With kind regards,

Jonathan Pallant - Town Mayor of St Ives

- 4.2 (8.1) Resident – Dogs at Daintree Green – suggestions for measures – to consider correspondence

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

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

Attached

- 5.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety

Cemetery – to sell exclusive rights and authorise the interment in NEW 196, OLD 570B memorial and transfer. To arrange FOC a sign for Daintree Green.

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

Nothing at the time of writing.

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

- 6.1 Neighbourhood Plan Steering Group - Neighbourhood Plan update including report on Steering Group meeting on 20 October 2020 - for information

Cllr Meredith writes:

“The council is asked to note that despite Covid 19 progress is being made and the Steering Group is keen to involve residents from the eastern end of the parish through membership of the steering group or as ambassadors for their roads.”

“Steering Group meeting October 20<sup>th</sup> 2020 7pm by Zoom

Present; Anne Meredith (AM), Libby Wilkin (LW), Robin Waters (RW), Peter Quest (PQ), Roger Mitchell (RM) and Tony Jackson (TJ)

Agenda

1. Apologies for absence- Janice Flint, Chris Bowden, Zena Ambrose
2. Notes of September 15<sup>th</sup> meeting- agreed
3. Government’s proposed planning reforms

The parish council had submitted a response to the consultation. RW informed the meeting he was going to submit in a personal capacity concerning the digital proposals.

4. School surveys recording on spread sheet-these were to be completed before the next meeting LW and AM
5. Draft Survey report AM/RW presented progress to date and agreed that they would try and complete the draft by the next meeting. Concern was expressed about the very low response rate followed by brief discussion how targeted consultation would be used later in the process to address this.

6. Business owners and landowners consultation. PQ/RM/RW offered to start work on this- database of landowners, businesses to contact, structured interview questions. Hopefully all SG members will be involved in the actual interviews. AM to send Whichford questionnaire around.
7. Raise profile of Neighbourhood Plan (NP) in eastern end of parish- ongoing and all aware of the need for this. LW informed the group that as some of the residents had moved there from St Ives then they still looked to St Ives rather than HG.
8. Development of website – JF was attending a web designing course and the intention was to create an independent NP website. Meanwhile the HGPC website was being updated monthly and compared to other NPs we were doing well with on coverage via websites. AM/JF/ZA
9. Character assessment- PQ/RW liaising with Stuart Harrison of Hemlocs who had agreed to provide photographs and also written information about the development of HG
10. Landscape assessment/description PQ had taken photographs to illustrate the views in and out of the NP area. He hoped to have them completed by the next meeting
11. Verges and green spaces- photos . This project overlaps with a PC project on the management of green spaces and verges. RM to send a sample of his photos to RW and RW to develop a database for their storage. Most of the parish photographed except major roads such as A1307.
12. Updating of HGPC see agenda item 8.
13. St Ives NP contact re joint working AM had made contact with St Ives Town councillor Nick Dibben and informed him we wished to work jointly on common issues. RW informed the meeting that St Ives NP was behind us in the NP process
14. Liaison with HDC planning department- Natalie Elworthy had contacted us to remind us that she was available to assist us. AM to reply giving her AM and RW as contacts.
15. AOB PQ presented a paper on cycling in the NP area. This was welcomed and briefly discussed before agreed to file it ready for use at a later date.

16. Preparation of action plan for 17<sup>th</sup> November 2020

- School survey inputted LW/AM
- Draft survey report to be completed RW/AM
- Businesses and landowners consultation- preliminary work RM/RW/PQ
- Character assessment (street photos and historical background) Hemlocs
- Landscape description-views in and out PQ
- Verges and green spaces- photos to be collated and gaps filled RW/RM
- Website development and updating HGPC website AM/JF/ZA
- Raise profile eastern end of NP area- ALL
- Contact Natalie Elworthy and give AM/RW as contacts- AM”

6.2 Finance & Policy Working Group – to consider report and recommendations including:  
Minutes of meeting attached. Includes recommendations.

6.2.1 Proposal that the Parish Council updates its Child Protection Policy to Child Protection and Safeguarding Policy for vulnerable adults

6.2.2 Proposal that the missing dog bin be written off and to write to HDC to ask them to install a dog bin at the Yes Estate

6.2.3 Proposal that the Council reviews the amount of its funds in its various bank accounts and have regard for FSCS and to maximise interest

Details of amounts are included on the monthly finance report. Council to consider if any funds should be moved between accounts now and to agree a policy so that agreed levels can be maintained and reviewed.

- 6.2.4 Proposal that the recommendations on the Parish Council's current budget for FY ending 31 March 2020 be approved including funds to be earmarked
- 6.2.5 Proposal that the recommendations for the Parish Council's budget for FY ending 31 March 2022 be approved
- 6.2.6 Recommendation that the Parish Council adopt the budget for FY2022 by resolution of the Council  
Attached.
- 6.2.7 Recommendation on the precept required to balance the budget  
The recommendation is that the precept be increased by 5%.to meet the needs of the Council and the projects identified in the draft budget
- 6.3 EWG report and recommendations (not detailed elsewhere on this agenda  
Attached.
- 6.4 To consider Road and Traffic logand if the Parish Council should lobby the County Council for increased highways funding  
Attached.
- 6.5 St Ives Rotary Club Santa Sleigh route – to consider any implications or feedback on proposed arrangements as the route normally goes around the Yes Estate

Cllr Flint writes:

“St Ives Rotary Club sub committee meeting regarding this years Santa Sleigh route. The only area that affects this Parish Council is we normally go around the YES estate.

Things we have discussed include:

- Risk Assessments
- Covid Risk Assessments
- Having sweet dispensers / bagging sweets up so no touching/rummaging through sweets
- The Santa Sleigh not stopping to avoid enticing crowds, but to slowly keep moving
- Money collections, normally buckets (which we won't touch for 72 hours after collection), but this year we also have contactless credit card reader, QR codes linking to a GoFundMe website etc. BUT we are not worried about collecting donations this year, that we normally give back to local charities, but more about the children seeing Santa. He will wave but not get off the sleigh this year. And only 6 of us in a group at any one time including Santa and the driver.
- We normally knock on doors, but we will not do this this year
- We will all wear masks / screens / gloves etc
- We have a licence from Hunts Council
- Talking closely with St Ives Town Council
- Not advertising, but letting people know when we will be there on Facebook etc?, we didn't finalise if we can even do this
- Contacting the safety officer at District Council level
- How we deal with the static ones at say Waitrose, Morrisons, Town Market. Like cones distancing, one way systems etc. Waitrose and Morrisons are discussing this internally whether we can this year.

We have decided to also let the Parish Councils of each Town/village know in case they object or have any other ideas/thoughts for us to consider. And depending on restrictions in December, whether we can even do this this year at all.

So if you add this to the Agenda next month I will declare an interest in this subject. If you have any feedback then I suggest it is sent to [secretary@stivesrotarycambs.org.uk](mailto:secretary@stivesrotarycambs.org.uk). Should we let the YES estate residents association know our thoughts?, if so can someone forward this on. They can also contact the [secretary@stivesrotarycambs.org.uk](mailto:secretary@stivesrotarycambs.org.uk)”

- 6.6 Autumn community events report and proposals for 2021 events

Cllr Meredith to report.

“**Autumn Community Events**



All the Autumn events were held in accordance to Covid 19 Regulations. Sadly Refreshments could not be offered.

#### September 19<sup>th</sup> 2020 Litter pick

This was well attended with all the roads, footpaths and green spaces across the parish being litter picked.

#### October 17<sup>th</sup> 2020 Bulb planting

Residents and councillors planted bulbs at 4 locations within the parish. On the Yes estate snowdrops, daffodils and tulips were planted at three locations (beside the road in, in the playground and at the rear of the estate under 3 trees). Cuckoo Bridge Nurseries kindly donated the daffodils and tulips for the Yes estate and the Parish Council provided 200 snowdrop bulbs.

In the village 800 snowdrops were planted under the trees in the vicinity of the decorative village sign area. Several young families came to plant the snowdrops and commented on how much they enjoy participating in such events as it involved all the family and they would see the results of their efforts over the coming months.

We look forward to the bulbs cheering us all up in February, March and April.

#### October 18<sup>th</sup> 2020 Collection for Godmanchester Food Bank

Residents and councillors undertook a roadside collection of non-perishable food stuffs. In total 340kg was collected. A volunteer from the Food Bank kindly picked up the food the following morning. The Food Bank was very appreciative of our efforts.

#### November 28<sup>th</sup> 2020 Tree Planting (Cancelled)

The Tree Group is currently finalising the arrangements for the tree planting with the intention to plant trees on the Yes estate as well as in the village area. In line with current Covid restrictions separate work parties (of no more than 6 and socially distanced) will be organised, however this is subject to change. PC website, social media and posters will advertise nearer the date.

(NOTE: 'The tree planting community event planned for November 28th is cancelled and will be rearranged once Covid restrictions allow.'

Thanks to all the residents who enthusiastically participated in the events and to those councillors who assisted.

Council is asked to note the report and to consider in principle the following proposals.

- 6.6.1 A litter pick on Saturday 20 or 27 March 2021 (Mother's Day Sun 14)
- 6.6.2 Planting 2,000 snowdrops in various locations throughout the parish in October 2021.
- 6.6.3 Coordinating a non-perishable food collection for Godmanchester Food Bank at a date in 2021 to suit the Food Bank (and the demand on its services) and the council.
- 6.6.4 To approve in principle tree planting and tree pruning events on Saturday 20<sup>th</sup> (recommendation of Tree Wardens) and Wednesday 24<sup>th</sup> February 2021. It is hoped that fruit trees will be planted in the conservation area adjacent to the allotments. (The Tree Group has an approved budget of £500 per annum for tree planting)"
- 6.7 Proposal that the Parish Council records its condolences to the family of Sandy Smith who was a councillor for many years  
Cllr Waters to report. He writes "The obituary will be in the newsletter."
- 6.8 Proposal that the Parish Council records its thanks to Vid Soni for his service as shopkeeper and postmaster to the village for 18 years on his retirement from the Village Stores <sup>(AM)</sup>
- 6.9 Proposal that the Parish Council has a standing item on its monthly agendas "To consider report from Hemingford Action Group" so that the Parish Council or Planning Committee may note it and take any other decisions it thinks appropriate. Their report to be attached to the papers published on the website so that residents can see what information they have provided to the Parish Council <sup>(AM)</sup>  
October's report has been circulated to all Cllrs. November's has not been received at the time of writing.

6.10 Proposal that the hinges on the cemetery gate be realigned <sup>(RW)</sup>

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

7.1 Jonathan Djanogly MP - LLA and NATS Airspace Change Proposal

“As I am sure you are aware, the owners of London Luton Airport and NATS have launched a joint consultation on an Airspace Change Proposal.

This proposal will provide a separate holding stack and flight paths for aircraft arriving at London Luton Airport. There are two options being consulted on, both of which provide for a holding stack over Grafham Water and flight paths over my constituency.

I am concerned about the impact of these changes and intend to provide a formal response to the consultation in due course. I would be very grateful if you could advise me of the Parish Council’s position and whether you will be responding to the consultation. I would also welcome constituents contacting me directly with their views on this issue so that I may accurately reflect local feeling in my consultation response.”

**8. Closure of meeting**

**HEMINGFORD GREY PARISH COUNCIL FINANCIAL STATEMENT**

£

Nov-20

<b>Balance B/Forward</b>	<b>218971.99</b>
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**ADJ'S + Chq's Approved at Previous Meeting**

<b>Adjustments</b>		
SALARIES	ADJUSTMENT	14.00
<b>Payments</b>		
SSE	STREETLIGHT ENERGY	-152.18
VICTOIRE PRESS	NEWSLETTER PRINTING	-647.00
CME	PAYROLL	-385.20
<b>Receipts</b>		
SANTANDER	INTEREST	0.36
PLOT 12A	ALLOTMENT RENT	18.70
PLOT 27A	ALLOTMENT RENT	32.40
PLOT 24B	ALLOTMENT RENT	16.20
PLOT 16A	ALLOTMENT RENT	16.20
PLOT 21B	ALLOTMENT RENT	18.70
PLOT 18A	ALLOTMENT RENT	16.20
PLOT 20A	ALLOTMENT RENT	16.20
PLOT 28	ALLOTMENT RENT	32.40
PLOT 17A	ALLOTMENT RENT	16.20
PLOT 6	ALLOTMENT RENT	32.40
PLOT 11	ALLOTMENT RENT	32.40
PLOT 4A	ALLOTMENT RENT	16.20
PLOT 9	ALLOTMENT RENT	32.40
PLOT 8A	ALLOTMENT RENT	16.20
PLOT 21A	ALLOTMENT RENT	16.20
PLOT 29	ALLOTMENT RENT	32.40
PLOT OLD570B	MEMORIAL FEE	145.00
PLOT 8B	ALLOTMENT RENT	16.20
PLOT 4B	ALLOTMENT RENT	16.20
PLOT 1	ALLOTMENT RENT	32.40
PLOT 18B & 19A	ALLOTMENT RENT	32.40
PLOT 23B	ALLOTMENT RENT	18.65
PLOT 15	ALLOTMENT RENT	32.40
PLOT 3	ALLOTMENT RENT	32.40
PLOT 25	ALLOTMENT RENT	32.40
PLOT OLD570B	EXCLUSIVE RIGHTS TRANSFER	40.00
PLOT 22	ALLOTMENT RENT	37.40
PLOT 19B	ALLOTMENT RENT	18.65
PLOT NEW196	EXCLUSIVE RIGHTS & INTERMENT	640.00
PLOT 7A & 17B	ALLOTMENT RENT	32.40
PLOT 30B	ALLOTMENT RENT	16.20
PLOT 26	ALLOTMENT RENT	92.40
PLOT 24A	ALLOTMENT RENT	43.70
PLOT 5	ALLOTMENT RENT	32.40
<i>Total Fund movement</i>		<b>502.58</b>
<b>Balance revised after adjustments</b>		<b>219474.57</b>

DD

**Bank Reconciliation**

Item	Funds	Statement	Outstanding
Unity Trust Current Acc	29539.60	29,677.57	-137.97
Unity Savings Acc	5.17	5.17	
Santander Current Acc	147563.51	147,563.51	
Santander Deposit Acc	42366.29	42,366.29	
<b>Total</b>	<b>219474.57</b>	<b>219612.54</b>	<b>-137.97</b>

Expenditure for month	Amount (£)
SALARIES & PENSION	1381.10
NALC	38.93
WAVE	112.45
N GRAY BUILDING	720.00
CAPALC	120.00
K&M STREETLIGHTS	78.00
PARISH ONLINE	108.00
K&M STREETLIGHTS	88.88
HDC	37.50
LGS SERVICES	2234.82
<b>Total Expenditure</b>	<b>4919.68</b>

<b>Balance c/f</b>	<b>214554.89</b>
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Notes:

Late invoices will be brought to the meeting.

## HEMINGFORD GREY PARISH COUNCIL

Meeting of Hemingford Grey Parish Council Finance & Policy Working Group on  
Monday 19 October 2020 at 7.30 pm

**Held remotely via Zoom due to the current pandemic**

**Present:** Cllrs: Richard Allen (Chairman) Robin Waters  
Riva Elliott

**In attendance:** Cllrs Meredith and Duma and Mrs Gail Stoehr (Clerk)

**1. Apologies for absence**

Apologies were received from Cllr Dew for anticipated lateness.

**2. To consider declarations of interests from councillors on items on the agenda**

None.

**3. To consider proposal that Hemingford Hub adopts a safeguarding policy to cover engaging with vulnerable adults**

Agreed to recommend to the Parish Council at its next meeting that the Parish Council adopts a Child Protection and Safeguarding Policy.

**4. To review the budget for financial year ending 31 March 2021 against receipts and payments and to consider any outstanding projects or spending and to make arrangements for these**

Each of the budgetary headings were reviewed and scrutinised as to variance and outstanding.

The following were noted by the Working Group

- Additional email licences may be required given the recent decisions to give the webmaster and tree wardens a dedicated Parish Council email address.
- The audit fee will be the same as previously as last year as the receipts or payments should be under £200,000.
- The Parish Online renewal is due on 12 November.
- the costs of Zoom for Parish Council meetings should be allocated to the meeting room hire heading.
- The NHP Zoom licence is paid month by month basis and is to be allocated to the NHP budget.
- Provision under the Transport heading is to be moved to the Neighbourhood Plan heading (road signs).
- The costs of the streetlights in Mill Lane have been covered by the UKPN refund.
- that CCC had replied there was no budget to fund a bin at the London Road bus stop so as previously agreed Nick Gray had installed a bin there which will be emptied by the Handyman.
- AGREED to make a recommendation to the Parish Council at its next meeting that the missing dog bin be written off and the Parish Council writes to HDC to ask them to install a dog bin as the land had not yet been transferred to the Parish Council.
- S137 requests are to be considered in March.
- Website hosting costs are outstanding
- An audit of bins has been undertaken by Cllr Waters and marked on Parish On Line. There are 22 bins on Parish Council land plus the one outside the shop which are emptied by the Parish Council and HDC empty the other bins on the roadside and ones on its land.

- The trade waste bin has been moved to the Pavilion but the question whether the Parish Council has to pay remains outstanding. The Clerk has informed HDC that the Parish Council is not agreeable to paying.
- The cost of the snowdrops is to be transferred into the Community Chest budget..
- As previously agreed the Chairman is to write to the residents of Vicarage Fields seeking views on bollards. If they are not wanted, the Working Group recommends the budget should be transferred into reserves.
- Cllrs Jakes and Dew are looking at the Yes Development play area.
- The K&M Lighting Services contract had been renewed earlier this year for three years.
- Grass cutting was reviewed. Fergusons had last invoiced for grass cutting in July, which did not comply with the contract for invoicing.
- Tree works – given the recent contracts and additional works required it was anticipated this budget would be overspent.
- The heading for Mick George be changed to Groundworks.
- Any overspends should be covered from the Contingency budget at the year end.
- Cllr Flint is to undertake website training so she may assist with the website.
- **AGREED** to recommend to the Parish Council the following:
  - The over-spend on play equipment is to be covered from the contingency budget.
  - The budget for the new cemetery, drainage and community chest be carried forward to reserves if not spent at the end of the year.
  - If the height restriction barrier is not required it could be allocated instead towards the proposed allotments hedging.
  - The height restriction barrier budget is not required and the LHI bid for 20mph speed limit be covered from the budget instead.
  - The Daintree Green and Yes Development rents should be paid by Direct Debit now the new bank account has been established.
  - The LHI 2014/2015 reserves be earmarked instead towards the next LHI bid given the amount of time that had passed and that the Parish Council had not been invoiced for its contribution.

**5. To consider recommendations for draft budget for financial year ending 31 March 2021 including what provision if any should be made for the following projects**

At 8.41 pm the Clerk entered the waiting room while the salaries were discussed, and re-joined the meeting at 8.46 pm.

AGREED that Cllr Allen should update the draft budget as discussed based on the discussions and working group decisions:

- New Cemetery costs. The cemetery is running out of plots. The three offers of land are to be reconsidered and if the offers are exhausted it may be necessary to consider compulsory purchase of land. To include £5,000 in FY2021/22 budget rather than the £10000 in the current and previous years.
- To include another £500 for drainage.
- To make provision of £535.00 for 6 editions of the newsletter in colour as per the decision of the Council at a recent meeting.
- To include provision for CAPALC to meet the 3% increase announced.
- The meeting room budget be reduced due to Covid.
- Coronavirus regulations permit remote meetings to continue until May 21.

- The street light at The Cock is expected to be funded by K&M Lighting Services as they had mislaid the cover and were looking for it.

Cllr Elliott arrived at 8.58 pm.

- The Slipway/ Regatta Working Group had met. The heading is to be changed to Extended landing stage/river access. No provision has been included for the landing stage extension as no costed proposal had been received.
- Realignment of the hinges on the cemetery gate will be an agenda item for the next meeting (RW) so if progressed by the Parish Council funding would come out of the current year's budget not next year's.
- Vicarage Fields/Braggs Lane, Glebe Road hedge, brambles clearance is required if progressed by the Council this would be funded in the current financial year.
- Allotment rents are to be reviewed before October 2021 as 12 months notice has to be given to tenants
- The HDC lease and rent on Daintree Green and the Yes Development are to be checked and reviewed by the F&PWG.
- The verges and flower beds project remains outstanding and believed this has has been superseded as the Council is now looking at the verges as a whole and has planted snowdrops.
- Renaming of the Yes Development to Scotney's as per a previous proposal - The general consensus from the Parish Council is that this should be driven by the Yes Development rather than the Council.
- The Yes Development boundary fence problems could be covered by the Big Green Project such as by planting a hedge.
- The Clerk advised that an order signed by three members would be required to rescind the decision by the Council to enable the proposed hi-viz jackets and polo shirts in the current financial year.
- **AGREED** to recommend to the Council that the adjusted amounts for existing budget headings for FY21/22 over the current FY be approved:
- **AGREED** to recommend to the Council that the following new project budgets are included in FY2021/22
  - £1000 for transportation eg additional speed (MVAS) signs or other
  - S137 donations be increased to £2400 to include the already agreed £500 for the Volunteer Centre
  - £1000 NHP including NHP website
  - £500 litter bins to cover the 3 year programme already agreed
  - £500 to include the tree planting programme already agreed
  - A further £3000 for the Community Chest – small projects budget
  - £5000 seed funding towards an upgrade of the Daintree Green play area.
  - £2000 for replacement/repair of gates at Marsh Lane and Gore Tree Road
  - £5000 towards big green projects
  - £100 for defibrillator electricity

**6. To prepare a draft budget for financial year ending 31 March 2021**

**AGREED** to recommended that the draft budget as prepared be approved by the Parish Council.

**7. To make a recommendation on the precept required to balance the budget**

**RESOLVED** to advise the Council that the precept would have to be increased by 5% thus giving a precept of £12062.25 required to meet the Council's needs for FY21/22 if all the recommendations put forward by the F&PWG are approved by Full Council.

RESOLVED to recommend to the next meeting the transfer of all the funds in the Santander bank account, amounting to some £50,000, to the reserve account, having considered the Clerk's advice about the Financial Services Compensation Scheme.

**8. Closure of Meeting**

There being no further business, the meeting was closed at 10.24 pm.

DRAFT

# HEMINGFORD GREY PARISH COUNCIL BUDGET 2020/21

RJMA Notes FY21

## Income

	APPROVED budget FY2020/21	Actual YTD	Variance	DRAFT budget FY2021/22	DRAFT budget FY2022/23	DRAFT budget FY2023/24
<b>INCOME</b>		OCT 2020				
PRECEPT	114,345.00	114,345.00	0.00	120,062.25	126,065.36	132,368.63
MISC.		2,000.40	2,000.40	0.00	0.00	0.00
BANK INTEREST	65.00	46.67	-18.33	75.00	75.00	75.00
BURIAL/CEMETERY FEES	2,500.00	1,460.00	-1,040.00	2,500.00	1,500.00	1,000.00
ALLOTMENTS incl water	765.00	434.73	-330.27	765.00	765.00	765.00
RELEASE FROM GENERAL RESERVES						
<b>TOTAL</b>	<b>117,675.00</b>	<b>118,286.80</b>	<b>611.80</b>	<b>123,402.25</b>	<b>128,405.36</b>	<b>134,208.63</b>

Annual 5% rise

How much rent are we expecting?

## PAYMENTS

	APPROVED budget FY2019/20	Actual YTD	Variance	DRAFT budget FY2021/22	DRAFT budget FY2022/23	DRAFT budget FY2023/24
<b>Communications</b>						
Newsletter/publications/market stall & other	3,000.00	991.00	2,009.00	3,400.00	3,500.00	3,600.00
Website	1,500.00	0.00	1,500.00	1,000.00	1,000.00	1,000.00
<b>Total Advertising</b>	<b>4,500.00</b>	<b>991.00</b>	<b>3,509.00</b>	<b>4,400.00</b>	<b>4,500.00</b>	<b>4,600.00</b>
<b>General Admin</b>						
Insurance	1750.00	1,302.09	447.91	1,302.09	1,302.09	1,500.00
Affiliation Fees (CAPALC, FIT, ICO, LCPAS, SLCC)	1000.00	220.00	780.00	1,030.00	1,060.00	1,090.00
Audit Fees	800.00	330.00	470.00	800.00	800.00	800.00
Online banking	110.00	52.05	57.95	110.00	110.00	110.00
Post, tel, copying, stationery, mileage etc	2000.00	999.64	1,000.36	1,750.00	1,750.00	1,750.00
Election costs	0.00	0.00	0.00	0.00	1500.00	0.00
Meeting room hire	300.00	48.00	252.00	200.00	300.00	325.00
Training	800.00	20.00	500.00	700.00	1,000.00	700.00
Salaries Clerk&RFO& Handyman & associated costs	18000.00	11,419.42	6,580.58	19,500.00	20,050.00	20,600.00
Admin support	20800.00	13,851.84	6,948.16	22,500.00	24,000.00	24,000.00
<b>Total General Admin.</b>	<b>45,560.00</b>	<b>28,243.04</b>	<b>17,036.96</b>	<b>47,892.09</b>	<b>51,872.09</b>	<b>50,875.00</b>

6 colour editions @535 each (£3210), ad hoc printing, plus market stall?

Current spend £950 Increase by 3% year on year? CAPALC £644, DPA £35, SLCC £20, LCPAS £90 + Parish online £90, ICCM £90 Hunts Forum £25, Fields in Trust £65,

£6 p.m. + £38

Online banking will reduce postage.

Uplift in training budget following 2022 elections

## Village Projects

Transportation	0.00	100.00	-100.00	1,000.00	1,000.00	1,000.00
Replacement streetlights	1,500.00	2,617.00	-1,117.00	500.00	500.00	500.00
Section 137 Donations	4,650.00	2,441.00	2,209.00	4,800.00	4,900.00	5,000.00
The Hemingford Peace Memorial Field.	2,350.00	2,310.00	40.00	2,400.00	2,500.00	2,600.00
Neighbourhood Plan	1,000.00	863.48	136.52	1,000.00	0.00	0.00
New litter bins	500.00		500.00	500.00	500.00	500.00
Tree planting programme	500.00		500.00	500.00	0.00	0.00
Community chest - small projects budget	5000.00		5,000.00	3,000.00	3,000.00	3,000.00
Vicarge fields bollards	1000.00		1,000.00	0.00	0.00	0.00
Height restriction barrier	1500.00		1,500.00	0.00	0.00	0.00
Minor Improvements Bid Project (LHI)	0.00		0.00	0.00	4,000.00	4,000.00
YES Play area	5000.00	0.00	5,000.00	3,000.00	0.00	0.00
Daintree Green Play area	0.00		0.00	3,000.00	3000.00	0.00
Landing stage extension	0.00		0.00	0.00	0.00	0.00
Purchase of 12 hi-vis jackets	0.00		0.00	0.00	0.00	0.00
Replacement/repair of gates at Marsh Lane and Gore Tree Road	0.00		0.00	2,000.00	0.00	0.00
Big Green projects	0.00		0.00	5,000.00	5000.00	5000.00
<b>Total Village Improvements</b>	<b>23,000.00</b>	<b>8,331.48</b>	<b>14,668.52</b>	<b>26,700.00</b>	<b>24,400.00</b>	<b>21,600.00</b>

Additional speed sign(s)?+ other  
Overspend to be covered bu UKPN refund  
The limit for 2019/2020 was £8.12 (£8.31?). Hunts Volunteer Centre £500 until 2021, Hub? Regatta? £2240 in 2019. Increase at 3% p.a.

Seed fund - including NP website  
Bin Audit  
3 year programme agreed at Oct19 mtg

Use this years budget for allotments fence/hedge.To cover litter picks, bird boxes, bat boxes, small community projects, climate change, hedgehog signs etc

Not going to do. Use for current LHI bid (20 mph zone)

Use 14/15 reserve for 21/22 bid

Move 20/21 funds into reserves

No costed proposal

Purchase in 20/21

## Village Assets and maintenance

Allotments	500.00	164.42	335.58	750.00	500.00	500.00
Cemetery	1000.00	1,255.00	-255.00	1,500.00	1,500.00	1,500.00
New cemetery fund	10000.00			5,000.00	5,000.00	5,000.00
Drainage	1,000.00		1,000.00	500.00	500.00	500.00
Street Lights maintenance	1300.00	585.84	714.16	1,000.00	1,000.00	1,000.00
Streetlight Electricity	1924.31	908.36	1,015.95	2,250.00	2,250.00	2,500.00
Defibrillator electricity	0.00		0.00	100.00	100.00	100.00
Play equipment INC. ROSPA	2000.00	3,575.00	-1,575.00	2,500.00	2,500.00	2,500.00
Grasscutting and village maintenance	18000.00	12,070.00	5,930.00	18,000.00	18,000.00	18,000.00
Tree and Hedge work	3000.00	1,452.80	1,547.20	3,000.00	3,000.00	3,000.00
Daintree Green rent	75.00	112.50	-37.50	75.00	75.00	75.00
Yes development rent	75.00	0.00	75.00	75.00	75.00	75.00
Assets Maintenance	1500.00	1,249.58	250.42	1,500.00	1,500.00	1,500.00
Handyman equipment	500.00	13.98	486.02	500.00	500.00	500.00
Misc/other			0.00	0.00	0.00	0.00
<b>Total Village Assets and Maintenance</b>	<b>40,874.31</b>	<b>21,387.48</b>	<b>9,486.83</b>	<b>36,750.00</b>	<b>36,500.00</b>	<b>36,750.00</b>

To include hedge, grass, mares tail, skip

Annual memorial inspection £90, Skip, leaf removal  
Move 20/21 budget into reserves  
Move 20/21 budget into reserves  
£87.88 p.m. Inc speed sign

Next tree survey Apr23

BINS?

<b>Contingency @ 5%</b>	<b>5,700.00</b>	<b>0.00</b>	<b>5,700.00</b>	<b>5,783.00</b>	<b>6,360.00</b>	<b>6,090.00</b>
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<b>Totals</b>	<b>119634.31</b>	<b>58,953.00</b>	<b>60,681.31</b>	<b>121525.09</b>	<b>123632.09</b>	<b>119915.00</b>
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RESERVES / FUNDS	B/F	RECEIVED	SPENT	Balance c/f
Cemetery	40,040.00			40,040.00
LHI Scheme 2014/2015 - Ped Crossing School	5,000.00			5,000.00
Drainage	2,500.00			2,500.00
Groundworks NHP Grant	5,180.00		5,180.00	0.00
General reserves	130,261.57			171,431.99
<b>Total</b>	<b>171,981.57</b>	<b>0.00</b>	<b>5180.00</b>	<b>218,971.99</b>

Add £10,000 to reserves (above)?

Take back into reserves

Add £1,000 to reserves (above)?

F&PWG to consider the reserves. PC agreed 1x

<b>Total Payments YTD</b>	<b>64,133.00</b>
<b>Total Receipts YTD</b>	<b>118,286.80</b>



## HEMINGFORD GREY PARISH COUNCIL Environment Log 27 Oct 2020

Ser No	Date	Issue	Comment	Response	Action	Status 27 Oct 2020	WHO!	Due Date
19	June 18	Dog poo bins on YES Estate	Location for these to be advised by Cllrs Puttick and Dew	Locations agreed by Cllrs Puttick & Waters	In Progress	Large round bin available. Dog bin missing	Clerk	ASAP
56	Sep 19	Replace Bin at Shop	Bin outside shop is rusted and needs replacing	Need to order replacement	Approved by PC	Installation ordered		<b>Completed</b>
77	Apr 20	Trees next to No 11 Vicarage Fields	Request from resident to reduce trees next to their fence	Pass to tree wardens for recommendations (and tree survey)	With tree wardens	<b>No action recommended</b>		<b>Completed</b>
81	May 20	Review maintenance of grass in parish	Current status in paper circulated. Response from HDC received. Useful info and examples	EWG to make proposal to PC for a study of possible ways forward	Will need to consider current situation; possible changes; costs and implications.	<b>Awaits review of current contract. Sub group convened</b>	<b>CB, AM, JF</b>	<b>Ongoing</b>
84	Jul 20	Noticeboard for allotments	Suggestion for open noticeboard for PC and allotment holders two way communications from SJ.		Board and installation ordered	<b>Imminent</b>	<b>Clerk</b>	<b>Nov</b>
87	Jul 20	Fences on YES Estate	Clerk has raised issues about state of fencing and use of barbed wire		Need to decide whether fences can be repaired or need to be replaced	Letter received ref responsibilities	Clerk	<b>Deferred</b>
88	Jun 20	Resident request for public slipway	Has resolved to be a new or extended landing stage after contact with resident.	Needs 'concrete' (!) proposal.	Interested parties, inc Regatta committee contacted and invited to produce costed plan	<b>Awaiting regatta committee input</b>	<b>Residents &amp; at least one councillor</b>	<b>Deferred</b>
89	Jul 20	Green policy for the Parish	Proposed Green working group to draft a parish policy for managing parish owned land and for engaging with residents and landowners on wider environmental issues.	EWG proposes a sub group	Set up sub group with immediate remit to draft a ToR	<b>Ongoing</b>	<b>Green Group, RM, CB, SJ, PQ</b>	<b>Dec ?</b>
92	Aug 20	Encroachment on Daintree Green	Resident has new fence, with gate onto field and vegetables planted	Notify Clerk for exact legal position	<b>Clerk writing to HDC and residents</b>	<b>Agreed gated access in principle but agreed with resident that he will 'reinstate' area cultivated.</b>	<b>Clerk</b>	<b>Nov</b>
94	Sep 20	Overgrown hedges around Mitchell Close play area	Hedges and trees need trimming on two sides. Walnut tree needs raised crown?	Ask tree wardens for opinion	Await wardens report	<b>In hand under maintenance contract and/or tree contract</b>	<b>Clerk</b>	<b>Nov</b>
95	Oct 20	Cemetery Gates	Both cemetery gates need adjustment and/or repair	Get quotations for work required	<b>Pass to cemetery group</b>	<b>deferred</b>	<b>Cemetery group</b>	<b>Passed on</b>

Ser No	Date	Issue	Comment	Response	Action	Status 27 Oct 2020	WHO!	Due Date
96	Oct 20	Overhanging trees and hedges	There are many footways obstructed by overgrowing trees and hedges	Prepare template letter to residents	Clerk advises caution based on previous bad experience	Agreed that all instances to be reported to CCC	All residents & councillors	Ongoing
97	Oct 20	Himalayan Balsam invasive species	Resident has reported Himalayan Balsam near drain running south from the end of the Thorpe	Notify land owner /HDC/EA as required	No action	Clerk advises that it is landowner responsibility		Closed
98	Oct 20	Leaves in cemetery	Residents' annual complaint about floating leaves from plain tree in cemetery	Confirm arrangements for Terry and/or contractors to deal	Handyman to deal	Awaits leaf fall!	Clerk/Handyman	Nov/Dec
99	Oct 20	Dogs on Daintree	Residents letter (sent to all EWG members)	Suggest letter to dog owners with ideas TBA	SJ has spoken with football club and pitch may be moved away from edge of green	Await FC action	SJ, Clerk	Nov?
100	Oct 20	Pennywort in river	A volunteer group is clearing pennywort from our stretch of river and liaising with riparian owners and HAPC	No action required from PC at this time	n/a	Volunteers led by Cllr Jackson (TJ) but outwith PC insurance etc.	Volunteers	Ongoing
101	Oct 20	Effects of gravel pit re-opening	Land Logical have started work on infrastructure and have kept us informed. LAA also publicising effect on lakeside path.	Keep in touch	Note that CB is advising LL on nightingale breeding situation	Actual extraction not planned until spring 2021	CB monitoring	Ongoing
102	Nov 20	Tree planting	Scheduled for Nov	Set up but now deferred due to lock down			Tree Group	Deferred
103	Oct 20	Orchard and hedge planting near allotments	To be arranged			Awaits decision on quotes for work	Tree group	Ongoing
104	Oct 20	Orphan boat on riverside	Small motor boat has been tied up on riverside for several days. Overstaying its welcome!	Cllr Jackson to investigate ownership if possible	Find owner and/or contact EA. Clerk to advise?	Owner still unknown	Cllr Jackson/Clerk	asap

No proposals for November meeting.

Road and traffic log 28 October 2020 (in the absence of a formal group this is submitted by Cllr Waters)

Ser No	Date	Issue	Comment	Response	Action	Status 7 Sep 2020	WHO!	Due Date
1	Dec 19	Broken manhole cover outside No 9 St Ives Road	Finally accepted as CCC responsibility	Keep chasing Highways	Still Nothing yet	New Highways officer has in progress but needs chasing?	Clerk	asap
2	Jan 20	Damaged footpath next to village sign	This has been damaged for some time but is now dangerous for walkers and pram pushers on dangerous bend.	Reported to CCC on-line	Await CCC response	Phone call from new Highways officer – ongoing programme for footways delayed.	CCC	ASAP
3	Sep 20	Damaged 'gate' on Gore Tree Rd	Almost certainly damaged by verge cutting last week	Notify CCC but we know that they are declining to maintain village gateways.	Get quote for repair/replacement	PC to decide (gate on Marsh Lane also only temporarily repaired)		Oct
4	Oct 20	Severe potholes in Meadow Lane	Reported to CCC web site and positive response received	CCC accepted responsibility (it is adopted!)	Chase CCC as and when	Awaits CCC	Clerk?	asap

Environment group was split on whether to repair/replace gates with similar or to change to bushes/signs. These are standard safety features on approach to similar villages throughout the county (and elsewhere).

3 Proposal that the gates (in both Marsh Lane and GoreTree Rd) be replaced with like for like structures, but perhaps with more long lasting recycled plastic versions. Clerk to obtain quotes.