

## **Minutes of the Meeting of Harlton Parish Council held on Tuesday 21 January 2014 in the Village Hall, Harlton**

### **Present:**

Kim Quince (Clerk)

Councillor: Peter di Mambro (Chairman)

Councillor: Ben Banks

Councillor: Richard Benson

Councillor: Margaret Robinson

Councillor: Anthony Titley

In attendance: Councillor Sebastian Kindersley. Daniella Kinsella was present at the start of the meeting to give a progress report on the design of the new website.

### **1. Apologies for absences**

Apologies received from Cllr Page who was unable to attend because of prior commitments

### **2. To receive Members' declaration of interest and dispensations**

None received

### **3. Public Participation – There will be a period of 10 Minutes, with the Chairman's consent, for members of the Public to speak on matters that concern the Parish**

No members of the public were present

### **4. To approve and sign the minutes of the Parish Council meeting held on 26 November 2013**

The minutes were duly approved and signed as correct by Chairman

### **5. To receive reports on business actions from the previous meeting:**

**5.1 Clarification of insurance policy endorsements with respect to playground inspections and the general contents cover.** The playground inspections should be carried out on regular intervals by a person who is considered to be 'responsible and reliable' to report such matters. It was agreed that the playground inspection would be an agenda item at each council meeting. Members would inspect the equipment before the meeting and report accordingly. The general contents insurance for the village hall is included in the current policy cover.

**ACTION:** Clerk to send a letter to Game & Company outlining procedure, for approval by the underwriters; It was agreed to review the village Asset Register and forward to the insurance company before the next premium renewal.

### **5.2 Review of Notices in Children's Playground – Approval of draft wording for the new notice.**

Wording for the playground notice board approved.

**ACTION:** Chairman will seek a quote from Filcris Ltd, Bourne.

### **6. To receive report from County Councillor Sebastian Kindersley**

Monthly Cllr notes for January circulated. Cllr Kindersley reported on the recent CEMEX liaison meeting held in Barrington. The developers plan to submit an application in May for 250 houses; there are no plans for any amenities included in the proposals which would make it effectively a dormitory

development. The new Police Panel will be Cambourne based. There will be a 1.9% increase in Council Tax and CCC saving cuts to services including grant reductions over the next 5 years.

**7. Planning:- 6 Haslingfield Road, Rear Extension, dormer windows and cladded front – planning permission granted by SCDC Noted**

**8. Finance:-**

**8.1 To provide current Bank reconciliation for Community and Business accounts**

**Community: £4,030.08**

**Business: £9,457.31**

**8.2 To approve invoice / schedule of payments: -**

Cllr Titley, £20.70 travel expenses to attend training course; payment approved  
CAPALC, £25 Councillor training HMRC, £9.20 PAYE payments; payment approved  
Peter di Mambro, £62.86, 1&1 website for PC; payment approved

**9. Section 106 contributions/ Resolution for Cllr P di Mambro and Cllr A Titley to sign the Parish Indemnity agreement form**

Cllr Titley and Cllr di Mambro signed and dated the Parish Indemnity agreement form (Section 106) for payment of Public Open Space and Community Facilities contributions in respect of the development at 10 Haslingfield Road, Harlton. To justify future contributions with developers, the district council is compiling a database of open space and community projects within each village. The PC should inform them where the monies will be spent, or allocated, in both the short term and long term.

**ACTION:** All members to bring suitable project considerations for discussion at the next meeting.

**10. Replacement Goal posts for the Glebe – hold over pending decisions on allocation of Section 106 monies ( re item 9)**

**11. To consider defibrillator for the village**

The consensus was that the cost for installing and servicing a defibrillator against the possible risks/or needs would not be sensible use of parish monies.

**12. January Newsletter - draft discussed.**

**ACTION:** Clerk to circulate by email for final approval/ edits

**13. Meeting dates 2014**

Dates for the annual parish (village) meeting and the Annual Parish Council meeting were agreed.

**ACTION:** Clerk to circulate calendar

**14. Reports and consideration for ongoing business**

**14.1 Report from Village Hall Trustees: quotation for replacement skylights in the village hall.**

Two estimates were received to carry out works. The PC agreed to accept the Offord & Camp estimate of £2 155.00 (exclusive of VAT), subject to warranty confirmation and details for Employer's

and Public liabilities. Cllr Benson reported that the trustees are prepared to raise funds to pay part of the costs.

**14.2 Parking improvements on the Glebe** in hand and will be carried out in due course (as reported at the last meeting )

**14.3 South Cambridgeshire Local Plan** – awaiting outcome of the consultation.

**14.4 Management of Clunch Pit; Greenwillows annual tree inspection**

Inspection had been carried out.

**ACTION:** Cllr Titley to review the report for risks and circulate for discussion at the next meeting.

**14.5 Health & Safety- Village Risk assessments/ Emergency Plan** – in progress; risk assessments populated with control measures.

**14.6 Speed reduction measures in the village.**

An application to reduce the speed limit (from 60 to 50 mph) on the A603 has been submitted by Eversden/ Harlton PC's. Both PC's have applied for Local Highways Improvement funding.

**14.7 Website update on progress with the new layout.** Two initial designs were presented including discussions about the CMS system; designs were approved to date. Danielle will proceed with the build and investigate with the ISP changing the domain name to 'Harlton' or 'Harlton Village'; it may be advisable to switch to another hosting package, which can be decided at a later date

**14.8 Roads, verges and potholes** no matters to report

**14.9 Superfast broadband-** ongoing

**14.10 Changes to bus services in the village – Cambridgeshire Future Transport (CFT) CEMEX** Susan Schofield and Cllr Robinson will attend the next working group meeting in March.

**14.11 CEMEX redevelopment of former Barrington Cement works –**

The minerals permit for mineral extraction on the site has been withdrawn by CCC – see also County Cllr report (item 6) above

**14.12 Jubilee bench** - hold over

**15. Incidents and observations and reports relating to the village – Fractured seat on large swing in the children's playground.** The swing seats need replacing; Cllr Ben Banks to investigate replacement costs.

**16. To discuss and consider correspondence:**

**SCDC - CRT – Meeting notes circulated**

**SCDC – Section 106 contributions/ Parish Indemnity agreement** – see item 9 above

**17. Matters for consideration at the next meeting** SCDC – Local implementation of Controlled Waste Regulations 2012 – notification of charges for waste collections from non-domestic premises.

**18. To approve date and time of next meeting** – 18<sup>th</sup> February 2014

Meeting Closed 9.45 PM

Signed.....Dated

Chairman Harlton Parish Council