

## **Minutes of the Meeting of Harlton Parish Council held on Tuesday 25 March 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: District and County Councillors Robin Page and Sebastian Kindersley

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

None

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

None received

### **3. Public Participation – Presentation from a CEMEX representative about the proposed developments at the former Barrington quarry site before the start of the meeting. There will be an opportunity for questions.**

The meeting was attended by members of the public and various questions about the sustainability of the site were raised, including concern for exposure from pollution from the previous activities. Concern was expressed that the application for 200/250 houses could become in time the 3250 houses which had been deemed unsustainable in the original application. It was felt the development did not comply with the SCDC local plan.

### **4. To approve and sign the minutes of the Parish Council meeting held on 18 February 2014**

The minutes were duly approved and signed as correct by Chairman

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

**5.1 Playground notices** - The new notices have arrived and will be fixed in place by Cllr Ben Banks

**5.2 Report on safety work on the trees in the Clunch Pit.** Cambridgeshire County Council Rights of Way officer and the farm manager of the adjacent field had been notified of the intended works; the safety works to fell the tree and an over- hanging branch has been carried out. Awaiting invoice.

#### **5.3 Report from SCDC regarding possible Public Open Space and Community Facilities projects.**

The clerk reported that SCDC has confirmed parking improvements on the Glebe (if the car park is ancillary to either a play area or recreation ground) and Clunch pit maintenance are both suitable projects for open space monies. Replacement windows in the village hall are also an acceptable use of indoor community facility monies.

**ACTION:** Members to forward project proposals for the clerk to put on the agenda so these can be considered and agreed, and minuted accordingly.

#### **5.4 Report from Cambridgeshire Future transport meeting on 4<sup>th</sup> March – re bus services**

Cllr Margaret Robinson and Susan Schofield attended the meeting. The meeting was well attended. Various options were discussed to replace the 75 services, from September at the earliest. The ideas

from the meeting would be collated and presented for discussion at the next meeting in May/ June

**6. To receive report from County and District Councillors**

There will be a Public Consultation on older peoples care and adult community services; temporary changes with the management of street lighting; the resignation of the current leader CCC.  
Awaiting next steps for the Local Plan from SCDC

**7. Report on monthly inspection of children's playground.** Thanks to Cllr B Banks for installing new seats to the swings. The monthly inspection by the PC was satisfactory. It was noted that the play surface needs a sweep. The annual RoSPA inspection will take place in April.

**ACTION:** Cllr Richard Benson will arrange for the playground to be swept

**8. Finance:-**

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

**Community:** £5,179.92

**Business:** £9,457.31

**8.2 To approve the following invoices and order of payments: -**

£102.00 Cambridge Glass & Glazing; repair of village hall window – payment approved retrospectively

£105.00 Wicksteed Leisure Ltd; replacement seats for swing in playground – expenditure already agreed, payment approved

£51.68 CCC, Energy charges for Harlton Parish Street Lighting – Coach Drive – expenditure already agreed, payment approved

£36.00 Filcris Ltd- sign for children's playground – expenditure already agreed, payment approved

**9. To consider grant to Parochial Church Council relating to the grass cutting on the glebe**

It was agreed to give a grant of £250 to the Parochial Church Council (PCC) towards the Glebe grass cutting maintenance.

**10. Maintenance of the village hall building – repair / replacements of stone lintels**

It was agreed to seek costs for repair of the damaged lintel and further advice about the integrity and general condition of all the stone lintels in the hall.

**11. Reports and consideration for ongoing business:-**

**11.1 Report from Village Hall Trustees report: replacement roof windows in the village hall.** The minutes of the trustee meeting on 25 Feb were circulated. Waiting for works to replace the roof windows to commence; the village hall trustees have agreed to pay 50% of the costs. Chairman reported Offord & Camp had confirmed the relevant business employer insurance and Public Liability was in place.

**ACTION:** Chairman to find out when the work will be carried out will also follow up about the about the guarantee and warranty.

**11.2 Parking improvements on the Glebe – ongoing.**

**ACTION:** Cllr Ben Banks to investigate costs for a 'light' meshing option to aid parking on the grass

**11.3 South Cambridgeshire Local Plan – awaiting next steps from SCDC**

**11.4 Management of Clunch Pit; report on safety work undertaken.**

(see item 5.2 above). It was agreed to call for volunteers for a 'working party' to remove Ivy from the trees.

**11.5 Health & Safety- Village Risk assessments/ Emergency Plan-** in progress

**11.6 Speed reduction measures in the village – Local Highway Improvement funding 2014**

Cambridgeshire County Council has granted 90% of costs for the cost of 50 mph limit on the A603

**11.7 Website update – To approve website content; change of Internet Provider (ISP) and change of domain name in preparation for completion of the project and launch of the news website at the annual village meeting.** It was agreed to launch the website at the village meeting in April. The link showing the new website had been circulated. Danielle Kinsella had asked members for feedback/ suggestions on the design, navigation of the website before the launch. It was agreed for a domain name change to: harltonvillage.org.uk and for DK Marketing to provide the hosting via Heart internet at the cost of £89.99 plus vat. The PC will be invoiced annually.

**ACTION:** The clerk asked for members to review the current content for edits and updates. The Clerk will send the PC content for DK to upload. Cllr Benson and the clerk will liaise with DK to arrange training from her to manage the content updates going forward.

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

**11.9 Superfast broadband-** ongoing

**11.10 Changes to bus services in the village – Cambridgeshire Future Transport (CFT) –** ongoing.

See item 5.4 above

**11.11 CEMEX redevelopment of former Barrington Cement works –** CEMEX gave a presentation before the start of the meeting; see item 3 above. They intend to submit a planning application in June for 200- 250 houses.

**11.12 Jubilee bench –to consider suggestions from a village resident for alternative placement**

The clerk had circulated the options to members. Following consideration, it was agreed that the suggestions were unsuitable because: there was a bench on the site already, it was not on PC land or outside the village envelope. It was agreed that the Glebe was the best area for the bench.

**ACTION:** Chairman to draft a response and circulate to everyone for comments before sending a response.

**11.13 Replacement Goal posts for the Glebe –** carry over.

**11.14 Public Open Space and Community Facilities; consideration of projects for the village**

See item 3 above

**12. Arrangements and hospitality for the village meeting in April**

It was agreed to provide refreshments at the meeting (wine, nibbles and soft drinks).

**ACTION:** Cllr Margaret Robinson will organise and purchase the refreshments for the meeting.

**13. Incident reports and observations relating to the village**

Broken window pane in the village hall reported to the clerk. This had now been repaired.

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

CAPLAC – NALC briefings; Financial and HMRC Electronic payments and Accounting for Council Tax Support Grants – circulated and noted.

SCDC - Democratic Services; notification of Parish records on SCDC website- circulated and noted

PKF Littlejohn – Notice of the annual audit for year ending 31 March 2014 - noted

HMRC – PAYE notice, and Employer Payment booklet – circulated and noted.

SCDC – Parish Liaison meeting 27 March 2014 – Cllr Benson advised he would not be able to attend.

**15. Matters for consideration at the next meeting** – Annual Parish Council meeting business – including review of standing orders and financial regulations and internal financial controls.

**16. To approve date and time of next meeting** – Annual village meeting 25<sup>th</sup> April, Annual PC meeting 27<sup>th</sup> May 2014

Meeting Closed 10.15 PM

Signed.....Dated

Chairman Harlton Parish Council