

Minutes of the Meeting of Harlton Parish Council held on Tuesday 23 June 2015 starting at 7.30 pm in the Village Hall, Harlton

Present:

Councillor: Ben Banks (Chairman)
Councillor: Anthony Titley (Vice-Chairman)
Councillor: Peter di Mambro
Councillor: Richard Benson
Councillor: Chris Coleridge
Kim Quince (Clerk)

In attendance: County Councillor Sebastian Kindersley. A member of the public was present

1. Apologies for absences

Apologies received from Robin Page. Cllr Coleridge arrived after the start of the meeting

2. To receive Members' declaration of interest and dispensations – none were received

3. Public Participation – there was one member of the public present during the meeting

4. To approve and sign the minutes of the Annual Parish Council meeting held on 5 May 2015

The minutes were duly accepted as a true record of the meeting and signed as correct by the chairman

5. To receive reports and report on business actions from the previous meeting to include:

5.1 Restoration of the Water pump/ Eversden Road

Cllr Banks is still looking for a top finial for the pump. He will report to the PC once a suitable template has been found with quotations obtained for sandblasting /painting

5.2 Balfour Beatty (BB) Street Lighting outstanding issues

Noted that there are still a few snagging works/ clearance of barriers, despite numerous complaints. Anthony Titley is still waiting for a response from Highways CCC, re his correspondence regarding concern with possible broken drains during BB excavations.

5.3 Report on Village Website

The village website domain ownership 'harltonvillage' is now registered with Harlton Parish Council. The council agreed and approved rates for ongoing management support of the website by Danielle Kinsella (DK Marketing), as outlined in her email dated 17 May 2015 (£25 per hour/ £12.50), or the optional support fee of £50, if advised the work likely to require longer than 2 hours. **Action:** Clerk to liaise with DK to get the Clunch pit content up on the website.

5.4 Quotations for Village hall boiler replacement

The council has received two estimates for the boiler replacements. Alan Douglas and MJ Potts

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As the third estimate requested was not forthcoming, it was agreed to accept the lower from M J Potts Heating & Plumbing Services for £2,179 plus vat (subject to the price still holding and a reasonable start date for the works). The company had come on recommendation and presented competently at a site visit, providing a comprehensive breakdown of works and items included. The council trusts this will have the support of the village hall trustees.

Action: Clerk to advise Roger Mortimer of the decision. And contact M J Potts to find out whether the quotation price stills holds and the earliest start date

6. Report from Police Panel, Haslingfield Village Hall, 17 June 2015

Cllr Coleridge attended the public meeting for the Cambourne area. Problems with the 101 service will be resolved soon. Parish councils are entitled to address parking violations in the village by placing notices on cars or they can liaise with police, however they may be a charge as there are limited resources.

There was a reminder about Operation Oaklands – the crime prevention initiative, with a focus on protecting residents' property from burglary – visit to Harlton 13 July – 2 August **ACTION:** Clerk to place notification on the Parish notice board, website and circulate via John Hooper's email alerts.

7. Review of the RoSPA Playground report April 2015 and monthly playground inspection

It was noted that all was fine with the playground. The annual RoSPA safety inspection 2015 had been carried out with the present overall risk rating for the play space low.

8. Finance:-

8.1 To approve invoices and order of payments: -

£78 – RoSPA PlaySafety Ltd - payment approved

8.2 Internal Auditors report for year ending 31 March 2015

Jenny Reavell, the PC's internal auditor had completed her review of the Council records and accounts for the year ended 31 March 2015. A report was given to the present and outgoing Chair that concluded 'proper and adequate practices are in place to ensure that the ongoing and annual reporting satisfactorily reflects a true and fair view of the financial activities and position of the Parish Council' for the year end.

9. Publication of Local Government Transparency Code 2014

Document circulated and discussed at the meeting by members. The Local Audit and Accountability Act 2014 sets out a new audit framework for local public authorities which are currently covered by the Audit Commission. Smaller parish councils with a turnover not exceeding £25,000 will be exempt from routine external audit. In place of routine audit, is the new transparency requirements as laid out in the code; It was noted that most of the information is already in place; the method of publication for the data and information specified in the code must be published on a website which is publicly accessible free of charge. The proposed timescale for this is July 2015.

Action: Clerk to review the list of information which should be published annually as laid out in the code and ensure this is made available from the website at the latest by the end of the year.

10. Reports and consideration for ongoing business:-

10.1 Report from the Village Hall Trustees

Cllr Benson reported that the trustees were willing to contribute towards half of the cost of the boiler replacement. They have asked whether the quotation includes a 7 day timer programme. They have suggested having sliding doors to the store room; the council felt these would not be as robust. The external door needed attention (either replacing or repair). **Action:** Cllr Benson would investigate options with Mead Joinery of Fowlmere

10.2 Parking improvements on the Glebe

It was noted that there had been many positive comment from residents and visitors for the parking improvements. Phase 2 will commence once the digger/ man time is available from the Cllr Bank's team of volunteers.

10.3 South Cambridgeshire Local Plan

Noted that there would now be a long delay in finalising the final document following the Inspection's letter and suspension of the Local Plan Examination.

10.4 Management of the Clunch Pit

The annual safety inspection had been carried out and the recommendation report would follow in due course.

10.5 Health & Safety – Village Risk assessments /Emergency Plan – ongoing. Clerk to forward copy of village hall trustee risk assessments to Anthony Titley

10.6 Changes to bus services in the village – Cambridgeshire Future Transport (CFT)

Noted that the new timetable had been published – see item 11. The clerk had not been notified and will follow up with CCC/CFT for details

10.7 CEMEX – redevelopment of former Barrington Cement works

Noted that the application for 220 houses on the former cement factory was passed by SCDC planning committee, by 6 votes to 5. The decision notice from SCDC is yet to be received. Peter di Mambro will attend the next CEMEX liaison meeting in July

11. To receive report from Cambridgeshire County and District Councillors

Cllr Page provided a written email report expressing his disappointment in the approval of the CEMEX application at Barrington for 220 houses, which in his view would have 'consequences for all the surrounding villages' – with the possibility of increased traffic through Harlton.

Cllr Kindersley explained that he had a prejudicial interest in the CEMEX development by 'virtue of his long campaign against the application' and therefore not able to vote at the Planning meeting. He expressed the view that the suspension of the Local Plan may require further public consultation. The Local Government Boundary – Electoral review proposal would mean a change for Harlton parish to the Shelford division. The council were asked to respond to the Flood Risk Management consultation. There is also a Post -16 Home to School consultation – details available from the CCC website.

12. Incident reports and observations relating to the village

The Chairman thanked Cllr di Mambro for his contribution and efforts during his terms of office as Chairman. The council granted permission for West Anglian Orienteering Club to undertake an orienteering event at Harlton Clunch Pits on the evening of 8th July, and asked that the participants give consideration to road users and pedestrians when parking.

John Helmsing had advised the council he was seeking a quotation for a replacement Oak Tree from Will Garbitt for a 15/16 years old to replace the Millennium Oak Tree on the North East corner of the glebe grass, which has never thrived. It was noted that the pathway approach to Rod's Walk needs clearing. **Action:** Chairman to review to see what needs to be done.

13. To discuss and consider correspondence:

- **21/05/2015 SCDC, Local Plan Examination, Letter from Inspectors** – circulated. See item 10.3
- **12/05/2015 Local Government Boundary Commission for England – Electoral Review of Cambridgeshire Draft Recommendations**

Discussed with no initial comments. The clerk had placed the consultation notice on the village notice board was asked to circulate the links to view the documents to members.

- **03/06/2015 CCC, Consultation on the revision of Cambridgeshire's Strategy for Flood Risk Management** – noted.
Action: Cllr di Mambro to respond to the consultation. Cllr Benson to send documents received from Alison Littlefair, about past drainage problems in the village, to Peter di Mambro.
- **3/06/2015 SCDC, June Planning Policy updates** – circulated.
- **11/06/2015 Cambridgeshire Police & Crime Commissioner Office – Connect Monthly Newsletter** – circulated.
- **12/06/2015 SCDC, Copy of approved planning decision, Wholeway, 114 Eversden Road**
Noted

14. Matters for consideration at the next meeting – usual business, to include web site and boiler replacement updates.

15. To approve date and time of next meeting

It was agreed to hold the current date of Tuesday 21 July 2014
N.B advance apologies from Anthony Titley; noted also that the Chairman may not be available either if harvesting needs to take precedence that week.

Signed.....Dated

Chairman Harlton Parish Council

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