

HARLTON PARISH COUNCIL

Minutes of the Meeting of Harlton Parish Council held on Tuesday 19 July 2016 starting at 7.30 pm in the Village Hall, Harlton

Present:

Councillor: Richard Benson (RB) – Vice-chair
 Councillor: Chris Coleridge (CC)
 Councillor: Garry Johnson (GJ)
 Clerk: Kim Quince

In attendance: County Councillor Sebastian Kindersley and District Councillor Doug Cattermole

**DRAFT MINUTES FOR APPROVAL AT THE NEXT PARISH COUNCIL MEETING
 – 20 September**

1.	Apologies for absences Apologies received from Karen Evans and Ben Banks. Ben was unable to attend because harvesting was underway. Richard Benson chaired the meeting in his absence. The start of the meeting was a delayed slightly because Chris Coleridge’s train from London was delayed.
2.	To receive Members’ declaration of interest and dispensations – none received.
3.	To approve and sign the minutes of the Annual meeting held on 21 June 2016 The minutes were approved and duly signed by the vice-chair as a correct record
4.	Public Participation Open forum for members of the Public to speak on matters that concern the Parish – no members of the public were present
5.	To receive Clerk’s report and updates on business actions from previous meetings The clerk had received communication from Eversden Clerk asking for a range of suitable dates to set up a meeting with councillors and the Highways team to see what can be done to improve the safety of the Wheatsheaf junction at the A603 with Eversden and Harlton. ACTION Clerk to liaise with Ben Banks. Initial enquiries for the costs of concrete table tennis tables range from £1500 up to £3,500 for reinforced steel and concrete plus vat / installation. The tables are not entirely vandal proof and will weather. It was agreed to hold over and consult the village at the village meeting next year.
6.	To receive reports from South Cambridgeshire District and Cambridge County Councillors. Reports circulated from both councillors. Sebastian Kindersley encouraged members to respond the proposed Cambridgeshire and Peterborough devolution consultation, both individually and as parish council
7.	Planning – report from meeting held on 4 July to consider the revised plans for Burnt Farm development, Harlton.S/2850/15/FL – amended site layout and highway details. Parish Council recommended no objections with comments; that the public right of way along Snakes Lane is retained with reference to the previous recommendation that the boundary line behind plot 6, facing School House, is replaced with 1.8m brick wall and for the removal of permitted development rights from plot 6 to ensure that the proposed dwelling remains single storey at the Northern end of the plot.

HARLTON PARISH COUNCIL

<p>8.</p>	<p>Finance – bank reconciliation, invoice and order of payments for approval.</p> <p>CPALC – revised affiliation fee 1 April 2016 – March 2017. £128.09 CPALC – Clerk and Councillor Catch Day – attendance fee £30 Both payments were approved. It was agreed to make a bank transfer payment to Jenny Reavell for the £300 due in settlement of audit fees 2014 – 16. ACTION Clerk to forward request and Jenny’s account details to Ben Banks.</p>
	<p>Amendment to standing orders to reflect retrospective payment authorisation of specific payments outside meetings to allow for timings of council meeting and supplier payment terms. It was noted that payment authorisation procedures are outlined in the financial regulations. In general payments cover budgeted expenditure or for work /services which has already been approved on quotation. Any expenditure authorised, or payments made, outside a meeting, for sums not previously agreed, should be subject to a limit of £500, and must include the signature of the Chair, and the invoice payment recorded in the council minutes. It was agreed to revise the internal financial controls to make reference to the banking arrangements and authorisation of payment procedures as well updating Standing Order 18, financial controls and procurement so it is clearer.</p>
<p>10.</p>	<p>Parish council monthly children’s playground inspection Richard Benson had inspected the playground – no matters to report</p>
<p>11.</p>	<p>Repair/ replacement of bench opposite the pub. The bench is beyond repair. It was agreed to purchase a bench similar to the one on the Glebe at the cost of approximately £500</p>
<p>12.</p>	<p>Greater Cambridge City Deal (GCCD), Bus hub and traffic congestion in Cambridge The City team are seeking the views of the parish on their proposals to tackle congestion in Cambridge, one of these being a suitable location for local bus hubs. Members were asked to consider options over the summer and should submit views by 10 October</p>
<p>13.</p>	<p>Reports and consideration for ongoing business including:</p> <p>Village Hall Trustee liaison – consideration of quotations for alternations/replacement of the front door for the village hall obtained by the Village Hall Trustees by delegation of the Parish Council. There have only been two quotations received which includes both the replacement door and alteration work to the front entrance of the hall. The clerk will circulate by email to all members for a closer review and to understand if the proposed works in the quotes are comparable before making a decision.</p> <p>Management of the Clunch pit – no matters to report.</p> <p>Community Right to bid for the Hare and Hounds, including a report from Public meeting held on 4 July. There was unanimous support to attempt to put forward a community bid for the Hare and Hounds. Confirmation has been received from SCDC that the intention to bid form has been received from the parish council and the full moratorium now operates (7 June until 7 December 2016). This will enable the community time to complete business feasibility planning and to raise sufficient capital. The community right to bid will be transferred to a community group once the group has been constituted. Richard reported that a steering group is in place and the pub owner will be consulted as a next step.</p> <p>Government Boundary Review – new electoral and ward arrangements</p>

HARLTON PARISH COUNCIL

	ACTION Richard Benson will send a letter advocating the preferred option to remain as a single member ward for Harlton and Haslingfield or for a two-member ward including Harlton, Haslingfield and Comberton. It was agreed that representation will be weaker if we have to share three District Councillors with several villages that are much larger than ours and have very different priorities.
14.	To consider any observations relating to the village No matters reported
15.	To consider and discuss correspondence received – circulated and noted. 01/07/2016 The Pension Regulator – Automatic enrolment pension scheme – start of declaration of compliance should begin by 1 October. ACTION Clerk to investigate what needs to be done. 07/07/2016 Came & Company – Change of Trading Style 07/07/2016 SCDC, Planning Policy Monthly update July 2016 08/07/2016 SCDC, Public consultation on a proposed Cambridgeshire and Peterborough Devolution deal – see item 6 11/07/2016 Greater City Cambridge City Deal, Tackling peak-time congestion in Cambridge – see item 12 12/07/2016 SCDC, Francis Burkett, Greater Cambridge City Deal (GCCD), Bus hub letter 12/07/2016 SCDC, Notice of receipt of written request to be treated as a bidder of a listed asset and start of Full Moratorium
16.	Matters for consideration at the next meeting – usual business and action reports. New Parish Councillor training
17.	To approve date and time of next meeting – Tuesday 20 September 2016

ChairmanDate