

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Parish Council held on Tuesday 25 September 2018 in the Village hall, Coach Drive at 7.30pm

Councillors Present: Chairman Cllr Ben Banks (BB), Vice Chair Cllr Chris Coleridge (CC), Cllr Garry Johnson (GJ), Cllr Isabel Robinson (IB), Cllr Richard Cottam (RC); Clerk Kim Quince.

In Attendance: District Councillor: Philip Allen

1. **Apologies for absences** None received.
2. **To receive Members' declaration of interest and dispensations**
BB declared a Non-disclosable pecuniary interest in Item 7. A dispensation was granted for him to be present at the meeting for this item without taking part in the voting/ decision.
3. **To approve and sign the minutes of the Parish Council meeting held on 19 July 2018**
The minutes were approved and duly signed as a correct record by the Chair.
4. **Public Participation** –no members of the public were present
5. **To receive report from Cambridgeshire County and District Councillors.**
District Councillors report had been circulated with a verbal update at the meeting. SCDC and Cambridge City Council have published their respective plans. There will be a £17million bid to Government to help deliver 149 new affordable homes. It has been agreed to allow public questions in meetings, submitted in writing 15 minutes before full council meetings start. Discussions continue on the Cambourne to Cambridge busway proposal. Transport Strategy - the Combined Authority and Great Cambridge Partnership are yet to agree alignment on the on the project, and are waiting on the Mayor and consultants to give the go-ahead on any proposed route.
6. **To receive Clerk's report and updates on business actions**
Speedwatch operating signs applications have been replaced with CCC's 'Privately Funded Highway Improvement' application form. This should include a map showing where you require the new signs to be installed and if possible a photo of each location. It was agreed to submit a request to assess the feasibility/ costs to erect signs on the 30 speed limit post, at the entrance of the village in Haslingfield Road, and on the 40 mph post, turning into the village from the A603, and to erect a new post/ Operating sign in Washpit Lane (before Fryers Cottage as shown on the Harlton map).
Action: BB, Clerk. BB to take photographs and forward to clerk for submission with the completed application form.
7. **Planning:- S/3367/18/FL Burnt Farm, High Street.** Proposed change of use of 3 barns to form residential units and 3 new build properties including demolition of existing barns and sheds and provision of new garages and associated parking. Ben Banks declared a non-pecuniary interest. Members granted a dispensation for him to remain present at the meeting. Cllr Chris Coleridge chaired the discussions/ parish recommendations.
The clerk reported there is currently a 'live' application approved in April 2018 for the site. It is understood that the new application relates to recent changes to SCDC affordable housing policy, which now applies to developments of 10 dwellings and above, in alignment with the National Planning framework. It was noted that there were no significant changes to the layout and design of the new plans. Parish Council agreed No recommendation, with the comment that previous concerns were taken in consideration – ie boundary line behind plot 1

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(previously plot 6) is replaced with 1.8m brick wall, and permitted development rights are removed to restrict the scope of the single storey design of the plot.

Action: Clerk to clarify what S106 agreements apply to the development.

S/1085/18/FL grain storage extension at Long Brook, Washpit Lane

It was agreed to write a letter to Edd Banks to seek his support for additional planting of trees on the site to displace any noise generated from activities on the site and to help enhance the Green belt landscape.

Action: Clerk to circulate draft to members before sending.

- 8. Finance:-** a bank reconciliation was presented. Funds in the Barclay's community account include receipt of the second precept instalment £4,250

The following order of payments were approved:-

£4,291.20 (inc vat) Offord & Camp

£1,724.40 (inc vat) Offord & Camp

£1,000 Haslingfield PC (approved contribution towards Connections youth club bus 2018)

£29.80 HMRC – Employee PAYE deduction

£259.60 K.Quince, salary

It was agreed the clerk will find out if HMRC can update her personal tax coding to reflect changes in salary 2019, if not she will reimburse the PC any tax applicable because changing the standing order at the bank would not be practicable.

There are still issues with putting the online banking in place. GR reported that he was unsuccessful in having his ID verification processed with Barclay's, despite having waited for over an hour to see someone. He was unable to make an appointments in the near future. BB agreed to speak with his account manager to see if he could move things along. The clerk asked if could look into whether he can make a telephone bank transfer to Jenny Reavell in settlement of 2016/ 2017 internal auditor fees £200 (already approved)

Action: BB, Clerk to photocopy a copy of the bank signatory mandate and circulate to GR, CC and return to BB.

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

Village Hall Trustee Liaison – IR had forwarded a copy of the June meeting minutes to the clerk and had attended the recent September meeting She reported that the trustees were looking at undertaking external building maintenance. Clarification was needed on the VHT contribution/ grant towards costs for the window and lobby repairs. The Chair asked Garry Robinson to speak with the Chair of the trustees to clarify responsibilities going forward. Clerk to look at the licence agreement/ minutes and advise GR and members accordingly.

Action: Clerk, GR

Management of the Clunch Pit – no matters to report

Monthly Children's playground inspection – BB had carried out an inspection and there were no matters to report. A volunteer had come forward to paint the playground fence in timber preservative (agreed to paint in Forest Green). GR would purchase the paint and submit an invoice for reimbursement.

Action: GR

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10. To consider correspondence received:-

- 23/08/2019 South Cambridgeshire District Council Parish Emergency Plan; Harlton
- 03/09/2019 Inspectors' Reports for South Cambridgeshire and Cambridge Local Plans
- 05/09/2018 CCC Joint Minerals Waste Plan Local Plan
- 11/09/2018 CALPAC – GDPR Membership scheme/ invoice
- 13/09/2018 CCC Highways Gritting Volunteer scheme – to carry over.
- 20/09/2018 CCC Planning application S/0204/16/CW, Barrington Quarry, Importation by rail and deposit of inert restoration material to restore former clay and chalk quarry – renewal of application as the work was not completed in the timescale given.

11. Incidents and observations relating to the village – none noted

12. Date and time of the next meeting and matters for consideration

Tuesday 30 October
Budget reports 2019/20, Connections bus grant 2019

Meeting finished at 9.30pm

Signed..... Date.....