

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Annual Parish Council held on Tuesday 21 May 2019 in the Village hall, Coach Drive at 7.30pm

Present: Chair	Ben Banks
Councillors	Chris Coleridge- Vice Chair, Richard Cottam, Garry Johnson, Isabel Robinson
Parish Clerk	Kim Quince
County Councillor	Lina Nieto
Members of the Public	1 present

1.	Election of the Chair of the Parish Council - resolved that Mr Ben Banks be elected. Proposed Chris Coleridge, seconded Isabel Robinson	
2.	Election of Vice-Chair of the Parish Council – resolved that Chris Coleridge be elected. Ben Banks proposed, seconded Richard Cottam.	
3.	Receipt of any updated Disclosable Pecuniary Interest Forms and Declarations of Interest from Councillors for any items pertaining to the agenda listed below Richard Cottam declared a Non-Statutory Disclosable interest in Item 12 (S/1223/19/VC variation of conditions 1 of planning permission), in that the Ash tree sits on the boundary line of his property.	
4.	Apologies for Absence – none received.	
5.	To approve and sign the minutes of the meeting held on 26 March 2019 as a correct record – resolved the minutes were approved and duly signed by the Chair.	
6.	Public Participation – with the Chairman’s consent, for members of the Public to speak on matters that concern the Parish The applicant of the proposed planning application S/1452/19/FL, 54 Eversden Road was present to contribute to the parish planning consultation (Item 12)	
7.	To ratify the appointment of Kim Quince as Clerk and Responsible Financial Officer - the appointment was ratified. Salary review for 2019 – no change required.	
8.	Review and ratification of the Parish Council Standing orders. Reviewed. No changes required.	
9.	Review and ratification of the Financial Regulations and effectiveness of the system of internal controls. Reviewed. No changes required.	
10.	To receive reports on business actions from previous meetings and feedback from the Annual Parish Meeting 30 April 2019 Key matters raised during the Open Forum session of the Village (Parish) meeting: renewing the 30mph wheelie bin stickers and interest in Mobile Vehicle Activated system, in support of speedwatch activities. Since the village meeting, Haslingfield Parish Council had kindly offered to loan their MVAS equipment for a few weeks. The Clerk was asked to check out costs for mounted brackets and approvals required to place on lampposts. There was also continued frustration voiced about the lack of interest to consider advantages /disadvantages for a cycle path project. The Parish Council were prepared	Clerk

HARLTON PARISH COUNCIL

	<p>to consider giving support to any individual or group wishing to explore options, however there is little interest by members or capacity to take on such a large scale cost prohibitive initiative. Noted the Greenway Partnership scheme includes a line for consideration of a cycle path for Harlton.</p> <p>Burnt Farm is not subject to S106 contributions as it falls below the threshold (above 10 dwellings) where contributions could be required. There was a change to policy following a Written Ministerial Statement (originally released on 28th November 2011) and a change to the emerging local plan.</p>	
11.	<p>Cambridgeshire County and District Councillor reports</p> <p>County Councillor Lina Nieto joined the meeting to provide a verbal update. She acknowledged and thanked members for the voluntary efforts and work undertaken by the Parish Council. The Greenways project team (cycle and footways) were still reviewing the consultation feedback: the outcome is expected December time. A question was asked whether there was any news on progress by the Highways team on the safety improvement recommendations for the Wheatsheaf junction. Cllr Neito advised discussions were ongoing. She is also waiting on a reply from the Police in respect of feedback regarding the data provided relating to Community Speedwatch activities</p>	
12.	<p>Planning: SCDC Parish Consultation:</p> <p>S/1223/19/VC, 26 Haslingfield Road, variation of conditions 1 of planning permission S/1292/18/RM – no recommendation</p> <p>S/1465/19/FL, Lordsbridge Farm, Cambridge Road, erection of replacement dwelling and garage – no recommendation</p> <p>S/1452/19/FL, 54 Eversden Road, one and a half storey, four bedroom dwelling on land to the west of 54 Eversden Road – no recommendation with comments: The Parish Council acknowledged an ongoing dialogue between the applicant and the neighbor (64 Eversden Road). The neighbor has concerns that the new dwelling will be sited close to the boundary and will over shadow the rear of the neighbouring property. The PC would support a recommendation to move the proposed development 1 metre further away from the boundary line (East of no 64)</p>	Clerk
13.	<p>Annual Governance and Accountability Return (AGAR) 2018/19 and internal audit – the council approved the Annual Governance and Accounting Statements 2018/19. The parish council <u>resolved</u> it meets the criteria to certify itself exempt from the appointed auditors review. The exemption Certificate was completed and will be published on the website together with the accounting statements by 1 July. A copy of the certificate will be sent to the appointed external auditor PKF Littlejohn LLP. The internal audit will be undertaken later this month with the report available for the next PC meeting. Dates for the publication of Exercise Public Rights of Accounts Year End March 2019 is 27 June to 9 August 2019.</p> <p>Resolution to approve order of invoice payments and bank transfers/standing order payments – the following payments were approved</p> <ul style="list-style-type: none"> • £519.20 Salaries • £180.81 CAPALC Affiliation membership fee • £76.00 SLCC Annual membership fee • £132.60 Playsafety Ltd, Annual RoSPA Inspection • £26.00 K. Quince for village meeting refreshments • £43.80 HMRC • £300 Little Owls grant (March) 	Clerk

HARLTON PARISH COUNCIL

	<ul style="list-style-type: none"> £2010.00 Community Heartbeat Trust, Defibrillator (inclusive vat and carriage) <p>Receipts: £1.00 – village hall rent, VHT (2019/20), £43.80 Clerks PAYE contributions, £50 Church & Village donation.</p>	
14.	<p>To consider the ROSPA Annual Inspection Report 2019 for the Playground</p> <p>Overall the playground is considered low risk. Remedial tasks will be undertaken to remove moss and weeds from the play surface.</p>	
15.	<p>Reports and discussion for ongoing items:-</p> <ul style="list-style-type: none"> Village Hall Trustee Liaison – Quotes are still being sought for external painting. The trustees will investigate a Salvation Army request to place a Clothes bin on site. It was noted that a drain pipe needs fixing Burnt Farm side of the village hall, damaged during demolition works on the adjacent land. Management of the Clunch pit – no matters to report Defibrillator for the village –the equipment has been ordered. Payment prior to delivery is required. Peter England has volunteered to be the Community coordinator and will facilitate and Awareness seminar and CPR training by Heartbeat Community Trust. Monthly children’s playground inspection (see item 14). Lon Spencer has offered to water pressure the play surface. 	
16.	<p>To consider correspondence received - noted</p> <p>2019/04/08 CCC Highways Survey</p> <p>2019/04/11 HPCC - Thank you letter and acknowledgement of £300 donation</p> <p>2019/04/11 CBRR (Cambbedrailroad.org) Information request to share response to East West Rail Consultation (the PC agreed to share the response)</p> <p>2019/04/18 Follow up notes from the Parish Councils and Cabinet Liaison meeting</p> <p>2019/05/02 Greater Cambridge Planning Policy Monthly Update</p> <p>2019/05/07 Local Highway CCC Withdrawal of Services for managing Street Lighting Energy for District and Parish Council Street Lights</p> <p>2019/05/14 Heidi Allen MP Newsletter</p> <p>2019/05/14 CCC Lina Nieto, Water Petition and Environmental motion</p> <p>2019/05/16 County Planning & Mineral Waste Team, Amended plans/consultation</p>	
17.	<p>Incidents and observations relating to the village</p> <p>Thanks to local transport campaigner Steve Edmondson (Haslingfield), who has now put in place new bus stop signs in Harlton. The PC were in agreement to make to make a small financial contribution towards material and printing costs. The clerk had been advised by the Environment team at SCDC that roads are swept every other month. It was noted that the roads had still not been swept. Chair asked the clerk to raise the matter with Cllr Allen to investigate.</p>	Clerk
18.	<p>Matters for consideration at the next meeting – Internal auditors report</p>	
19.	<p>To approve date & time of next meeting: Tuesday 25 June 2019</p>	

Meeting closed 9.25 pm

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