

HARLTON PARISH COUNCIL

**Minutes of the meeting of Harlton Parish Council held on Tuesday 10 September 2019 in the Village hall, Coach Drive at 7.30pm**

**Councillors Present:**

Cllr Ben Banks (BB) - Chair  
 Cllr Chris Coleridge (CC) – Vice Chair  
 Cllr Richard Cottam (RC)  
 Cllr Garry Johnson (GJ)  
 Cllr Isabel Robinson (IR)  
 Clerk: Kim Quince  
 Cllr Philip Allen and Cllr Lina Nieto were in attendance

<b>1.</b>	<b>Apologies for absences</b> Apologies from Cllr Isabel Robinson who arrived 10 minutes after the start of the meeting.	
<b>2.</b>	<b>To receive Members' declaration of interest and dispensations</b> None received.	
<b>3.</b>	<b>To approve and sign the minutes of the Parish Council meeting on 23 July 2019</b> The minutes were approved as a correct record and signed by acting Chair of the meeting Chris Coleridge.	
<b>4.</b>	<b>Public Participation</b> – two members of the public were present	
<b>5.</b>	<b>To receive Clerk's reports and updates on business actions of the previous meeting</b> Steve Edmonson from Haslingfield had taken down the existing bus timetable cabinet from the lamppost in front of the Hare and Hounds public house for repair but has now put this back up with a current No 75 bus timetable.	
<b>6.</b>	<b>Cambridgeshire County and District Councillor reports</b> Both Cllr Allen and Cllr Nieto were in attendance for part of the meeting. Cllr Philip Allen reported that the Greater Cambridge Partnership is launching a consultation on a newly proposed Foxton Travel Hub – the online consultation and further information on the project links will be placed on the village website. The Cambourne to Cambridge busway decision had been postponed until December. The Shared Planning Service of South Cambs District Council and Cambridge City Council is outsourcing the initial processing of smaller-scale household planning applications in order to reduce the response time that has grown due to staff shortages. Nieto advised that she had raised the parish council's concern about the condition of the footways with the relevant Highways officers. She has also requested officers make the A603 Eversden junction safety recommendations a priority.	
<b>7.</b>	<b>Finance:-</b> A bank reconciliation together with the current bank statements were presented. Total funds in the Business Current and Savings accounts are £15,145.64	

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<p><b>8.</b></p>	<p><b>Parish Council GDPR review – 2019</b></p> <p>Noted that the parish council should have a Privacy Policy Statement and Privacy Notice in place as a matter of urgency. The clerk is currently working on a draft for consideration.</p>	<p>KQ CC</p>
<p><b>9.</b></p>	<p><b>Parish Insurance review /renewal – 1 November 2019</b></p> <p>The renewal invitation from Came &amp; Co is anticipated early next month. It was agreed to seek an additional independent quotation and review the current level of insurance cover against risks in advance, to see if appropriate cover could be sourced outside the recommendations made by our broker. Chris Coleridge agreed to review the quotations once received.</p> <p>The clerk has advised Came &amp; Co that the defibrillator should be added to the property insured schedule and is seeking assurance that the policy covers the council in terms of any liability claim and for any breach under GDPR</p>	<p>Clerk, CC</p>
<p><b>10.</b></p>	<p><b>Reports for ongoing business and projects:-</b></p> <p><b>Village Hall Trustee Liaison</b> – no matters to report. The Village Hall Trustees had not met since the July meeting</p> <p><b>Management of the Clunch pit</b> - a motorbike had been seen causing significant anti-social disruption in the area</p> <p>Monthly children’s playground inspection - no concerns. The play surface (and fence) had been power washed by Ben Banks and Richard Benson with the moss and lichen removed as recommended. Lon Spencer had made a start on painting the fence.</p> <p><b>Village Defibrillator</b> – advised by Community Heartbeat that Paediatric electrodes are not usually needed in public access, and ambulance services generally do not recommend. Cardiac Arrest in children under 8 is very low and having Paediatric pads increases liability in terms of potential misuse.</p> <p>The parish council agreed to cover the service costs associated with the defibrillator ie replacement batteries, pads and costs following deployment as and when necessary. The estimated service costs over a 4 year period equate generally with the annual contract cost of £135 per year.</p>	
<p><b>11.</b></p>	<p><b>Update on Street Lighting Parish Energy – CCC handover to Parish Councils</b></p> <p>Most parishes seem to be trying to establish how many street lights they own or moving forward with obtaining energy quotes. There is no news on a local parish consortium to secure a better price deal.</p> <p>UK Power Networks have provided the MPAN number and interim Unmetered Certificate which will enable the council to seek energy quotes from a list of unmetered suppliers. UK Power Networks will issue the official Unmetered Certificate and complete the handover agreement once the energy supplier has been confirmed.</p>	<p>Clerk</p>
<p><b>12.</b></p>	<p><b>To consider correspondence received: circulated and noted.</b></p> <p>01/09/2019 Church &amp; Village AGM, Monday 16 September 2019. The clerk will attend.</p> <p>22/08/2019 Connections Bus, Summer Term Report and invite to AGM 14/10/2019</p> <p>The clerk was asked to enquire how many children from Harlton regularly attend the youth club sessions.</p>	

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	<p>20/08/2019 CCC - Street Lighting Parish Energy Handover and Attachment Policy reminder</p> <p>19/08/2019 Highways Services, Community Gritting Scheme Applications Winter 2019-20</p> <p>07/08/2019 Greater Cambridge – Planning Policy Update August</p> <p>06/08/2019 Reminder Local Transport Plan Consultation ends 27 September</p> <p>05/08/2019 CAPALC – Reminder for Councillor Contact details. Members agreed for communication to be sent via the parish council email channel.</p> <p>31/07/2019 SCDC Parish e-bulletin</p> <p>24/07/2019 Pension regulator workplace re-enrolment January 2020</p>	
13.	<p><b>Observations relating to the village and any matters for consideration at the next meeting</b></p> <p>Haslingfield &amp; Harlton Connections Bus Project - 2020 grant towards running costs</p>	
12.	<p><b>To approve date and time of next meeting: Tuesday 29 October</b></p>	

Meeting closed 8.50 pm

**Signed.....Date.....**