

Minutes of the meeting of Harlton Parish Council held on Tuesday 14 July 2020, at 7.30pm

(Virtual Zoom meeting)

Attendees: Parish Cllrs Ben Banks (Chair); Chris Coleridge (Vice-Chair); Richard Cottam; Garry Johnson; Isabel Robinson; District Councillor Philip Allen; County Councillor Lina Nieto; Parish Clerk - Kim Quince

MINUTES FOR APPROVAL AT NEXT PARISH COUNCIL MEETING

20-21/017 CHAIRMAN'S WELCOME

20-21/018 APOLOGIES FOR ABSENCE

None received

20-21/019 COUNCILLORS' DECLARATIONS OF INTEREST

To receive declarations of interest from Councillors pertaining to items on the agenda:

The Chairman declared a non-disclosable pecuniary interest in item 20-21/022, 20-21/025 and

20-21/025. Cllr Cottam and Clerk declared a non-disclosable pecuniary interest in item 20-21/022.

The council granted dispensations for participation in discussions relating to these matters.

20-21/020 PUBLIC PARTICIPATION See item 20-21/022

20-21/021 APPROVAL OF MINUTES

- a) It was agreed that the minutes of the Full Council Meeting held on 12 May 2020 be approved and signed as a correct record.
- b) Matters to report from previous minutes and clerk's report. To correct spelling of name to read: Alan Wombwell.

20-21/022 EAST WEST RAIL PROJECT – Bedford to Cambridge

Concerns relating to the preferred routed under consideration were presented by a resident. There are a number of environmental and habit surveys being carried out locally, which suggest the alignment that the railway may take, is in close proximity to Harlton and neighbouring villages. The impact of a significant engineering project will bring high speed passenger services and freight trains cutting through the local vicinity with zero benefit. Chairman has received an invitation for the parish to make representation at a local action group meeting, which will look more closely at alignment and possible mitigation at this stage of design development.

Lina Nieto advised that the East West Rail Chair and team will resume stakeholder engagement shortly. Alignment routes and options are still being deliberated. The team are listening to views and recommend that parishes should voice any concerns early before the next stage statutory consultations, planned for next year. She asked parish council to forward a copy of their submission response to the non-statutory public consultation (early 2019), to MP Anthony Brown, who is working with Officers to develop a more strategic approach towards transport in the area. The parish council had favoured the Northern option route via Northstowe. **ACTION: BB/IR.** Isabell to forward Harlton submission.

20-21/023 COUNTY COUNCILLOR REPORT – monthly written report had been circulated. Lina Nieto joined for part of the meeting (apologies were given as she had other meetings on the same evening) providing input to the East West Rail project discussions (see above)

20-21/024 DISTRICT COUNCILLOR REPORT

Philip Allen's monthly update had been circulated; He was present for the full meeting. Local community groups and can apply for grants up to £15,000 under the South Cambridgeshire District Council's Zero Carbon Communities grant scheme – criteria themes include cycling, community buildings and tree planting, and other 'nature-based solutions'.

20-21/025 PLANNING MATTERS

The parish council had received notification of the following planning applications. No recommendation/comments were agreed.

20/02528/S73 - variation of conditions, former Barrington cement works, Barrington

20/02397/FUL - Internal refurbishment of the existing ground floor toilet block, Hare & Hounds.

20/02396/ADV - Advertisement consent, Installation of 2 No. new external pub signage

The general consensus is to make no recommendation, unless the development has significant impact on the village or there are material considerations for which the council have been approached for support by residents. Parish Council agreed to place planning application notifications on the village website /notice board when received, together with the links to the Greater Cambridge planning portal. This provides opportunity for individuals to view the documentation / make comment. Hard copies are not currently being sent to parish councils.

Notice received S/1465/19/FL –erection of new dwelling Lordsbridge Farm: Permission granted SCDC

20-21/026 FINANCE

- a) Approval of Year End Accounts 2019/20 was postponed. An interim finance meeting will be held on Tuesday 21 July to approve the accounts, AGAR Governance and Accounting statements, and exemption certificate, in line with the external audit regulations. The quarterly budget expenditure review was also carried over to this meeting.

ACTION: ALL

- b) The internal audit 2019/20 has been completed satisfactorily. Jenny Reavell gave notice of her resignation. She is happy to carry out the audit for this reporting year 20/21. The Parish Council thanked Jenny for her work over the past 10 years. The clerk will make enquiries to gauge interest for the appointment of a new auditor. **ACTION: Clerk**
- c) The following payments were approved: Playsafety Ltd £82.20, Daniella Kinsella £174.00, K. Quince £29.80 (online payments), SSE Business Energy £74.82 (direct debit) and cheques for Alan Wombwell £1400 and £910

20-21/027 NEW PREMISES LICENCE FOR MANOR BARN, WASHPIT LANE

The council had received notification of new premises licence application for Manor Barn. It was noted minimal people had received notification and copies of the application. To ensure wider consultation the council agreed to publish details on village website and in Church and Village. Parishioners can make representation and express any concerns directly with the licensing team by 5 August. The council is aware of observations made to SCDC licencing team concerning the number of events the licence will support each week, the nature of live music to be played outdoors as well as clarity on the selling of alcohol for consumption off-site. **ACTION: Clerk**

20-21/028 REVIEW ROSPA INSPECTION REPORT FOR CHILDREN'S PLAYGROUND May 2020

The report was considered and findings and recommendations noted. Council will monitor all levels of risks. Ben Banks will tighten the loose bolt on the gate. Repairs to the brick wall at the entrance of Coach Drive leading to the playground, is in hand with Harlton PCC and the haulage company responsible for the damage. **ACTION: BB**

20-21/029 REPORTS FROM ONGOING BUSINESS ACTIVITIES

- a) **Village Hall Trustee Liaison** – the Village hall external decoration is now complete. A grant of £1155 (50% of overall costs) has been gratefully received from the trustees. The clerk will send a letter of thanks. It was noted that the trustees are taking the opportunity to tidy up the

internal decoration while the hall is closed. They are potentially looking at re-opening the hall in September. The clerk was in receipt of a copy of the village hall health & safety gas testing certification for 2020.

- b) **Management of Clunch Pit:** Garry Johnson presented three tree survey quotations received to risk assess the trees in the Clunchpit (woodland), the Glebe and the Cherry tree in the High Street. A recommendation to accept the lowest of the quotations from RGS Arboricultural Consultants at the cost of £575 + vat was agreed. This is phase 1 of works, the next stage is to appoint a contractor to undertake any remedial action identified. Garry will confirm acceptance and arrange mutually convenient time for the survey and let the unsuccessful know. The council has received concerns about cyclists riding through the wood. There are 'no cycling' signage at both entrances of the Clunchpit. The council felt little more could be done to discourage cyclists. The signage at the A603 drift side of the woodland, which is not easily seen, is not on parish council land. **ACTION: GR**

20-21/030 RISK MANAGEMENT AND INFORMATION & DATA PROTECTION POLICIES

Risk management and information and data policy review was held over until the meeting. The clerk will circulate draft documents for input at the end of August. **ACTION: ALL/Clerk**

20-21/031 TO CONSIDER CORRESPONDENCE RECEIVED

- 2020/07/08 SCDC new Premises Licence for The Manor Barn, Manor Farm, Washpit Lane, Harlton. See item 20-21/025
- 2020/07/02 Connections Bus July update. Noted that youth club bus activities were unlikely to resume in September. Other options proposed were babysitting training and providing a youth street worker. The council did not feel these schemes would work for Harlton. While members were open to be supportive to anything that Haslingfield Parish Council might wish to offer in terms in terms of awarding grants during this difficult period, they would like to see more details on what could realistically be achieved.
- 2020/06/30 Local Plan, Green infrastructure in Greater Cambridge Survey
- 2020/06/29 Greater Cambridge Planning Service – Parish Councillor Bulletin updates circulated.
- 2020/06/22 Temporary closure noted - High Street, Harlton 19/09 – for new network cable.

2021-032 INCIDENTS AND OBSERVATIONS RELATING TO THE VILLAGE

Reports of fly tipping and McDonalds waste on Haslingfield/Harlton road; shed break-ins in the village; and cyclists using the Clunch pit were noted.

20-21/033 MATTERS FOR CONSIDERATION AT THE NEXT MEETING

Risk management and information and data policies

Interim Finance meeting Tuesday 21 July to approve Year End Accounts 2019/20 and AGAR forms

Next full Parish Council meeting Tuesday 15th September

Meeting closed 10.00 pm

Signed

Chairman

Date