

**Minutes of the meeting of Harlton Parish Council held in the village hall on Tuesday 20 October 2020, starting at 8pm.**

**Attendees:** Chris Coleridge (Acting Chair): Richard Cottam; Isabel Robinson; Parish Clerk - Kim Quince

**Members: 5, Quorum: 3**

**20-21/055 CHAIRMAN'S WELCOME**

The meeting commenced at the later time of 8pm. Chris Coleridge was acting Chair.

**20-21/056 APOLOGIES FOR ABSENCE**

Received from Cllr Ben Banks, Cllr Johnson, District Councillor Ian Sollom, and County Councillor Lina Nieto.

**20-21/057 COUNCILLORS' DECLARATIONS OF INTEREST**

None received

**20-21/058 PUBLIC PARTICIPATION**

No members of the public were present

**20-21/59 APPROVAL OF MINUTES**

- a) Minutes of the Full Council Meeting held on 15 September 2020 were approved and signed as a correct record.
- b) Matters to report: The clerk advised the Access Licence agreement for environmental surveys on parish land had been completed and returned to EWR. The SSE Energy contract for the supply of electricity for parish owned street lights ends on 30 November. A new tariff for a period of 24 months has been received. **Action:** Clerk to circulate quotes received.

**20-21/060 EAST WEST RAIL / CAMBRIDGE APPROACHES LIAISON UPDATE**

Cllr Robinson and Cllr Banks attended a Zoom meeting with other parish councils on the 6<sup>th</sup> October to discuss comments and vote on the alternative route alignments proposed in Route E by Cambridge Approaches. The parish council's response to the alternatives, plus a map of the alignments are available from the village website. Harlton Parish Council support alternative corridor Route 6 primarily, as this sites the railway station north of Cambourne (supported by Cambourne village and Anthony Browne MP). Within Route E, the council support Routes 1 and 1A.

The general consensus between the parishes working with Cambridge Approaches was that Route 6 was the most favourable option, followed by Routes 1 and 1A.

Anthony Browne MP hosted a meeting with parish councils and representatives from EWR and an advisor (Ashton Cull) to the Mayor James Palmer on Thursday 15<sup>th</sup> October to present a summary of findings. Notes of the meeting drafted by Cllr Robinson were circulated via the village email. These will also be placed on the village website. The Parish Council urge people to voice any concerns with EWR or Anthony Browne. The next major step in the process will be early next year (2021) when EWR publish their route options.

**20-21/061 COUNTY COUNCILLOR REPORT**

Written report received and circulated to councillors. This will be posted on the village website.

**20-21/062 DISTRICT COUNCILLOR REPORT**

Written report received and circulated to councillors. This will be posted on the village website

**20-21/063 PARISH INSURANCE REVIEW** Zurich Long Term Agreement (LTA) Policy renewal.

Cllr Coleridge advised he had looked at the renewal documents. It was agreed adequate cover was in place and the renewal premium of £635.96 could be paid. **ACTION:** Clerk /BB/ GR to process online payment

**20-21/064 TO CONSIDER CTTV FOR THE VILLAGE**

It was agreed to hold over for discussion by Full Council.

**20-21/065 INFORMATION & DATA PROTECTION POLICY/ RISK ASSESSMENT REGISTER**

An Information & Data Protection policy draft had been circulated to members. This was supported by all. It will be published on the Parish Council website. Parish Council risks and control measures will be reviewed by the clerk, with the Risk Register updated as necessary and circulated to members for comments/ approval.

**20-21/066 COUNCILLOR ROLES & RESPONSIBILITIES** Held over for discussion by Full Council.

**20-21/067 FINANCE**

- The bank statements and reconciliation were presented. General reserves are healthy. It was noted that there will be significant costs associated with remedial tree works in Clunch pit.
- Order of payments approved: Zurich Insurance premium £635.96 , K. Quince salary
- Receipts: Precept remittance £4,250

**20-21/068 MONTHLY PLAYGROUND INSPECTION** No concerns reported.

**20-21/069 REPORTS ON ONGOING BUSINESS**

- a) **Village Hall Trustee Liaison** – There was a VHT meeting on the 13 October. Cllr Robinson to forward minutes to the clerk. There were continuing issues with rain water leaks from the velux windows in the village hall. The trustees had been in touch with the builders, who had fitted the windows, to request for someone to come out to investigate the problem.
- b) **Management of Clunch Pit** – Cllr Johnson continues to keep an eye on cyclists in the woods with some hostile responses. He has a shortlisted potential contractors for remedial tree works, following the tree inspection, and will progress over next few weeks.

**20-21/070 TO CONSIDER CORRESPONDENCE RECEIVED – circulated and noted.**

- 2020/09/25 Philip Allen, District Councillor Resignation
- 2020/09/23 Greater Cambridge Shared Planning – Letter re Planning Committee Notifications
- 2020/10/02 Greater Cambridge Planning 20/02397/FUL - 60 High Street, Decision Notice refurbishment of toilet block: Permission granted
- 2020/10/03 County Council October report
- 2020/10/06 Greater Cambridge Planning 20/02396/ADV, 60 High Street, installation of new pub sign: Approved.
- 2020/10/12 SCDC Parish Council and Community Group update on Covid-19
- 2020/10/13 CCC Parish e-Bulletin
- 2020/10/14 SCDC Covid grants available to support work of community groups helping vulnerable people and/or those who need to self-isolate.

**20-21-071 INCIDENTS AND OBSERVATIONS RELATING TO THE VILLAGE**

There had been reports of a house break-in.

**20-21/072 MATTERS FOR CONSIDERATION AT THE NEXT MEETING**

Budget 2021/22

Councillor Roles and Responsibilities

CTTV for the village

**Meeting closed 8.45pm**

**Date of the next meeting Tuesday 24 November 2020**

Signed .....

Chairman.....