

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Parish Council held on Tuesday 22 June 2021, starting at 7.30 pm in the Village Hall, Harlton. UNCONFIRMED

Attendees: Parish Cllrs Ben Banks (BB) Chair, Chris Coleridge (CC) Vice Chair, Richard Cottam (RC), Isabel Robinson (IR), Parish Clerk, Kim Quince; County Councillor, Michael Atkins

21-22/ 1 APOLOGIES FOR ABSENCE - District Cllr Ian Sollom

21-22/ 2 COUNCILLORS' DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA - Cllr Ben Banks (BB) declared a personal interest with regard to the Cambridge University - Proposed Solar Farm near to the Lordsbridge Radio Telescope – Public Consultation

21-22/ 3 PUBLIC PARTICIPATION (10 Minutes) – no members of the Public were present.

21-22/ 4 APPROVAL OF MINUTES

a) The minutes of the Annual meeting held on the 18th May 2021 were approved and signed as a correct record

b) To receive Parish Clerk's report – enquiries are ongoing regarding revised contract received from SSE for new Unmetered Supply Certificate issued by UKPN (reference LED lighting upgrade) for parish council owned street lights.

21-22/ 5 EAST WEST RAIL – CAMBRIDGE APPROACHES AND WORKING GROUP UPDATES

Harlton and Eversden working groups will resume meetings in July. It was agreed to publish the Harlton response to the consultation on the village website. It is expected that East West Rail will publish its report and developing plans later in the year with a further statutory consultation 2022.

21-22/ 6 COUNTY AND DISTRICT COUNCILLOR REPORTS – written reports received. These will be placed on the website. The Chair extended a welcome to the newly elected County Councillor Michael Atkins who was in attendance.

21-22/ 7 COUNCILLOR ROLES – parish council responsibilities were discussed.

The Clerk will refresh the contacts and parish council pages of the village website to include specific roles where applicable and/or areas of oversight. **ACTION** Clerk

21-22/ 8 ADOPTION OF RISK MANAGEMENT POLICY AND RISK REGISTER – the risk management register was reviewed and ratified by all. It had been updated with minor changes to include GDPR, in-person meetings and the village defibrillator. The document will be published on the website.

21-22/ 9 TO APPROVE PARISH COUNCIL ACCOUNTS AND ANNUAL ACCOUNTING AND GOVERNANCE RETURN (AGAR) 2020/21 - the Parish council accounts for Year End 2020/21 were approved.

- a) It was resolved that the parish council meets the criteria for 2020/21 to be an exempt authority from a limited assurance review. The Certificate of Exemption was approved and signed.

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- b) The Internal Auditor Report for the year ended 31st March 2021 was received and the AGAR form completed. Jenny Reavell has stepped down from her appointment as internal auditor. The parish council were extended thanks for her interest and efforts with the audit **ACTION:** Clerk to investigate options for 2021/22 audit.
- c) To review and approve Section 1 'Annual Governance Statement 2020/21 – the AGAR form was reviewed and signed off.
- d) To review and approve Section 2 'Accounting Statements 2020/21 – the AGAR form was reviewed and signed off.
- e) Notice of the period for the exercise of public rights – the notice period is 28 June until 6 August. **ACTION:** Clerk to publish the notice on the village website and notice board.

21-22/ 10 FINANCE – Order of Payments

It was resolved to approve Standing order and pay £519.20 Salaries (June, July).

21-22/ 11 GRANT-CONTRIBUTION FOR CONNECTIONS BUS PROJECT – Youth Club sessions on Haslingfield Recreation ground resume as from 9 June 2021. The cost for a gazebo, van and youth workers is £180 per session. The council approved a £320 grant to Haslingfield Parish Council towards costs over the summer months (16 weeks). It will consider a further contribution when plans for youth sessions are in place.

21-22/ 12 QUOTATIONS FOR REPOINTING OF BRICK PILLARS TO THE ENTRANCE OF THE COACH DRIVE/GLEBE – the parish council are still waiting on quotations **ACTION:** BB to follow up

21-22/ 13 REPORTS ON ONGOING BUSINESS:

- a) **Village Hall Trustee Liaison** – a further 10 year Licence Agreement as of 1st June 2021 for the management of the village hall had been approved and signed by the chairs of the Parish Council and the Village Hall Trustees.
- b) **Management of Clunch Pit** – Thanks to Martin Davies for dismantling a large structure that had been erected in the Clunch recently, and for speaking to those people involved. He pointed out the signs that were in place and highlighted the safety implications of what they were doing.
- c) **Monthly inspection of the Children's playground** – remedial works to repair the playground fence and latch on the gate have been carried out. The fence may need replacing in the near future. Thanks to Stuart Gibbons for pressure washing the playground surface to remove the moss.
- d) **Defibrillator maintenance** – the pads and electrodes were due to be replaced. **ACTION:** Clerk to follow up with Peter England and / or Community Heartbeat as necessary.

21-22/ 14 TO CONSIDER CORRESPONDENCE RECEIVED noted and circulated.

2021/06/15 SCDC Flood Preparedness - Yellow weather warning – Clerk was tasked to find out the current timetable/programme for cleaning main drainage gutters in the village.

2021/06/11 Cambridge University - Proposed Solar Farm near to the Lordsbridge Radio Telescope – Public Consultation. All supported asking why the proposal to build the Solar Farm is on farmland when other options are available.

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2021/06/11 SCDC – Local Government (Miscellaneous Provisions) Act 1982 – Street Trading

2021-06-08 Invite: Environment Forum with Anthony Browne M

2021- 06-8 CAPALC, June Bulletin

2021-06-18 Greater Cambridge Shared Planning - Making (adoption) of the Cottenham Neighbourhood Plan and the Histon & Impington Neighbourhood Plan

21-22/ 15 PLANNING APPLICATION NOTIFICATIONS

2102428/FUL, 83 Street Harlton CB23 1ES-Single storey rear extension to the existing dwelling and erection of a new dwelling with associated access and parking following the demolition of the existing single storey garage: No Comments agreed

21-22/ 16 INCIDENTS AND OBSERVATIONS RELATING TO THE VILLAGE

See item **21-22/ 13**

DATE OF THE NEXT MEETING Tuesday 20 July 2021

MEETING ENDED 9.12PM

Signed

Chairman.....