

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Parish Council held on Tuesday 19th April, 7.30 pm in the Village Hall, Harlton.

Attendees: Parish Cllrs Ben Banks (BB) Chair, Chris Coleridge (CC) Vice-Chair, Richard Cottam (RC), Garry Johnson (GJ), Isabel Robinson (IR): Parish Clerk, Kim Quince

22-23/ 1 APOLOGIES FOR ABSENCE – None received

22-23/ 2 COUNCILLORS' DECLARATIONS OF INTEREST

To receive declarations of interest from Councillors pertaining to items on the agenda.
None declared

22-23/ 3 PUBLIC PARTICIPATION (10 Minutes)

No members of the Public were present

22-23/4 APPROVAL OF MINUTES AND UPDATES FROM PREVIOUS MEETING

- a) The minutes of 1 March meeting were accepted and signed by the Chair as a correct record of the meeting.
- b) **Parish Clerk's report and updates from previous meeting:** The licence agreement for non-intrusive survey's had been completed and returned to East West Rail. Nomination papers for the Parish Council Elections had been hand delivered by the Clerk to the Elections Office. Defibrillator training organised by Peter England had taken place in early April. Margaret and Lon Spencer will give a presentation on their research on refurbishment of the play area. The Chairman reported there were no plans for Jubilee celebrations at the pub (Hare and Hounds).

22-23/5 EAST WEST RAIL – CAMBRIDGE APPROACHES AND WORKING GROUP UPDATES

Minutes from the recent Quarterly Local Representative meeting in February are now available online. The Parish Council would encourage residents who had an environmental survey undertaken on their properties, previously in 2020/21, to request a findings report from EWR.

22-23/6 COUNTY AND DISTRICT COUNCILLOR REPORTS – no reports or updates available.

22-23/7 PLANNING: To consider any new Planning notifications from Greater Cambridge Shared Planning – no new notifications had been received

22-23/8 FINANCE:

To consider CAPALC Affiliation– All supported renewal of membership invitation 2022/ 2023

To receive the bank statements and bank reconciliation – bank reconciliation and statements were presented to members. Parish Council year end reserves would be lower this year due to significant tree work expenditure.

Year End preparation – AGAR Forms, timeline and submissions, including Notice of Period for the Exercise of Public Rights – Submission deadline for Certificate of Exemption to the external auditor is Friday 1 July 2022. The accounting records must be made available for Public Inspection, for a period of 30 days, to include the first 10 working days of July.

To resolve to pay invoice payments, BAC's transfers, DD and standing orders – All supported Clerk to send BACs payment details to Chairman and Cllr Garry Johnson to authorise

- Salaries (Standing order Clerk)
- £209.60 CAPALC Affiliation Fee 2022/23
- £3,714 inc vat Shire Trees Ltd (retrospective) – tree works in the Clunch Pit/ Village

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22-23/9 CLERKS ANNUAL SALARY REVIEW 2022

The NALC – NJC Pay scales 1 April 2021 -22 have been published. The new rate of pay as per National Agreement for Clerk's salary was agreed as from 1 April 2022 – All supported.

ACTION: Chairman and Cllr Johnson to authorise and update the Standing Order mandate

21-22/10 PREPARATION FOR THE ANNUAL PARISH COUNCIL MEETING 10 MAY 2022

All current Councillors stood for re-election and will be duly elected for office on the 5 May.

The Year End Accounts and Governance Statements will be approved at the June meeting.

22-23/11 RENEWAL OF ANNUAL VILLAGE WEBSITE AND EMAIL HOSTING PROVISION

It was agreed to continue with the current Web hosting provider for 2022. To review of options and costs before next renewal – All supported.

22-23/12 REPORTS ON ONGOING BUSINESS:

- a) **Village Hall Trustee Liaison** – The Village Hall Trustee's Jubilee Committee were organising an event for the Glebe. The Clerk was asked to find out if they would like any financial contribution from the PC. The hall gutters had been cleaned by Alan Banks and Stuart Gibbons – thanks were expressed by the Parish Council.
- b) **Management of Clunch Pit:** Cllr Garry Johnson confirmed the remedial tree works had been completed satisfactorily. The removal of an additional small moribund tree on the Glebe, identified by the contractors, will be removed by a team of village volunteers. It was noted that earthworks damage caused by young people digging in the Clunch pit could result in land slippage and / or make the bank unstable. A polite notice of the dangers and no bikes reminder to be placed in C&V.
- c) **Monthly inspection of the Children's playground and Annual ROSPA inspection.** Cllr Garry Johnson reported there were no immediate concerns. The ROSPA inspection was yet to be carried out.

22-23/13 TO CONSIDER CORRESPONDENCE RECEIVED – circulated and noted.

2022/04/07 CCC Transport Strategy - key stakeholder engagement

2022/04/06 SCDC Parish Council Elections 5 May2022- Update: Notice of an Uncontested Election has been published on SCDC website.

2022/03/21 SCDC ZCC grant scheme now open for applications

2022/03/21 SCDC March 2022 parish e-bulletin

2022/03/15 CCC Cambridgeshire Flood Risk Management Strategy Consultation

2022/03/ 14 CAPALC – Correspondence, Smaller Councils Committee

2022/03/03 CAPALC March Bulletin

22-23/ 14 INCIDENTS AND OBSERVATIONS RELATING TO THE VILLAGE

Noted that there is frequent burning of waste material at Bartle Frere Farm, Washpit Lane. There were reports of a high-bodied van and recovery vehicle parked on the grass verge on the bend of Eversden Road leading onto Washpit Lane that had not moved for several weeks. There are concerns that there is a potential collision risk by passing vehicles, swerving out towards oncoming vehicles approaching from opposite direction.

ACTION: Clerk to report via Highways online reporting

21-23/15 DATE OF NEXT MEETING

Annual Parish (Village) Meeting 26 April 2022

Annual Parish Council Meeting 10 May 2022

Meeting ended 9 pm

Signed

Chairman.....