

**MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON
TUESDAY 22nd MAY 2018 AT 7.05 PM AT THE CADE**

PRESENT:

Cllr R Pinner (Chairman)
Cllr M Cropley
Cllr A Weldon
Cllr J Pettifor
Cllr J Herring
Miss J Bowd (Parish Clerk)

IN ATTENDANCE:

County Cllr M Smith
1 member of public

1. Election of Chairman

1.1 To elect a Chairman for 2018/19

Resolved: That Cllr R Pinner be elected as Chairman for 2018/19 (Prop Cllr Weldon 2nd Cllr Pettifor) All in favour

1.2 To receive Chairman's Declaration of Acceptance of Office

Cllr Pinner signed his Declaration of Acceptance of Office

2. Apologies.

To receive and accept Apologies for Absence.

District Cllr N Wright

3. Declarations of Interest.

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

Cllr R Pinner Community speed watch

Cllrs J Pettifor, Cllr J Herring & Cllr A Weldon declared an interest in The Cade

Cllr A Weldon Six Villages newsletter.

Cllr A Weldon item 10(i) Personal – has been active in trying to resolve issues with A428

4. Minutes.

To confirm the Minutes of the Meeting held on 6th March 2018.

Resolved: That the minutes be signed as a true and correct record.

All in favour (prop Cllr Cropley 2nd Cllr Weldon)

5. To elect a Vice Chairman.

Resolved: That Cllr J Pettifor be elected as Vice Chairman for 2018/19 (Prop Cllr Cropley 2nd Cllr Weldon) All in favour

6. Parish Council Committees

5.1 To elect members to the Parish Council Committees 2018/19.

Resolved:

- Cllr Pinner- press officer, Parish plan steering group, Speedwatch.
- Cllr Cropley- Speedwatch, grass cutting monitor, noticeboards.
- Cllr Weldon- Parish plan steering group, footpath officer, The Cade representative.
- Cllr Pettifor-peace tree lights.

7. Parish Council Representatives on Outside Bodies.

7.1 To nominate Parish Council Representatives to outside bodies for 2018/19

Resolved: Cllr Pinner Police panel

8. Public Forum

To allow any member of the public to address the council. Time Allowed 10 minutes.

Mr M Lines apologised for not submitting nomination papers in time for election and asked that he be considered for co-option. Clerk asked to send application prior to July meeting.

9. District and County Councillor Reports

To receive verbal reports from district and county councillor
County Cllr M Smith agreed to arrange for a drainage officer to visit the village to review matters raised in the APM. This was warmly welcomed by members who also stated that residents need reminding of their responsibilities.

Cllr Weldon asked if St Neots Rd could be inspected during the visit as regular flooding now takes place.

10. Matters arising from previous meeting

(i) A428.

Cllr Weldon requested that the Clerk write to Mr C Eggleton on behalf of the residents of St. Neots Rd as the 'bump' in the A428 now causes disturbance throughout the night with lorries causing vibration and noise as they go over it. Clerk advised of 2 meetings being held on 5th and 7th June to which Council are able to send 2 representatives. This is not an announcement of preferred route. Cllr Pinner advised that he cannot attend, volunteers to contact the Clerk.

(ii) Traffic calming/parking restrictions Caxton End

Cllr Pinner felt that the scheme was working well. Cllr Pettifor concurred stating that the restrictions were being observed.

Cllr Pinner asked that the status of the layby, Caxton End be investigated as parking stops it being used as turning space and for tractors to pull in.

(iii) Peace tree lights.

Cllr Pettifor asked that this be held over to the July meeting.

(iv) Tree: 18, The Green.

Clerk provided copies of correspondence on the matter.

Cllr Pinner advised that the tree in question has now been moved to a compromise location.

Members felt that the Clerks letter was appropriate and supported her. Council consider that the matter is now closed.

(v) Village Sign.

Mr Sharp has now removed the stump but the brick work needs re building.

Cllrs Pinner, Pettifor and Cropley will look into this.

Cllr Pinner was asked to mention Mr Sharp in newsletter and thank him on behalf of the village, a gesture of thanks was also to be purchased.

(vii) Water supply The Green

Cllr Pinner reported that he spoke to water engineer who admitted that Cambs Water had omitted to turn off the tap when fitting a new stop cock, this had resulted in a very wet area on The Green. Clerk advised that as yet she had received no correspondence from Cambs Water on the matter.

Members felt that the supply should remain in case of need in the future.

11. Clerks Report

To receive written report.

Meeting Dates: –

Full Council – 10th July

Items to report.

- Meeting with CCLA re investment of funds arranged for 11th June, venue still to be confirmed, 2pm
- 2 Vacancies for Parish Councillor following uncontested election- notice has been posted

12. Members reports

- (i) Parish Forum
None held.
- (ii) Village working party.
Cllr Pinner reported poor attendance at the last working party with only half the paths being redressed.
Next working party to be on 9th June.
- (iii) Parish plan survey
Cllr Pinner gave a report of the meeting.
30mph roundels to be painted under latest LHI BID.
Sticker for wheelie bins now issued.
Village information sheet has been updated, prices for printing of cover to be found. Cllr Pettifor suggested contacting the Church office at Papworth for a quote.
Emergency plan update ready to be sent to SCDC, GDPR implications of the emergency plan are being looked into.
Mr J Clark from SCDC attends the meetings and has been a great help, his work on the telephone box has resulted in item 18(iv).
Mr Clark also reported that some villages are not responding well to requests for CCTV.
Cllr Pinner further reported that outdoor gym equipment for the village has been extensively researched with 3 pieces of equipment costing in region of £5000.
Cllr Pettifor asked if villages with the equipment have been approached regarding usage, durability etc. Cllr Pinner stated that 3 villages have been contacted and will verify their responses.
Clerk to consider grant funding for the project.
- (iv) Police Panel meeting
Cllr Pinner advised that no meetings have been held or planned whilst reorganisation takes place. He read out an update from Southern Area Inspector P Rogerson. It states there will be no closures of Police stations, more 999 responders, Community action team will continue to work on the front line, and feedback is requested via local sergeants.
Cllr Herring is aware that the reorganisation is still evolving as training only started on 1st May 2018.

13. Finance and Risk

13.1 To approve the following accounts for payment:

- (i) Miss J Bowd salary April £295.25, May £305.85 June £295.05
- (ii) Holywell-cum-Needingworth Parish Council office rent 1/4/17-30/6/18
£208.00
- (iii) Cambs CC electricity for street lights £195.53. (2017/18)
- (iv) HMRC April £73.60, May £73.80 June £73.80
- (v) Bradgate. Grass cutting April £264.00
- (vi) CAPALC membership £191.54
- (vii) E-on £14.51 bus shelter light electricity
- (viii) Replacement pads for AED £87.60
- (viii) Cambs Water £45.47

Resolved: That, with the addition of payment of 92.40 Play safe Ltd and Mr A Linger £2520 accounts for payment as listed be approved. (Prop Cllr Cropley 2nd Cllr Weldon) All in favour.

13.2 To note the bank reconciliation as at 31st March 2018

Noted

13.3 To review the risk assessment and management for 2018.

Resolved: That the risk assessment be approved. All in favour

13.4 To consider appointing CAPALC as Data protection Officer, GDPR Clerk advised that since the agenda was issued notification has been received from SLCC stating that a DPO does not have to be appointed.

Resolved: That the matter be kept under review and brought back to July meeting. All in favour.

13.5 To note LHI 2018/19 - Panel results.

Noted

13.6 To note internal auditors report May 2018.

Noted

13.7 To review Parish Council asset register.

Clerk advised that the internal auditor had suggested looking at adding the Cade building to our register and insurance with the Cade management committee just covering liability and fixture and fittings.

Cllr Pettifor asked if the Cade had ever been formally valued. Clerk to get prices.

Cllr Weldon asked if the war memorial and information board should be added.

Resolved: That the Clerk contact insurance company to discuss The Cade building. That the War memorial and information board be added to the asset register, value £1000. (Prop Cllr Pettifor 2nd Cllr Weldon) all in favour

13.8 To consider applications for Co-Option to the Parish Council

Cllr Pinner reported that the notice is posted advertising the vacancies.

14. End of Year Accounts

14.1 To approve accounts for the Year ending 31st March 2018

Resolved: That the accounts be approved.
All in favour (prop Cllr Cropley, 2nd Cllr Weldon)

14.2 To complete and approve Annual Governance Statement for year ending 31^s March 2018.

Clerk read out each statement individually and a 'yes' response from Council recorded for each.

Resolved: That the Annual Governance Statement for year ending 31^s March 2017 be approved.

14.3 To approve Statement of Accounts on Annual Return for year ending 2018

Resolved: That the statement of accounts be approved.
All in favour (prop Cllr Cropley 2nd Cllr Weldon)

14.4 To approve text for Annual Return.

Resolved: That the text for Annual Return be approved.
All in favour (prop Cllr Cropley 2nd Cllr Weldon).

15. Eltisley village institute

- (i) To receive a verbal update on progress to date regarding investments.
Clerk confirmed that a meeting had been arranged for 30th June with CCLA.

16.Planning

16.1 To consider the following applications received:-

- (i) S/0879/18/FL Renewal of planning permission S/0265/15/FL for a further 3 years
(use as day nursery)
Bluebell day nursery, Newtown primary school, Caxton End .Eltisley
Resolved: That the application be approved.
All in favour (prop Cllr Cropley 2nd Cllr Weldon)
- (ii) S/0143/18/FL Installation of solar PV panels and change of bifold doors on the main property
Manor Farm, Caxton End, Eltisley, St Neots, Cambridgeshire, PE19 6TJ
Resolved: That the application be approved.
All in favour (prop Cllr Pinner 2nd Cllr Weldon)
- (iii) 18/00548/s73 (HDC) Amendment to application 9000467FUL for the removal of C9 and variation of C11, C12 and C13
Cambridge gliding club Ltd Gransden Sandy.
Resolved: That the application be declined. All in favour
- (iv) s/1083/18/VC Variation of condition 4 (Airtows)5 (flying activites) 6 (self launching sail planes) 7 (Hours of operation) 8 (Aerotowing equipment) of planning permission
Cambridge gliding club Ltd Gransden Sandy.
Resolved: That the application be declined. All in favour.

16.2 To note the following applications that have been approved:

- (i) Application RefS/0685/18/FL Alterations to existing driveway including extension to meet existing garage and changes in materials used,
12 Caxton End, Eltisley, St Neots
Noted.

17.Policies.

- (i) To adopt new model financial regulations.
Resolved: That the new model financial regulations be adopted. All in favour
- (ii) GDPR- To adopt polices relating to GDPR as listed:
- Information Data Protection Policy 2018
 - Privacy Notice
 - General Data Protection Regulations (Service) Consent to hold Contact Information
 - Email Contact Privacy Notice
 - Social Media and Electronic Communication Policy
- Resolved:** That the policies be adopted. (Prop Cllr Pettifor, 2nd Cllr Pinner) All in favour
- (iii) To adopt the general power of competence.
Resolved: That the general power of competence be adopted. (Prop Cllr Pettifor, 2nd Cllr Pinner) All in favour

18. Correspondence.

To receive correspondence and agree any actions:-

- (i) To consider letter relating to bike track.
Cllr Weldon spoke regarding the ownership of the proposed site.
Cllr Pettifor stated that the Parish Council should investigate.
Cllr Pinner suggested a subcommittee to look into the idea.
Clerk to write to Mr Hill to advise of progress.
- (ii) To consider purchase of royal wedding commemorative medal for schools and councils.
No further action to be taken.
- (iii) To note the letter re cricket club water supply.
Noted
- (iv) To consider letter regarding adoption of red telephone box.
Members felt that as there was no immediate need for the box and as mobile reception in the village is poor it should be reinstated as a telephone box.
Resolved: That the Clerk respond asking that a telephone be reinstated.
(Prop Cllr Weldon 2nd Cllr Pettifor) All in favour.

19. Items to report

- Cllr Pinner reported a resident had requested the Parish Council support in contacting AWA about the sewage outflow in Meadow View.
The Clerk was asked to write.
- Cllr Pinner spoke about a request to fly the Red ensign in support of Merchant Navy on 3rd September 2018.
It was agreed that the information be passed to the local history society.
- The Clerk reported the press release from SCDC that the 5 year housing stock is now proven.

Being no further business the meeting was closed at 8.37pm

Signed:

Chairman

Date: