

**Minutes of Spaldwick Parish Council Meeting held at 8 pm
Thursday 17 October 2013 in the Community Room at Spaldwick Primary School**

Present: Cllrs. Plummer (Chairman, presiding), Jackson-Rimmer, Leach, Rice, Smith and Wakefield, the Clerk (Mr D Stowell), and 5 members of the public.

1. **An apology for absence** was received from Cllr Johnson
2. **Declarations of Interest** as to personal and prejudicial interest in any agenda item . Cllr Rice declared an interest in item 12.
3. **Public Open Forum** - on behalf of the group looking into the feasibility of a MUGA being provided in the village, Nick Thompson said that discussions around the site of the MUGA could be dependent on information regarding the site for the new Village Hall. When he spoke to HDC about the possibility of siting the MUGA on Bury Close, he was informed that this area is the subject of a preliminary enquiry for the erection of 5 houses, a Village Hall and associated infrastructure. Nick and his colleagues suggested that it would be in the best interests of the village for the Village Hall and MUGA projects to be considered concurrently particularly since prospective funders would wish to know of other projects in the pipeline. Cllr Rice, who is Chair of the VH Committee, explained that a MUGA was not within the scope of current VH proposals, but he was not opposed to joint discussions. He expressed a personal concern about how a MUGA would fit with the current proposals. The MUGA group requested that they be updated, as and when any further information was available and said that they would ensure that all progress regarding the MUGA would be shared also. The Chairman said the Village Hall proposals would be available for discussion early in the New Year and suggested that would be the time for the two groups to get together.
Mr Thompson said that in the meantime the group would work on proposals for two types of MUGA: One proposal which would best sit in a site next to the school, and another which would sit sympathetically within a village green context next to the proposed village hall, taking into account the view of the church etc.
There being no further questions or comments from members of the Council or the Group, the Chairman thanked them for attending. It was then resolved to cancel agenda item 8 and the MUGA Group left the meeting.
4. **Minutes of Meeting held 12 September 2013** were approved and signed.
5. **Matters arising from minutes** . none.
6. **Finance**
Insurance cover – The Clerk, having noticed that the Personal Accident section of the policy covered employees, members and volunteers aged 16-90 (with slightly reduced compensation for those over 85), queried why the Assault section was limited to age 80. The insurer agreed to extend the cover in that section also to those over 80 if named in the policy. The employee and member who have reached 80 are now named in the policy. He also noticed that the policy specified that the playground equipment should be inspected weekly. Following discussion with the insurer this has now been amended to ~~at~~ at least monthly which aligns with our current practice.
Quarterly Budget Review - The Clerk presented a statement of receipts and payments to 30 September 2013 and the bank reconciliation at 30 September which had been checked by Cllr Smith prior to the meeting. After discussion of the statement it was resolved that it be accepted as evidence that the accounts are being correctly maintained.

External Audit . The following report by the auditors Littlejohn LLP was noted: %on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met+. No action is required by the PC.

Application for funding a youth worker . The request received at the last meeting from the Escape Youth Group for a grant of up to £900 to enable them to secure a grant of £900 from the Hinchingsbrooke Trust which is conditional on matching funding being obtained, was tabled. In addition an email from Bob and Theresa Dearman, who were unable to attend the meeting, was noted. They expressed their support for the application by Escape for funding towards the employment of a Youth Officer and said %is important for the village as a whole to support the youth and those who give up their time and energy to do so+.

On behalf of Escape, Mark Sturdy reported that they had raised a further £450 from local donations leaving a gap of £450 required to match the grant from Hinchingsbrooke Trust. Following a proposal by Cllr Smith it was resolved to make a grant of £450 to Escape.

The following payments were approved:

100558 Hemingford Abbots Parish Council, 3 training sessions for Cllr Rice, £66.00

100559 PKF Littlejohn LLP, External audit fee, £120.00 (inc. £20.00 VAT)

100560 Wicksteed Leisure, Play area inspection, £54.00 (inc. £9.00 VAT)

100561 Escape Youth Group, £450.00 (if possible to be paid direct to the service provider, thus allowing any VAT charged to be recovered).

7. Planning

The following application was considered

1301482TREE, Felling and removal of one Ash tree, 4 Pound Close

It was resolved to inform the LPA that the Parish Council had no objection to this proposal.

Recent Local Planning Authority decisions / reports . none relevant to Spaldwick

8. To receive and discuss MUGA (Multi use games area) Progress Report - cancelled

9. Assets – Provision / Maintenance – progress reports

Bench at Belton’s Hill . concrete base was installed 5 October. It was noted that the contractor would like to have the seat on site for fixing before the clocks go back.

War Memorial Refurbishment . The Clerk tabled estimates of the cost of providing 2 black granite plaques with all the names engraved and gold filled. As the estimates were considerably higher than the original estimates for recutting the existing lettering and filling with black paint, the Clerk is to obtain competitive quotations and to obtain comments from the War Memorial trust before a decision is made on the way forward.

Seat on Green . awaiting painting. Cllrs Plummer & Leach will carry out the work.

Children’s Play Area . Wicksteed’s Inspection Report highlighted the need for filling gaps between the safety surface tiles, resetting one loose kerb edge, replacement of a deformed swing seat, and adjusting the spring to slow closing of gate. Due to the high cost estimated by Wicksteed and the difficulty in using voluntary labour for the work, two further quotations have been obtained. The possibility of hiring labour from a local parish council who have done similar work in-house is also being investigated. To meet the insurance terms a quotation for a sign detailing any information that is necessary for the safe use of the equipment and clearly stating any restrictions on its use is to be obtained.

It was noted that Ferguson’s will cut the hedges and shrubs in early December.

10. Highways, footpaths, byways etc.

Street Lighting PFI . nothing to report

Bury Close . The two footpaths have now been cut . thanks to Mick Ager pushing this.

Long Lane . The CCC ROW Officer is obtaining a quote to put down some road planings behind the houses, on receipt of which he will then try to find funding from within CCC.

Village Grass Cutting . The costs for adding further areas to the contract are awaited.

Overgrowing hedges . action has been taken by the residents to cut these back
Spaldwick / Stow Longa Road resurfacing . The white lines have recently been reinstated. The Clerk is to pass comments on inconsistency of the work to CCC.

Footway and Kerb refurbishment o/s 2 – 6 Stow Road . currently being carried out.

Other planned works by CCC – Investigation into surface water drainage problem in Stow Road between Royston Avenue and Thrapston Road; and extension of the kerbside drain grating o/s 17-19 Thrapston Road.

Tree planting scheme . It was agreed that Cllrs Plummer and Smith will submit a request to HDC for a few trees to be supplied free of charge for planting at sites in the parish area.

11. Bus Service changes . awaiting meeting of County, District and Parish representatives to be convened by Cambs Future Transport team.

12. Parish Council website . It was resolved to accept the offer of Cllr Rice to continue to host the parish council's website using a new company at a cost to the Council of £50 p.a. N.B. Cllr Rice left the meeting after explaining the reasons why a change is necessary and took no further part in the discussion.

13. 'West Hunts' Local Joint Committee (LJC) . A report by the Clerk, which had been circulated prior to the meeting, regarding an HDC proposal for the formation of a LJC comprising representatives of 17 local parish councils and the District and County councillors was noted. The Clerk suggested that Spaldwick PC should consider appointing a delegate and substitute to the LJC, and also consider whether to offer to host a meeting and / or offer to provide the secretary for one meeting.

Following discussion in which there was no support for the idea of a LJC, it was resolved not to appoint a delegate and not to offer a meeting place or a secretarial service.

14. Correspondence - Receipt of the following correspondence was noted.

Jason Ablewhite, Executive Leader HDC emailed as follows on 27 September:

At the HDC meeting held on 25 September it was decided that there will be no further grants to towns and parishes I wanted to inform you so that you can take account of this in your budgeting and precept decisions. As well as the obvious question of wishing to minimise necessary service cuts two other issues were raised. One referred to the danger of Parishes and Towns becoming too dependent on the District Council . a problem that is only too real for the District in its financial relationship with the Government. There was also concern at the significant number of Towns and Parishes that took the grant but did not reduce their precept level to protect the public from increases.

Openness and transparency on personal interests, A guide for councillors . A new guide dated September 2013 has been published by DCLG. (copy with agenda).

Cambridgeshire County Council Briefing . October briefing received from County Cllr Bywater has been circulated by email.

OUR PLACE . letter from Don Foster MP (when Parliamentary Under Secretary of State DCLG) to Parish Councils inviting participation in this programme. (copy with agenda)

Hunts Forum of Voluntary Organisations - AGM, 6 pm Thursday 14 November at the Civic Suite, Pathfinder House. Theme is: "CHANGE" Speaker Jonathan Clark, Policy & Learning Manager, BIG Lottery Fund, East of England

CAPALC, SOCIAL MEDIA TRAINING for parish councils and community groups, Friday 22 November at the Glebe Hall, Parish Council Offices, Sutton CB6 2RB. £25 per delegate.

CAPALC, AGM, Impington, Cambridge Monday 9 December 7 pm – 9 pm

CCC Networking Meetings Regarding Parish Paths - Mick Ager will attend, probably at Sawtry 19 November.

HDC Polling District Review 2013 . HDC have advised that they propose no change to the following existing arrangements

<u>Polling District</u>	<u>Barham & Woolley</u>	<u>Spaldwick</u>	<u>Easton</u>
Description of PD	B & W Parish	Spaldwick Parish	Easton Parish
Polling Place	Spaldwick	Spaldwick	Spaldwick
Polling Station	-----Spaldwick Community Room-----		Easton Church

Members had no objection to the location of the Polling Stations but the Clerk is to point out that the Polling Place for Easton Parish should be amended to read ~~£~~Easton assuming that Easton Church remains the Polling Station for that parish.

15. Any other business

Relocation of Out of School Club - Cllr Jackson-Rimmer informed the meeting that the S Club is having to move out of the Playtimes building. She asked what the restrictions were regarding the placement of a portacabin/temporary building on the adjacent Public Open Space. Cllr Plummer said that he believed that it would not be possible as the land had to remain open to the public but he would look into it in more detail and would inform Cllr Jackson-Rimmer of the results of his investigation. The school portacabin is being removed at the end of this academic year so this would not be an option. It was suggested by Cllr Wakefield that the school should be approached to see if S Club could put a portacabin onto the current portacabin site. Cllr Jackson-Rimmer will contact Miss Prior.

16. Next Meeting – Thursday 14 November 2013 at 8 pm

In the absence of any further business the meeting closed at 9.50 pm