

**Minutes of Spaldwick Parish Council Meeting held at 8 pm
Thursday 24 April 2014 in the Community Room at Spaldwick Primary School**

Present: Cllrs. Plummer (Chairman, presiding), Rice, Smith and Wakefield and the Clerk (Mr D Stowell). Also present was County Councillor Simon Bywater

1. **Apologies for absence** were received from Cllrs Leach, Jackson-Rimmer and Johnson
2. **Declarations of Interest** as to personal and prejudicial interest in any agenda item – none
3. **Public Open Forum** – not held, no public present
4. **Minutes of Meeting held 20 March 2014** – were approved and signed.
5. **Matters arising from minutes (not on the agenda)**
Road surface in Royston Avenue – awaiting Clerk's action
Sandbags for flood protection – awaiting Clerk's action
6. **Finance**
 1. **Annual accounts for year ended 31 March 2014** – the Clerk / Responsible Financial Officer presented the summary Receipts and Payments Account for the year ended 31 March 2014. Cllr Smith reported that he had examined the summary together with supporting bank statements, the cash book and the bank reconciliation prior to the meeting and confirmed their accuracy. Council then resolved that the accounts be approved.
 2. **Audit Commission Annual Return for 2013/14**
Section 1 – Accounting statements. The Clerk / RFO presented the certified accounting statements, which Council resolved to approve.
Section 2 – Annual governance statement. The Chairman read out statements 1 to 8 in turn, to each of which Council responded 'Yes – agreed'. Statement 9 relating to sole managing trustee of a local charity was answered 'Yes - has met all its responsibilities'.
The Clerk / RFO and the Chairman signed both sections as required.
 3. **Internal Audit** - The Clerk reminded members that at the June 2013 meeting it was resolved to note the recommendations of the Internal Auditor and take the following actions to comply:
 - A) Review Standing Orders, Financial Regulations & other procedures annually in January.
 - B) Reclaim VAT in early March to ensure receipt before 31 March.
 - C) Ensure **all** pages of the Minute Book are initialled or signed when accepted by Council.
He confirmed that actions B & C were implemented, but action A was deferred in respect of Standing Orders & Financial Regulations due to pending changes in legislation. He reported that revised models have now been issued by NALC and proposed amendments to the Council's documents will be presented to the Council for consideration later this year.
 4. **The following payments were approved:**
 - 100581 CAPALC Membership fee 2914/15, £200.36
 - 100582 R P Johnson, 9 stakes for trees from Hunts Timber, £28.18 (inc. £4.70 VAT)
 - 100583 SLCC Enterprises, Clerk's conference attendance fee, £82.80 (inc. £13.80 VAT).
 - 100584 NALC, LCR Magazine, £17.00
 - 100585 CCC, Supply & Installation of 3 Speedwatch signs, £248.40 (inc. £41.40 VAT)
 - 100586 B F Plummer, Reimbursement of payment to Frosts of Buckden, Compost (for use in tree planting) £12.00 (inc. £2.00 VAT)
 - 100587 Robinson & Hall, negotiate new rental agreement for the Charity Field, £360.00. It was resolved that this payment which is made on behalf of the Charity is an interest free loan to the Charity repayable from the initial rental payments for the field, being £300 due now followed by £376 due 1 February.

7. Planning

The following new Planning Applications were considered

1400413FUL & 1400414LBC - Replacement of clay roof, installation of Velux window, rainwater goods and repair to dormer window, The Limes, 27 High Street.

It was resolved to inform HDC that the Parish Council welcomes the proposed repairs and maintenance work to this property and recommends approval.

1400417FUL & 1400418LBC - Removal of yew tree, part demolition of front boundary wall, build new boundary wall with timber gates to vehicular access, The Limes 27 High Street,

It was resolved to inform HDC that the Parish Council has no objection to these proposals and recommends approval.

The following Local Planning Authority decision was noted

140095FUL, Erection of one 11 KW turbine 25m to tip, 18.3m to hub, and control box, Glebe Farm, Barham Road – **Permission granted.**

8. Assets – Provision / Maintenance

War Memorial Refurbishment – A Cambridge monumental mason has been asked to examine our proposal and to make recommendations with a view to producing a specification against which he will quote and which can be sent to other monumental masons in order to obtain further quotes.

New trees – The Chairman reported that the trees obtained through the District Council Parish Planting Scheme had recently been planted at Mount Pleasant and Belton's Hill by a small team of volunteers. He wished to put on record his thanks to Cllr Johnson for leading the team and providing transport.

Children's Play Area Ferriman Road – Cllr Rice presented a report of a visual inspection carried out on 9 April. All routine checks were passed satisfactorily, but it was noted that "Replacement rubber sealant is patchy in appearance and finish". Councillors agreed to have a look at the repairs to the safety surface with a view to any corrective action being considered at the next meeting.

9. Highways, footpaths, byways etc.

Street Lighting PFI – It was noted that Balfour Beatty distributed a leaflet in part of the village yesterday which says: "Work will be starting in your area during the next month. We will be consulting with Elected Members and Parish Councils prior to works"

It was agreed that a document prepared by the Clerk showing how Balfour Beatty's proposals would affect the lights in Thrapston Road, Ferriman Road, Ivy Way, Royston Avenue and Stow Road should be displayed on the Parish Council notice boards and website and that a note pointing this out and inviting comments should, if possible, be placed in the May Edition of Spaldwick News.

Village Grass Cutting additional areas – The Clerk reported that, on receipt of a quotation from Fergusons which he considered to be too high, he had obtained quotes from two other contractors which were considerably less and in addition included collecting the cuttings from the Mount Pleasant site. Council noted this information and asked the Clerk to negotiate with Fergusons with a view to them reducing their price to around the same level.

Local Highway Improvement Initiative – In response to an email on April 4 the Clerk confirmed that Spaldwick Parish Council will fund £510 or whatever 10% of the total cost turns out to be within reason. This email also said that over the next few weeks CCC will be starting the early stages of the LHI process, (producing plans, informal consultations, estimating costs etc) and that during this time if more information is required they will be in touch and a site meeting may be appropriate. There has been no further contact

Bus Service changes – next Working Group meeting, which the Clerk will attend, is at 7pm Tuesday 1 July

Footpaths, byways – It was noted that on April 14 the CCC ROW Officer reported "there is a short overgrown/muddy section of Cockway Lane just before the turning north to Little Catworth that Mick Ager and others have previously complained about. It had been intended

to cut back the hedges here and put down some stone surfacing but unfortunately the contractor was not able to cut back the scrub before the start of the bird nesting season. This section will not be improved until August at the earliest and most likely it will now have to wait until the 4x4s are excluded again in the autumn.” Other sections of this byway have been improved.

10. Correspondence

CCC Key Issues Briefings circulated by email March 20 & April 8.

CAPALC E-Bulletin April 2014 circulated by email April 17 with Clerk’s comments.

2011 Census – Parish profile circulated by email April 21

Local Joint Committee – Kimbolton & Stonely PC has written to all local parish councils proposing that the local area should include Buckden, Gransden and The Offords as well as the original 17 parishes. The Clerk reported that he gave a quick reply asking why they suggest the area should be larger as this would be unlikely to make it more attractive to the 17, and some positive demonstration of the benefits of the LJC would be required to change the opinion of Spaldwick PC. Any response will be reported at the next meeting when the decision of 17 October 2013 not to participate can be reconsidered.

11. Any other business – In response to an invitation from the Chairman, Cllr Bywater spoke briefly about his involvement on the County Council, and asked to be informed should his help be required in resolving issues with County Council Departments.

12. Next Meetings – Annual Parish Meeting, Thursday, 8 May 2014 at 8 pm
Annual Parish Council Meeting, Thursday 15 May 2014 at 8 pm

In the absence of any further business the meeting closed at 9.10 pm.