

**Minutes of Spaldwick Parish Council Meeting held at 8 pm  
Thursday 15 September 2016 in the Community Room at Spaldwick Primary School**

**Present:** Cllrs .Fane de Salis (Chairman presiding), Harriman, Jackson-Rimmer, Robinson and Smith, the Clerk (Ms Ramune Mimiene), the retiring clerk (David Stowell), County Councillor Bywater and 4 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.- none
3. **Councillor vacancy** – The Clerk reported that expressions of interest had been received from Jason Pope & Tony Glenister. Both had confirmed in writing their eligibility and had explained their reasons for wishing to be a member of the council. The Clerk read Mr Glenister’s letter. Mr Pope, being present, addressed the council. On being put to the vote the meeting unanimously resolved to co-opt Mr Pope to fill the vacancy. He then made and signed a Declaration of Acceptance of Office which was countersigned by the Clerk. Mr Pope then joined the other members at the table and took part in the meeting thereafter.
4. **Parish Clerk** – The appointment of Ms Ramune Mimiene as Clerk to the Council and Responsible Financial Officer from 1 June 2016 was confirmed.
5. **Minutes of Meeting held 14 July 2016** were approved and signed.
6. **Matters arising from minutes (not on the agenda)** - none
7. **Public Open Forum**  
**Cllr Bywater** spoke about Devolution and the recent consultation on the proposal for a Combined Authority for Cambridgeshire and Peterborough. He pointed out that the proposal has yet to be debated and agreed at meetings of each District Council. If any of the Councils rejects the proposal it will not go forward.  
 He also spoke about the implications of the Electoral Review of Cambridgeshire which would increase the number of parishes in the local division.  
 Cllr Bywater left the meeting.  
**Simon Richardson** of GamPlan Associates spoke about Planning Application 16/00837/FUL, 2 houses West of Long Lane, particularly regarding the work proposed to the lane. He said that recently CCC verified that the substructure is adequate and any work required would be confined to the surface. CCC have also confirmed that as it is a Public Highway they accept responsibility for maintaining its surface to a standard acceptable for its current use. He said that this included the first 30m arising from the proposed development of the stable block and that this should be acceptable for the additional 2 houses. This work would not affect any trees.  
 Cllr Robinson questioned this, as Application 1101343FUL for the stable block has expired. Cllr Smith drew attention to trees on the site having been removed prior to the application for the two houses being submitted, and that this had adversely affected wildlife.  
 Mr Richardson said that he expected HDC to re-consult on this application shortly and that he hoped to attend the PC meeting at which it will be discussed.  
 Mr Richardson left the meeting.
8. **Finance**  
**External Audit 2015/16** – It was noted that the report from the auditors, Littlejohn LLP, concluded that “on the basis of our review of the annual return, 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”.

The Clerk will arrange to publish the Notice of Conclusion of the Audit and associated documents on the notice boards and website.

#### **Quarterly Budget Review and bank reconciliation**

The retiring Clerk presented a statement of receipts and payments to 30 June 2016 and the bank reconciliation at 30 June, 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.

#### **The following payments were approved**

100666 Wicksteed Leisure Ltd, Annual playground inspection, £54.00 (inc. £9.00 VAT)

100667 Spaldwick School, room rental, Sumer term, £55.50

100668 Came and Company, Insurance Premium renewal from 1 October, £313.04

100669 Fergusons, Grass cutting, cuts 1-10, £2832.00 (inc. £472.00 VAT)

100670 Parish Online (Getmapping Plc), Annual fee, £32.60 (inc. £5.60 VAT)

100671 F D Stowell, salary £382.84 & expenses £543.72, July- September; total £926.56 (inc. 90.62 VAT)

100672 R. Mimiene, salary £280.00 & expenses £4.80 August & September; total £284.80

100673 HMRC PAYE £130.40

100674 HMRC PAYE £35.00

100675 PKF Littlejohn, External Audit fee, £120.00 (inc. £20.00 VAT)

## **9. Planning**

#### **The following new planning applications were considered**

**16/01579/HHFUL**, part two storey & part single storey rear extension, 52 Stow Road

It was resolved to recommend **approval** as the extension is in keeping with other dwellings in the area and has no adverse impact on neighbouring properties or on the street scene.

**16/01634/FUL**, New dwelling and demolition of existing stable block, Land at Stanwell House, 2-6 Thrapston Road.

At the invitation of the Chairman, Mrs Traynor addressed the meeting, emphasising a number of points covered in section 7 of the Planning Statement.

Following discussion it was resolved to recommend **approval** for the following reasons:

It is located within the core of the village, not in open countryside; and It will have no adverse impact on the Conservation Area nor on the settings of, or views from, the adjacent listed buildings The George and the Manor Farmhouse.

**16/01771/HHFUL**, Single Storey side extension to form ground floor bedroom, Glebe Farm, Barham Road. It was resolved to recommend **approval** as the extension fits well with the existing dwelling and has no adverse impact on the surrounding countryside.

#### **The following responses sent to the LPA by the retiring Clerk following email consultations were noted.**

**16/01522/FUL**, first floor extension over double garage and area between existing garage and house, 1 St James Gardens.

Although it is considered that the proposed development would respect the character of the existing dwelling house and would not have a detrimental impact upon the street scene, the increase in overall massing is considered to be excessive and would have a significant detrimental impact upon the residential amenities of the neighbouring properties 3 Stow Road and 10 High Street through overbearing impact and overshadowing.

Spaldwick Parish Council therefore recommends **refusal**.

**16/01522/FUL**, revised plans submitted to HDC on 23 August

It is accepted that the reduction in height of the extension will reduce its impact on the neighbouring properties. However, the Parish Council remains of the opinion that the massing of the proposed extension is excessive and would have a detrimental overbearing and

overshadowing impact on the neighbouring properties at 3 Stow Road and 4-10 High Street. Spaldwick Parish Council therefore recommends **refusal** of this application.

**16/01509/HHFUL**, Single storey extension (3m x 8m) to rear of detached house, lean to style, supalite roof, extending 2m beyond side wall, 11 Ivy Way

The Parish Council recommends **approval** as the proposed extension is subservient and sympathetic in design to the existing house and has no adverse impact on the street scene or the residential amenities of neighbouring properties.

**The following decisions by the Local Planning Authority were noted**

**16/00620/FUL**, Proposed first floor extension over double garage, 2 St James Gardens, **approved**.

**16/01035/HHFUL**, 1) Extension to Rear LH of property. 2) Extension to RH side of property, including a garage. 3) Porch to front of property. 4) Oak coloured softwood cladding to Front, Rear and sides. 5) Off White Render to Front Rear and sides, 33 Thrapston Road, **approved**.

**16/01260/FUL**, Replacement of existing below ground fuel storage tanks with new, together with associated pipe work and renewal of fuel pumps on forecourt islands, Spaldwick Service Area, **approved**.

**15/01506/LBC**, Restoration of the structure of dilapidated farmhouse using original material as far as possible, Manor Farmhouse, 15 High Street, Listed building consent **refused**.

**10. Assets – Provision / Maintenance**

**To note updates on matters previously reported; to consider any further action regarding them; and to receive reports of any new problems**

**Children’s Play Area** – It was noted that Fergusons had advised the Clerk on 9 September that the hedges (including brambles) would be cut back as soon as possible.

**Climbing frame steps** - Since the last meeting Wicksteed’s Annual Inspection report was received. This recommended that the square edges on the new steps are removed to reduce potential impact hazards. The supplier was informed and agreed to return and rectify them. The Chairman reported that he was not happy with the end result and asked members to view them and let him have their comments before further action is considered.

**War Memorial refurbishment** –Cllr Smith reported that a response to the grant application is expected from the War Memorials Trust by the end of September.

**Laptop and scanner** - These have been purchased for Parish Council use and will be passed to the new clerk after the meeting.

**New wet pour safety surface** - Cllr Robinson offered to produce a draft maintenance plan for discussion and comment.at the next meeting.

**11. Highways, footpaths, byways etc.**

**To receive updates on matters previously reported; to consider any further action regarding them; and to receive reports of any new problems.**

**Provision of Gritting Bin at Belton’s Hill** – In mid-August CCC confirmed that the Network Management team who deal with the winter service enquiries was working through the applications for grit bins. Customer Services have since advised that a reply has been delayed until after September13. Clerk will continue to chase.

**Trees on greens outside Manor Farmhouse and Stanwell House** – Action by Clerk to obtain advice regarding any formal permission which HDC may require is ongoing.

**Laurel Hedge adjacent to gate on footpath to Thrapston Road** – Cllr Robinson reported that the overgrowing hedge has been cut back

**Overgrowing shrubs, Thrapston Road Bridge** – it was agreed that it would be too dangerous for these to be cut back by volunteers. It will be reported to CCC, along with the repainting of the railings, as highways problems.

## 12. Availability of School Premises for Community Use

**Community Room** – The Chairman reported that he and Cllr Robinson had attended a meeting with the Head Teacher and representatives of the Governing Body and Education Authority on 18 July to work towards meeting the school's and the community's needs.

Two options were put to the meeting

Option 1 - Parish Council takes control of the room and manages it as a separate facility from the school.

Option 2 - Shared usage by school and community with the school occupying Monday to Thursday.

Those attending agreed to obtain the views of their respective bodies and meet again on 28 September at 10 am.

He also reported that he had written an article which was published in the August edition of Spaldwick News which invited potential users and anyone with views on the room's future use to respond. There had been one response, from the Social Group, who wish it to be available for their future events.

The Chairman then invited comments from councillors on the options. Following discussion, it was unanimously agreed that neither option is acceptable and that the school should continue to manage the room and make it available for bookings for community use at any time. It is understood that steps will have to be taken to ensure the safety of children, but it is considered that suitable modifications could easily be made to the premises.

**13. Town & Poors Charity** – Robinson & Hall have been asked for advice regarding the requested reduction in rent. The partner to whom this was referred is on holiday until 19 September, after which a response is expected.

## 14. Correspondence

**Requiring no action:**

**Woolley Hill Wind Farm Panel Meeting** is on Tuesday 4<sup>th</sup> October at Buckworth Cricket Club. Bernard Plummer will represent Spaldwick Parish.

**Electoral Review of Cambridgeshire, Final Recommendations** – Spaldwick is in the proposed Alconbury & Kimbolton division.

**Devolution** – Cllr Steve Criswell email of 7 Sept circulated – this included response to DCLG reporting that County Council and local District Councils supported the proposal for a Combined Authority for Cambridgeshire & Peterborough. However there was some opposition to the proposal for an elected Mayor in the wider consultation.

**Matters to be placed on the agenda of the next meeting**

**Local Highway Improvement initiative 2017/18** circulated by email Aug 21

Closing date 30 November N.B. Parish Councils are encouraged to discuss their application prior to submission using [local.projects@cambridgeshire.gov.uk](mailto:local.projects@cambridgeshire.gov.uk)

**Community Highways Volunteering Scheme** – CCC Information Pack received Aug 25

.In the meantime an article will be published in Spaldwick News inviting potential volunteers to contact the clerk or a parish councillor.

**Flood Awareness and Preparedness Questionnaire** – circulated by email Sept 6 – N.B. Subsequent to the meeting councillors have been asked to respond by email to enable a joint response to be submitted before the October 10th closing date.

## 15. AOB

The following were put forward as items for the next meeting agenda

To consider providing a Defibrillator

To review progress regarding proposals to re-locate the Bier following decline of stewardship by PCC; and to install the old notice board on the Village Green to display footpath map(s)

To consider the implications, if any, of the Cambridgeshire Rights of Way Improvement Plan Update dated April 2016.

To review the current situation regarding the Village Hall and consider any action required.

**16. Date of next scheduled meeting**

**20 October 2016 8 pm at Spaldwick School**

In the absence of any further business the meeting closed at 9.45 pm