

MINUTES

**The Annual Parish Council Meeting of Spaldwick was held on Thursday 18 May 2017 at 7.00pm  
in Spaldwick Primary School**

Present S Fane de Salis (Chairman), M Robinson (Vice Chairman), I Harriman, R Johnson, J Pope, S Jackson-Rimmer, and.  
Ms R Mimiene, Clerk.  
2 members of the public

**05/156 Election of Chairman**

Nomination: SFdS

**Proposal: Proposed by Councillor SJR, seconded by Councillor IH, all in favour, and it was Carried  
RESOLVED that Cllr SFdS is elected a Chairman.**  
Chairman signed the Declaration of Acceptance of Office form.

**05/157 Election of Vice-Chairman**

Nomination: MR

**Proposal: Proposed by Councillor IH, seconded by Councillor SJR, all in favour, and it was Carried  
RESOLVED that Cllr MR is elected a Vice - Chairman.**

**05/158 To Receive Apologies and Reasons for Non Attendance**

05/158.1 Cllrs Graham Smith and Richard Johnson sent apologies for absence.

**05/159 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

05/159.1 There were no declarations of interest.

**05/160 To Receive and Approve the Minutes of the Meeting 20 April 17**

**Proposal: Proposed by Councillor IH, seconded by Councillor SJR, all in favour, and it was Carried  
RESOLVED that the minutes of 20 April 17 Parish Council Meeting be accepted and signed  
as a true record of the meeting.**  
Chairman signed the Minutes.

**05/161 Matters arising from those Minutes (not on the Agenda)**

No matters arising.

*Meeting closed for the following item*

**05/162 Public Open Forum**

*Each person wishing to address the council will be allowed to speak, it cannot be longer than 10 minutes per item.*

05/162.1 National Grid Gas Compressor Station, Bigram's Lane, Stonely: Presentation by Douglas Johnson Community Relations Advisor and Gary Adams Project Manager, National Grid. The upgrade will begin on 5 Jun 17, and it is expected for it to be finished in Dec 19. Work will take place entirely on land owned by National Grid. Normal working hours will be 8am – 6pm from Mon to Sun. At various points, materials will be needed to bring to and from the site. This will be done using routes agreed with HDC as part of planning permission. Dedicated contact point 0800 0194. As much notice as possible will be given before any construction will be delivered. A hard copy of the presentation is attached to these Minutes.

*Meeting re-opened*

**05/163 Planning**

05/163.1 To consider a new planning consultations

Proposal: Proposed rear single storey extension and loft flat roof dormer. Site Address: 39 Stow Road Spaldwick Huntingdon. Reference: 17/00643/HHFUL

**Recommend Approval:** PC has no comments regarding the proposal.

**Proposal: Proposed by Councillor Sharon, seconded by Councillor Ian, all in favour, and it was Carried  
RESOLVED to approve this planning consultation.**

05/163.2 Consultations:  
None.

05/163.3 Determined by planning authority:

17/00800/NMA: 1 Mount Pleasant Spaldwick Huntingdon PE28 0TG. Internal alterations. Windows, guttering, doors, facias and soffits all grey opposed to white. Side extension gable end above bifolding doors glazing removed. Side extension door into garden double opposed to



single. Rear extension bed 2 rear window to match bed 1 window. Rear extension 2 side windows omitted. Projecting bay window to bed 3 removed for standard window. Approved by HDC. –  
*Note: PC was not consulted on.*

**05/164 Finance**

05/164.1 To Approve Annual Return Section 1 - Annual Governance Statement 2016/17  
**Proposal:** **Proposed by Councillor SJR, seconded by Councillor IH, all in favour and it was Carried**  
**RESOLVED to approve Section 1.**

05/164.2 To Approve Annual Return Section 2 – Accounting Statements 2016/17  
**Proposal:** **Proposed by Councillor IH, seconded by Councillor SJR, all in favour and it was Carried**  
**RESOLVED to approve Section 2.**

05/164.3 To Note the Suggestion and Approve Internal Auditor Report 2016/17  
 05/164.3.1 To Check Standing Orders to ensure PC comply – PC Standing orders are quite brief. NALC covers it in more detailed way.  
**Proposal:** **Proposed by Councillor MR, seconded by Councillor SJR, all in favour and it was Carried**  
**RESOLVED to approve the Model Standing Orders.**

05/164.3.2 To Consider opening a separate account for Town & Poors Charity Field  
**Proposal:** **Proposed by Councillor MR, seconded by Councillor IH, all in favour and it was Carried**  
**RESOLVED to open a separate account for Charity.**

05/164.3.3 To Consider funds in reserves which were kept for the future Village Hall  
 No reference will be made to the Village Hall.  
**Proposal:** **Proposed by Councillor MR, seconded by Councillor IH, all in favour and it was Carried**  
**RESOLVED to approve Internal Auditor report and checklist suggestions listed above.**

05/164.4 To review and approve the amended Assets Register for 2016/17 (Amended Insured value), Cllrs SFdS and JP  
 Assets Register spreadsheet updated with new figures and presented to full PC by Cllr SFdS. Total revised Assets value £45,612.39.  
**Proposal:** **Proposed by Councillor SFdS, seconded by Councillor IH, all in favour and it was Carried**  
**RESOLVED to approve Assets Register.**

Clerk to forward to the Insurance company. Clerk  
 Note since meeting: Revised and Approved Assets Register submitted to Came & Company PC Insurance Company.

05/164.5 Bank Mandates: to sign the letter to Santander re: closure of PC accounts x 2 and finalize the Mandate form for Barclays Bank  
 Cllr SFdS completed the signed bank mandate form, the form is with the Clerk. Clerk to pass to Cllr GS.

05/164.6 Change of address for the Clerk, further Mandates re: correspondence and Bank statements to come to new address – passed to Cllr GS at the last PC meeting, copy with Clerk.

05/164.7 Expenditure for approval 18 May 17:  
 Please note there is 1% pay rise according to National Salary Award issued by NALC and SLCC.

Date	Cheque No.	Payee and Description	Amount
18 May 17	702	CAPALC Membership fee 2017/18	£223.16
18 May 17	703	Adopt a Kiosk, payable to BT	£1.00
18 May 17	704	R Mimiene, Clerk wages May 17	£161.92
18 May 17	705	HMRC: tax deductions for Clerk's May 17 wages, payable to Post Office Ltd	£40.40
18 May 17	706	R Mimiene, Expenses on running cost of PC Apr 17	£12.58
		Total expenditure May 17	440.06

**Proposal:** **Proposed by Councillor SJR, seconded by Councillor IH, all in favour and it was Carried**  
**RESOLVED that the payments listed in 05/164.7 are to be paid.**  
 Due to shortage of the signatories tonight, Clerk will need to approach Cllrs GS and RJ Clerk separately.

05/164.8 Monthly Ferriman Road Play Area's Inspection carried out by Cllr SFdS, a hard copy filed.

**05/165 Assets – Provision/Maintenance**

05/165.1 War memorial, no update.



**05/166 Highways, footpaths, byways, gritting bin, trees, etc**

05/166.1 Nothing to report.

05/166.2 Belton's Hill vegetation cut back, outcome.

Chairman chased Highways Officer K Brockett, but no answer.

Hedge belongs to PC. PC is planning to find a local man who could cut it before CCC will do it.

*Cllr JP joins the meeting.*

05/166.3 Update regarding roadworks and replacement of crash barrier  
Notice of repairs received from Amey.

*John Blatch joins the meeting*

**05/167 Adoption of Telephone box, in process**

05/167.1 Agreement to be signed. Payment approved.

**05/168 Church grass cutting: John Blatch has enquired about keeping a ride on mower in the shed with the Bier and To further discuss contribution towards grass cutting in the Churchyard.**

05/168.1 J Blatch reported that there will be a shed installed on the church grounds.

**05/169 Update regarding Community Room**

05/169.1 Option 4 is chosen as the most suitable option and CCC is going to fund it.

Meeting with Educational Authority is set on 12 Jul 17 to discuss the process in detail. Disable access needs to be arranged too.

*1 member of the public joins the meeting.*

**05/170 Community Highways Volunteering Scheme and Community Flood Group, update from Cllr Harriman**

Nothing to report.

**05/171 Good Neighbours Scheme for Spaldwick, Cllr M Robinson**

No updates.

**05/172 To further discuss the Defibrillator for Spaldwick**

No further news.

**05/173 Village Hall**

In process.

**05/174 Correspondence**, circulated by email prior to the meeting

05/174.1 Email re: Street Naming to forward full PC.

05/174.2 It was agreed to pass the War Memorials newsletter to Cllr GS.

05/174.5 A letter from MAGPAS requesting for a donation received. Members agreed not to donate this time.

05/174.6 Bike Fest info in Leighton Bromswold to forward to full PC.

Clerk

Clerk

**05/175 Councillors' questions**

05/175.1 Photos of the Assets on the website, Cllr JP.

**05/176 Date of the next meeting: Thu 15 Jun 17 at 8pm.**

Meeting finished at 8.25pm.

*These minutes are considered draft until ratified at the next Spaldwick Parish Council meeting*

15.6.17

Date



Chairman: Steve Fane de Salis