

# SPALDWICK PARISH COUNCIL

CHAIRMAN: Steve Fane de Salis

Clerk to the Council: -  
Ms Ramune Mimiene  
24 Manchester Road  
Brampton  
Huntingdon  
PE28 4QF  
01480 535265  
[clerkspaldwick.pc@gmail.com](mailto:clerkspaldwick.pc@gmail.com)  
[www.spaldwickparishcouncil.org.uk/](http://www.spaldwickparishcouncil.org.uk/)

14 September 2018

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Thursday 20 September 2018** at **8pm** at Community Room, **Spaldwick Primary School**, to deal with the following business:

**Public and Press are invited to attend**

## NOTICE and AGENDA

**09/466 To Receive Apologies and Reasons for Non Attendance**

**09/467 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

**09/468 To Receive and Approve the Minutes of the Parish Council Meeting 19 July 2018**

**09/469 Matters arising from those Minutes**

**09/470 [Public Open Forum](#)**

*Each person wishing to address the council will be allowed to speak for a maximum of 5 minutes subject to the Chairman's discretion. This part cannot be longer than 10 minutes per item.*

**09/471 Planning**

*To consider new planning consultations:*

Proposal: Single storey extension Site Address: 8 High Street Spaldwick Huntingdon Reference: 18/01764/HHFUL – received 23 Aug 18, PC comments by 13 Sep 18 – *extension approved by HDC planners, comments by 21 Sep 18*

Proposal: Construction of 3 bay garage/car-port with office/studio over accessed via external stair & Associated landscaping. Site Address: [20 High Street Spaldwick Huntingdon](#) Reference: 18/01479/HHFUL & 18/01480/LBC– *received 2 Aug 18, PC comments by 23 Aug 18 – PC comments submitted*

Proposal: Development of a pair of semi-detached houses on land adjacent to Ivy House, Site Address: [38 High Street Spaldwick Huntingdon](#) Reference: 18/01365/FUL and 18/01366/LBC– *received 20 Jul 18, PC comments by 10 Aug 18 – PC comments submitted*

*Proposal: Replacement of the study window in the ground floor, east facing side. The state of the window is beyond repair and it was agreed with the conservation officer Louise Brown that the only solution is to fully replace the window. Site Address: [38 High Street Spaldwick Huntingdon](#) Reference: 18/01401/LBC. Received 24 Jul 18, PC comments by 14 Aug 18 - PC comments submitted*

*Consultation: None received in this period.*

*Determined by planning authority:*

- 1) 18/01401/LBC | Replacement of the study window in the ground floor, east facing side. | 38 High

**09/472 To Review the amended Standing Orders issued in July 18 by NALC**

**09/473 Finance**

09/473.1 Internal Auditor’s report and checklist, further outcome

09/473.2 To note updated Cashbook as at 31 Aug 18

09/473.3 Outcome re: Internet banking, Cllr G Smith

09/473.4 To Consider CIL Spending

09/473.5 To Consider suggested by CAPALC membership towards General Data Protection

09/473.6 To formally approve the payments already made as approved in principle at July PC and Chqs raised on 6 Aug 18:

Date	Cheque No.	Payee and Description	Amount
6 Aug 18	776	Clerk wages Aug 18	£183.90
6 Aug 18	777	Expenses on running cost of PC Aug 18	£21.16
6 Aug 18	778	HMRC: Tax deductions from Clerk’s Aug 18 wages	£28.80
		Total:	£233.86

09/473.7 Expenditure for approval 20 Sep 18:

Date	Cheque No.	Payee and Description	Amount
20/09/18	100780	PCC: Grant towards churchyard maintenance, S137	£150.00
20/09/18	100781	Wages Sep 18	£170.30
20/09/18	100782	HMRC: Tax deductions Sep 18	£42.40
20/09/18	100783	CGM: Reduce the hedge Ferriman Rd and reduce hedges and shrubs on the grassed area adjacent to the PA Fuller Close	£278.40 (inc VAT of £46.40)
20/09/18	100784	Wicksteed: Unaccompanied Inspection, detailed analysis report, Play Area	£72.00 (incl VAT of £12.00)
20/09/18	100785	S Y Webb: Grass cutting in the village, 2 <sup>nd</sup> half payment	£833.32
20/09/18	100786	Reimburse Cllr G Smith re: submission of a planning permission application for a new War Memorial	£137.00
20/09/18	100787	Anglian Water: payment for water supply at the Charity Field, (CIL money used for this payment)	£to be confirmed
20/09/18	100788	To reimburse Cllr S Fane de Salis for the payment made re: Statutory Declaration as requested by the Solicitors regarding the community Room	£5.00
		Total:	£1,688.42 (Anglian Water amount to be added)

**09/474 Dog fouling issue in the village, outcome**

**09/475 To Approve Equal Opportunity Policies and Safeguarding Adults and Children Policies**

**09/476 To Approve the Amended Standing Orders issued by NALC in July 2018 and adopted to PC use**

**09/477 General Data Protection Regulation (GDPR) to consider:**

09/477.1 Social Media and Electronic Communication Policy

09/477.2 Information & Data protection Policy

09/477.3 List of documents for Retention or Disposal

09/477.4 Subject Access Request Form

- 09/477.5 Consent Form
- 09/477.6 Privacy Notice Staff, Councillors and Role Holders
- 09/477.7 General Privacy Notice
- 09/477.8 Data Audit Schedule/ Mapping
- 09/477.9 Cyber Security Checklist
- 09/477.10 Security Incident Response Policy

**09/478 Assets – Provision/Maintenance**

- 09/478.1 Grass cutting in the village: To consider grass cutting contract for 2019
- 09/478.2 Monthly Ferriman Road Play Area's Inspection
- 09/478.3 To note and consider the outcome after the Annual Play Area Inspection carried by Wicksteed
- 09/478.4 War Memorial, Planning Application for a new War Memorial submitted to HDC, further update by Cllr G Smith
- 09/478.5 Outcome re: Chevron boards which were removed in 2017, Thrapston Road junction to the Littlecoats on the bend.
- 09/478.6 Streetlights
- 09/478.7 To Monitor School PF access gates, further outcome

**09/479 Highways, footpaths, byways, gritting bin, trees, etc**

- 09/479.1 Footpaths in the village
- 09/479.2 Overhanging hedges in the village – 1 Thrapston Rd needs a letter, letter been sent

**09/480 To discuss the state of Village Sign**, update by Cllr R Johnson

**09/481 To discuss the ownership of the Community Room and the running cost: Declaration and Lease received from the solicitors. To sign the paperwork**

**09/482 Community Highways Volunteering Scheme and Community Flood Group**, update from Cllr Harriman

**09/483 Good Neighbours Scheme for Spaldwick**, Cllr M Robinson

**09/484 To further discuss the Defibrillator for Spaldwick**

**09/485 Village Hall**

**09/486 Website:**

- 09/486.1 PC website linked with Facebook page, outcome Cllrs S Jackson-Rimmer and J Pope

**09/487 Correspondence**

**09/488 Councillors' questions**

*Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.*

**09/489 Date of the next meeting:** Thu 18 Oct 2018 at 8pm at the Community Room

Signed (Clerk) Ramune Mimiene



Date: 14 Sep 2018