

## MINUTES

Spaldwick Parish Council meeting held on Thursday 19<sup>th</sup> July 2019 at 8.00pm in Spaldwick  
Community Room  
Chaired by Mr G Smith

**Present:** G Smith, S. Jackson-Rimmer, R Johnson and one member of the public

**19/07/1 To Receive Apologies and Reasons for Non-Attendance** S Fane de Salis, (Chairman) M Robinson (Vice Chairman), I Harriman

**19/07/2 Declarations of Interests for Members (Disclosable Pecuniary Interests) – None**

**19/07/3 To Receive and Approve the Minutes of the Parish Council Meeting on 20<sup>th</sup> June 2019**

Cllr S Jackson-Rimmer proposed signing and approval of the minutes as a true record of the meeting.  
Seconded by Cllr G. Smith. Carried.

**19/07/4 Matters arising from those Minutes None**

**19/07/5 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.*

A member of the public expressed some issues regarding FP13 and is minuted in 19/07/10.1

**19/07/6 Planning**

To consider new planning consultations:

- **19/07/6.1 Parish Council Consultation – Application Ref 19/01248/LBC.**

Replacement of one front window's sashes to identically match the eight other casement sashes in the front elevation.

38 High Street Spaldwick Huntingdon PE28 0TD

Observations of Spaldwick Parish Council.

Recommend approval because the replacement will not alter the street view of this Grade 2 listed property and ongoing remedial works are necessary to protect this valuable asset

Determined by planning authority

- **19/07/6.2 Proposed two storey and single storey rear extension**

23 Ivy Way Spaldwick Huntingdon PE28 0UN

**Ref. No: 19/00949/HHFUL** | Received: Tue 07 May 2019 | Validated: Tue 07 May 2019 | Status: Approved



- **19/07/6.3 FellThe Oak at Old Rectory**

Ref No 19/01396/TRCA1 Received; Wednesday 10 July 2019, Validated; Wednesday 10 July 2019  
Status: In progress

- **19/07/6.4 T1 – Elm-**

**Remove the basal epicormics growth up to the crown break to prevent basal growth establishing and creating co-dominant weak stems**

8 Fuller Close Spaldwick

Ref 19/01313/Tree. Received Wednesday 10 July 2019. Validated Wednesday 10 July 2019. Status: In Progress.

Proposed by Cllr R Johnson, that this be carried out by a professional tree surgeon. Seconded by Cllr S. Jackson-Rimmer. Carried

## **19/07/7 Finance**

### **19/06/7.1 Current Finance Statement as at 11 July 2019 £84,120.51**

### **19/06.7.2 Expenditure for approval**

Invoice from Y.Karl for Cleaning services Spaldwick Village community room- June 2019. Total: £45.00

Approval proposed by Cllr R Johnson, seconded by Cllr S Jackson-Rimmer. Carried

## **19/07/8 General Data Protection Regulation (GDPR) various policies to consider.**

**19/07/8.1** Social Media and Electronic Communication Policy

**19/07/8.2** Information & Data protection Policy

**19/07/8.3** List of documents for Retention or Disposal

**19/07/8.4** Subject Access Request Form

**19/07/8.5** Consent Form

**19/07/8.6** Privacy Notice Staff, Councillors and Role Holders

**19/07/8.7** General Privacy Notice

**19/07/8.8** Data Audit Schedule/ Mapping

**19/07/8.9** Cyber Security Checklist

**19/07/8.10** Security Incident Response Policy

For consideration at the next meeting

## **19/07/9 Assets – Provision/Maintenance**

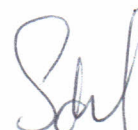
### **19/07/9.1** Monthly Ferriman Road Play Area's Inspection

Chairman S Fane de Salis reported that the hedges were overgrown and untidy.

- **19/07/9.2** To consider the Annual Play Area Inspection to be carried out by Wicksteed at a cost of £45 per play area.

Cllr M Robinson to consider options for the September meeting.

- **19/07/9.3** To consider the request from St James Church PCC to relocate the Bier to the Church and use Parish Council shed to store the petrol lawnmowers, strimmers and sit-on mower and petrol. Email confirmation from Came and Company Local Council's Insurers stating that The Bier would continue to be covered on our Policy.  
Given the condition of the Bier and potential problems moving it to the Church it was suggested that Mr W Smith who oversaw the renovation help with its relocation.





It was noted that the Church would need to check their insurance to ensure the mowers, strimmers and sit-on mower and petrol stored in the shed are fully covered.

Approval to move the Bier was Proposed by Cllr S Jackson-Rimmer, seconded by Cllr R Johnson.

#### **19/07/10 Highways, footpaths, byways, gritting bin, trees, etc**

- **19/07/10.1** Complaint received regarding footpath 13 between Easton and Spaldwick.  
A member of the public spoke about the condition of FP13 and Chairman S Fane de Salis has taken photographs which have been forwarded to HDC. The meeting was told that HDC had written to the landowner/tenant 3 months ago and will now issue a warning letter requiring urgent action.
- **19/07/10.2.** Hedges around play area and open space, quotes required from three contractors.  
It would appear that some cutting back has been done. Further work will need to be carried out and a working party organized while the PC await further quotes from contractors.
- **19/07/10.3.** It is proposed to lift the crown of the small trees which are the responsibility of PC to facilitate the grass to be cut underneath and this work is in progress.
- **19/07/10.4** Complaints received regarding grass cuttings being dumped under trees and hedges, Mount Pleasant and the Open Space.  
Chairman S Fane de Salis and Cllr G Smith investigated the issues raised and the matter has now been resolved.
- **19/07/10.5** Footpath leading Bury Close. It has been highlighted that these footpaths are considerably overgrown and will need to inform HDC Highways to come and clear the area

#### **19/07/11**

##### **19/07/11.1 Community Room. Update regarding curtains and flooring**

- Cllr G Smith is still obtaining further quotes for the carpet and will report at the next meeting.  
An order for the new curtains has been submitted and a 50% deposit, £650, was requested by the curtain maker.  
Approval was proposed by Cllr S Jackson-Rimmer and seconded by Cllr G Smith. Carried
- **19/07/11.2 Inspection of Community Room after use during the Village Fete**  
The Community Room was found to be left in a satisfactory condition

##### **19/07/12 Parish Council Laptop** - Consider replacing the laptop due to very slow response time.

As the laptop is a relatively new device it was proposed to let Cllr J Pope have a look at the machine to see what could be done in the first instance.

#### **19/07/13 Correspondence - None**

#### **19/07/14 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.*

#### **19/07/15 Date of the next meeting: Thursday 19<sup>th</sup> September 2019 at 8pm at the Community Room**



Meetings are held on the 3<sup>rd</sup> Thursday of the month, excluding August.

Meeting closed at 20:30hrs

Signed:

A handwritten signature in dark ink, appearing to be 'S. M.' or similar, written in a cursive style.

Date

19/9/19