

## **MINUTES**

**Spaldwick Parish Council meeting held on Thursday 17<sup>th</sup> September 2020 at 8.00pm by Zoom video conference call (due to current ban on social gatherings)  
Chairman Steve Fane de Salis**

Present. S Fane de Salis (Chairman), G Smith (Vice Chairman), S Jackson-Rimmer, S Parfrey, S. Cardwell (Clerk) and one member of the public

**20/09/1 To Receive Apologies and Reasons for Non-Attendance** R Johnson, J Pope, W Burcham.

It was noted that Cllr R Johnson has now missed 6 months' worth of Council meetings as he does not have the means to join the remote meetings. However, he has continued to keep abreast of Council business and participate in Council actions. As such, Cllr S Fane de Salis proposed that Cllr R Johnson continue as a Councillor; this was seconded by Cllr S Parfrey and carried unanimously.

**20/09/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)** None

**20/09/3 To Receive and Approve the Minutes of the Parish Council Meeting on 10<sup>th</sup> August 2020** (to be signed at a future meeting)- Cllr G Smith proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr S Jackson-Rimmer. Carried unanimously.

To note: Numbering error on minutes of 16<sup>th</sup> July 2020 meeting (16/07/9 should read 20/07/9 etc.)

**20/09/4 Matters arising from those Minutes** None

### **20/09/5 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- The member of the public present did not wish to address the Council.*

### **20/09/6 Planning**

To consider new planning consultations:

- 20/09/6.1

Reference	20/00289/OUT
Alternative Reference	
Application Received	Fri 07 Feb 2020
Address	Land South Of 14 High Street Spaldwick
Proposal	Proposed erection of detached bungalow at the rear of 14 High Street Spaldwick.
Status	In progress
Appeal Status	Unknown
Reference	20/00289/OUT

-Following discussions Cllr S Jackson-Rimmer proposed an amendment that the increased density of buildings and parking around the proposed bungalow are also of concern; this was seconded by Cllr S Parfrey and carried unanimously.

Cllr G Smith proposed recommending refusal of the application on the basis that the Parish Council feel that the access is unsatisfactory to serve the proposed development by reason of its inadequate width which would likely result in stopping and manoeuvring of vehicles on the

highway to the detriment of highway safety. This was seconded by Cllr S Jackson-Rimmer and carried unanimously.

Determined by planning authority: - all noted

- 20/09/6.2

- **Removal of existing fireplace surround**

38 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 20/00108/LBC | Received: Sat 18 Jan 2020 | Validated: Mon 03 Feb 2020 | Status: Approved

- **Conditional Information for 19/00012/HHFUL and 19/00013/LBC: C3 and C4 (Roof), C5 (Doors/Windows), C6, C7, C8, C9, C11 (Material Samples), C10 (Electric Gate)**

18 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/80386/COND | Received: Thu 05 Dec 2019 | Validated: Tue 10 Dec 2019 | Status: Condition Reply

- **G1 Limes : Raise over drive to 3 metres. To allow clearance over driveway.**

The Old Rectory Pound Close Spaldwick Huntingdon PE28 0TB

Ref. No: 20/01299/TREE | Received: Fri 10 Jul 2020 | Validated: Fri 10 Jul 2020 | Status: Approved

- **T1 Elm (driveway): Re pollard. Mature tree historically and regularly pollarded to prevent stem failure. T2 and T3 Limes (adjacent outbuilding): Raise crowns to circa 4m and remove sucker growth. Maintenance to allow clearance beneath trees. T4 Cherry: Reduce crown by circa 2m to shape. Small ornamental tree adjacent to patio. Works to maintain size. T5, T6, T7 and T8 Limes (East boundary): Raise crowns to circa 3 metres. Maintenance to allow clearance beneath trees.**

Church House 4 Pound Close Spaldwick Huntingdon PE28 0UH

Ref. No: 20/01240/TREE | Received: Fri 10 Jul 2020 | Validated: Fri 10 Jul 2020 | Status: Approved

20/09/6.3 To respond to NALC Planning for the Future White Paper questionnaire- no comments.

20/09/6.4 Highways- Planning for Future: Planning White Paper - to consider the consultation documents and submit responses on behalf of your Town or Parish Council- Cllr S Parfrey volunteered to look into this.

### **20/09/7 Finance**

- 20/09/7.1 To note: Account balance at 28.08.20: **£76,205.64**- noted (most recent balance available)
- 20/09/7.2 To note receipt of CCC Village Maintenance contribution 2020/21 Spaldwick- **£498.13**- noted.

- 20/09/7.3 Update regarding viewing access for Clerk for the bank accounts to be able to monitor payments independently- no further update, branch visit to be arranged when possible.
- 20/09/7.4 To note and approve: VAT reclaims to be submitted by Clerk for 2018-2019- documents Circulated- Clerk confirmed £613.06 to be reclaimed for 2018-19 and £328.42 for 2019-20- noted.
- 20/09/7.5 To note renewal of ESPO electricity contract- payment to be made- Clerk noted that she has requested the sign-in details to be able to view the account detail- noted.
- 20/09/7.6 To note and approve: Income and expenditure against the budget (file circulated)- Cllr G Smith proposed approval, seconded by Cllr S Jackson-Rimmer and carried unanimously.
- 20/09/7.7 To note and approve: Community room receipts and payments document for Q1 (circulated)- Cllr G Smith proposed approval, seconded by Cllr S Jackson-Rimmer and carried unanimously.
- 20/09/7.8 To note and approve Q1 financial reconciliation (circulated)- Cllr G Smith proposed approval, seconded by Cllr S Parfrey and carried unanimously.
- 20/09/7.9 To note CIL spending (item deferred from July meeting-document circulated accordingly)- noted.
- 20/09/7.10 To agree internal auditor for 2020/2021 (Currently M. Williamson)- Cllr S Fane de Salis proposed the Council continue with their current auditor, seconded by Cllr S Parfrey and carried unanimously.

#### **Expenditure for approval 17<sup>th</sup> September 2020:**

- 20/09/7.11 Clerk's wages (July – September including expenses of £21.84 for travel and stamps): **£670.38**, (S.Cardwell: £540.78, HMRC £129.60)- Cllr S Parfrey proposed approval, seconded by Cllr G Smith and carried unanimously.
- 20/09/7.12 Mijan invoice 525 for Internal audit **£70.00**- Cllr S Fane de Salis proposed approval, seconded by Cllr S Jackson-Rimmer and carried unanimously.
- 20/09/7.13 Additional Grasscutting for Fuller Close agreed at last meeting **£66.00** balance remaining until the end of the season- Deferred, Clerk to check with Grasscutters.
- 20/09/7.14 Invoices 1274 & 1301 from Cambridgeshire Garden & Property Maintenance for dog bag post installation- 2 x £65.47= **£130.94** total- Cllr S Jackson-Rimmer proposed the same company be used for installation of the second post, seconded by Cllr S Parfrey and carried unanimously. Cllr S Jackson-Rimmer then proposed payment for the installation of the second post, seconded by Cllr S Parfrey and carried unanimously.
- 20/09/7.15 SLCC membership payment - Clerk to be reimbursed the **£150.00** (subscription cost previously approved in July)- Cllr S Fane de Salis proposed payment, seconded by Cllr G Smith and carried unanimously.
- 20/09/7.16 Renewal of insurance (currently within 3-year agreement in place until September 2021). Updated documents circulated with agendas– **£365.33**- renewal due by 1<sup>st</sup> October- Cllr G Smith proposed payment, seconded by Cllr S Parfrey and carried unanimously.

#### **20/09/8 Assets – Provision/Maintenance**

- 20/09/8.1 Monthly Ferriman Road Play Area's Inspection – to note: stumps around the play area have now been removed by Cllr R. Johnson, with the exception of one that he could not get out. The area has been seeded. Cllr S Fane de Salis confirmed that he had completed the monthly check of the playpark
- 20/09/8.2 To discuss future areas for grass-cutting on Fuller Close- It was discussed that the only additional area required to be cut would be the one beside the play area on Fuller Close.

#### **20/09/9 Highways, footpaths, byways, gritting bin, trees, etc.**

- 20/09/9.1 Issue of motorcyclists using byways during winter months- signs require updating to prevent this- HDC investigating, Clerk to provide update- HDC have confirmed they will investigate getting some of the extra Capital budget to finance this.
- 20/09/9.2 Discussion regarding the location of the Bus Stop on High Street (issue of parked vehicles) & the suggestion to add an additional stop on Stow Rd- update from Clerk- awaiting site visit.
- 20/09/9.3 Update regarding dog poo bag dispensers from Cllr Jackson-Rimmer- Both posts are installed and the dispensers being used.
- 20/09/9.4 To discuss the LHI scheme (upcoming deadline- Sunday 27<sup>th</sup> September 2020)- It was discussed that some options could be proposed for next year's scheme.
- 20/09/9.5 To note: Confirmation of highways report: Footpath 15, Spaldwick- footpath from the bridge going North (at least 700 metres) & South from the bridge to the concrete road is either overgrown with weed or crops which means the FP is not passable or missing- needs cutting- Noted.
- 20/09/9.6 Renewal of the Huntingdonshire Dog Control PSPO- online survey can be completed on behalf of the Parish Council- Consultation will remain open until 30 September 2020- noted.
- 20/09/9.7 Highways Community Gritting Scheme applications for Winter 2020 – 2021- volunteers are requested if anyone would like to join the scheme more information can be obtained from their webpage- completed forms to be received by 31<sup>st</sup> October 2020- noted.
- 20/09/9.8 Road Verge Management Enquiry from The Flood Risk and Biodiversity Team at Cambridgeshire County Council- to consider whether the Parish would like to trial a new cutting regime for protected road-side verges- Following discussions, the Council decided not to pursue this.
- 20/09/9.9 Update regarding locked gates on some of the Byways around Spaldwick, (Long Lane and Cockway Lane)- HDC have confirmed that the gates were initially kept locked due to movement restrictions during the Covid-19 pandemic & the decision made not to reopen this late in the season. A complaint has also been received by the Parish Council about motorcyclists speeding along Long Lane; this is a matter for the police.

### **20/09/10 Community Room**

- 20/09/10.1 To discuss reopening of the Community Room- deferred.
- 20/09/10.2 PAT Testing update from Cllr Pope (deferred while not in use)- deferred.
- 20/09/10.3 Update from Cllr Pope regarding timers for radiators in the Community room (deferred while not in use)- deferred.
- 20/09/10.4 Further Discussion of Defibrillator- update from Cllr Parfrey- A third quotation (from London Hearts) was presented to the Council. Cllr S Parfrey proposed that the East of England Ambulance Service Trust offer be pursued on the basis of the training offered, local experience and it being the cheapest and most appropriate; this was seconded by Cllr S Fane de Salis and carried unanimously. Cllr S Parfrey further proposed that a locked box was the best option for the defibrillator, this was seconded by Cllr S Jackson-Rimmer and carried unanimously. Cllr S Parfrey is to pursue the possibility of a Woolley Wind Farm grant and the location for the defibrillator is still to be decided.

**20/09/11** Update regarding official domain email addresses for the Council from Cllr Pope- deferred. Cllr S Parfrey to pursue.

**20/09/12** To discuss Accessibility Statement which is required from 23.09.20 and changes going forward- Clerk to contact Cllr J Pope and to place statement on website.

**20/09/13** The Local Electricity Bill's Reintroduction- to consider whether SPC would like to support the bill- Deferred- brief summary to be prepared by Clerk for the next meeting.

**20/09/14** Any items for the next edition of Spaldwick News- no new items.

**20/09/15 Correspondence** (-previously circulated)

- 20/09/15.1 CAPALC: Chief Exec Bulletin - 3rd August 2020
- 20/09/15.2 CAPALC: For Circulation August Bulletin - Funding Streams, Website Accessibility and Training Sessions
- 20/09/15.3 CAPALC: !!READ NOW!!- Amendments to Temporary Regulations 2020 - L01-20 Local Authorities and Police and Crime
- 20/09/15.4 CAPALC: Chief Exec Bulletin - 10th August 2020
- 20/09/15. 5 CAPALC: Time Critical  - Planning White Paper Consultations
- 20/09/15.6 Time Critical - Planning White Paper Consultations - Additional Information
- 20/09/15.7 CAPALC: Planning Webinars - Delivered via Zoom
- 20/09/15.8 BMI Can Do It: Join the movement- 13<sup>th</sup> August
- 20/09/15.9 CCC Highways: Community Gritting Scheme applications for Winter 2020-2021
- 20/09/15.10 HDC: Planning for Future: Planning White Paper
- 20/09/15.11 CCC Flood Risk and Biodiversity Team: Road Verge Management Enquiry
- 20/09/15.12 Power for People: Update: The Local Electricity Bill's Reintroduction
- 20/09/15.13 NALC Chief Exec Bulletin - 17/8/20
- 20/09/15.14 Update from the Acting Police and Crime Commissioner: Parish, Town and City Council briefings [OFFICIAL]- 21/08/20
- 20/09/15.15 Changes to Local Bus Services- 24/08/20
- 20/09/15.16 CAPALC-Salary Award for 2020/2021 & NALC legal Briefing- 28/08/20
- 20/09/15. 17 NALC Chief Exec Bulletin - 1/9/20
- 20/09/15.18 CAPALC- Training Sessions - September to December 2020- 7/9/20
- 20/09/15.19 CAPALC- September Bulletin - Funding Streams, Website Accessibility and Training Sessions- 10/09/20
- 20/09/15.20 CAPALC- NALC Session - Leaders talk: Planning for the future- 10/09/20
- 20/09/15.21 HDC- Raising awareness of food waste- 11/09/20

**20/09/16 Councillors' questions-** Consideration of a Zoom subscription to be put as an agenda item for next month. Cllr S Parfrey to research.

**20/09/17 Date of the next meeting: Thursday 15<sup>th</sup> October 2020 at 8pm-** to be held remotely via Zoom unless the current situation changes

Meeting closed at 21.10hrs.

Signed:

Chairman

Date: