

MINUTES

Spaldwick Parish Council meeting held on Thursday 21st February 2019 at 8.00pm in Spaldwick Community Room Chairman Steve Fane de Salis

Present. S Fane de Salis (Chairman), M Robinson (Vice Chairman), G Smith, I Harriman, R Johnson, County Councillor Ian Gardener and seven members of the public.

19/02/1 To Receive Apologies and Reasons for Non-Attendance J Pope, S Jackson-Rimmer

19/02/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)

19/02/3 To Receive and Approve the Minutes of the Parish Council Meeting on 17th January 2019

19/02/4 Matters arising from those Minutes

19/02/5 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.

County Councillor Ian Gardener provided an update:

- The Alconbury Weald Civic Hub will hold a public open event on Thursday 28th February between 4pm and 8pm (postcode PE28 4XA) to show what the new County Council main administration staff building will be like.
- There is currently plenty of interest in buying/leasing Shire Hall.
- Steve Alexander (steve.alexander@highways.gov) is the interim Highways contact as successor to Jo Challis.
- Hunts registry Service (for births, marriages, deaths) will be moving into the library; Lawrence Court will continue as the place where ceremonies will be held.
- At the budget meeting the County Council agreed a 2.99% increase on Council Tax, plus a 2% increase for Adult Social Care. The increase is partly due to inflation and increased demand pressures across service areas, in particular Adult & Children's Social Care funding.
- There is additional funding from the government and from Highways (for potholes etc.)
- Last month 1100 potholes were repaired by dragon patches; Cllr Gardener urged people to use the online reporting tool.
- Consideration should be given soon to Local Highway Bids for next year; an engineer visit can be arranged if required.
- CFRS was rated as at a good standard and one of the best two performing Fire Authorities of 14 inspected by Her Majesty's Inspectorate.
- Ofsted also a very good report across the County.
- Paint can be taken to recycling centres to be mixed and used again (for charities etc.)
- The Mayor is looking at a strategic bus service review but for this year services will remain unchanged.
- Electric charging points are being looked at by various villages.
- No further update regarding the heating scheme discussed in December.
- A village in the County is discussing a grant for getting solar panels for their village Hall.
- Cllr Gardener has put in an objection to the new catchment arrangements for Hinchingsbrooke School (which would affect Spaldwick students).

Residents spoke to raise concerns regarding the proposed development of a pair of semi-detached houses on the Land East of Ivy House (item 19/02/21.4):

- A resident expressed that they had no objections to one large house but that two houses weren't appropriate, that a 5m opening in the brick wall would harm the significance of Ivy House but that a 3m opening would only be suitable for one house and that they would like a fitting neighbour to Ivy House to preserve the nature of a listed building.
- Another resident noted that there are no other semi-detached houses in the area, that there is limited allocated parking and that two houses would require double the parking, that the reduced wall opening would leave larger vehicles unable to enter the development, that it would be a hazard for traffic turning left and residents of Ivy House and that the semi-detached properties would result in traffic and light disruption to other households.
- A third resident with a boundary to the proposed new development stated that two houses would result in double the noise and smells (e.g. from BBQs) for neighbours and that with the current housing that is in place, during inclement weather the pumping station already doesn't cope, with sewerage pipes backing up along Ivy Way, and that two further houses would result in double the additional load of waste water.

19/02/6 Planning

To consider new planning consultations:


- **19/02/6.1** [Replacement of windows, restoration of internal lime plaster, laying of pammets, rebuilding of chimney and erection of white picket fence.](#) 

38 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/00001/LBC | Received: Wed 02 Jan 2019 | Validated: Fri 01 Feb 2019 | Status: In progress

(Council views to be received by 27th February)

- Spaldwick Parish Council recommends approval because the proposed works are like for like, in order to restore a listed building to the same condition it was in prior to water damage.
Proposal: Proposed by Cllr R Johnson, seconded by Cllr I Harriman. All in favour and it was RESOLVED that the proposal be approved. Carried.


- **19/02/6.2** [Conversion of existing rear outbuilding to garden room and storage area. Internal alterations to utility room, lobby and WC area. Erection of boundary wall. Erection of double garage.](#) 

18 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/00013/LBC | Received: Fri 04 Jan 2019 | Validated: Fri 01 Feb 2019 | Status: In progress

(Council views to be received by 26th February)

- Spaldwick Parish Council recommend approval based on the works being for the purpose of renovating the building to the correct standard.
Proposal: Proposed by Cllr M Robinson, seconded by Cllr G Smith. All in favour and it was RESOLVED that the proposal be approved. Carried.

- **19/02/6.3** [Conversion of existing rear outbuilding to garden room and storage area. Internal alterations to utility room, lobby and WC area. Erection of boundary wall. Erection of double garage.](#) 

18 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/00012/HHFUL | Received: Fri 04 Jan 2019 | Validated: Fri 01 Feb 2019 | Status: In progress

(Council views to be received by 26th February)

- Spaldwick Parish Council recommend approval based on the works being for the purpose of renovating the building to the correct standard.
Proposal: Proposed by Cllr M Robinson, seconded by Cllr G Smith. All in favour and it was RESOLVED that the proposal be approved. Carried.

- **19/02/6.4** [Development of a pair of semi detached houses](#) 

Land East Of Ivy House High Street Spaldwick

Ref. No: 19/00211/FUL | Received: Mon 04 Feb 2019 | Validated: Mon 04 Feb 2019 | Status: In progress

(Council views to be received by 1st March)

- Spaldwick Parish Council recommends refusal because access is not addressed correctly in line with Highways and DMC advice. Additionally, the wall has been shortened so Ivy House residents will see wooden fencing (the Council propose that if the application is approved that they revert to the original length).
Proposal: Proposed by Cllr R Johnson, seconded by Cllr G Smith, all in favour and it was RESOLVED that the proposal be refused. Carried.

- **19/02/6.5** [Single storey rear extension.](#) 

16 Burton Way Spaldwick Huntingdon PE28 0YY

Ref. No: 19/00283/HHFUL | Received: Thu 14 Feb 2019 | Validated: Mon 18 Feb 2019 | Status: In progress

(Council views to be received by 13th March)

- Spaldwick Parish Council recommend approval based on the works being in keeping with other planning applications for properties in the area.
Proposal: Proposed by Cllr I Harriman, seconded by Cllr M Robinson. All in favour and it was RESOLVED that the proposal be approved. Carried.

Determined by planning authority:

- Cllr S Fane de Salis raised that the application for Beech House, High St. has been approved. 18/02616/HHFUL, Retrospective replacement and relocation of vehicular access gates and erection of picket fence.

19/02/7 Finance

- 19/02/7.1** Expenditure for approval 21st February 19:
C and I W Harriman £89.10 Purchase of Henry vacuum

S Fane de Salis £43 Purchase of key lock
S Cardwell £2.25 expenses (missed from last claim)

- **Proposal: Proposed by Cllr R Johnson, seconded by Cllr G Smith, all in favour and it was RESOLVED that payment be made.**

19/02.7.2 Clerks wages £180.70

HMRC £43.80

Expenses £2.25

- **Proposal: Proposed by Cllr S Fane de Salis, seconded by Cllr G Smith, all in favour and it was RESOLVED that that payment be made.**

19/02/7.3 Cambs ACRE membership renewal- overdue £57.00 subscription for the coming year – renewal approved on the basis that the service provides useful information relating to community assets. **Proposed by Cllr G Smith, seconded by Cllr S Fane de Salis.**

19/02/7.4 Cambs County Council invoice for Street Lighting- Street Lighting Energy for Spaldwick Parish Council for the period 01/10/17 to 30/09/18. £54.94. Payment due date: 10/03/2019- SPC asked for the lighting to be put in so payment to be approved. **Proposed by Cllr M Robinson, seconded by Cllr I Harriman.**

19/02/7.5 Precept confirmation email- noted, same as last year.

Thank you for your Notified Precept of:	£10405
Tax Base for Area (Equated number of Band D Properties)	251
Band D Charge (to cover Local Council Precept)	£41.45

19/02/7.6 Progress Monitoring Form for Grants Officer from Cambs Community Foundation- Grant or War Memorial awaiting planning approval. Cllr G Smith provided update that the planning department is approximately one week away from granting permission but that a listed building consent application is now required.

19/02/8 General Data Protection Regulation (GDPR) to consider:- deferred.

19/02/8.1 Social Media and Electronic Communication Policy

19/02/8.2 Information & Data protection Policy

19/02/8.3 List of documents for Retention or Disposal

- 19/02/8.4** Subject Access Request Form
- 19/02/8.5** Consent Form
- 19/02/8.6** Privacy Notice Staff, Councillors and Role Holders
- 19/02/8.7** General Privacy Notice
- 19/02/8.8** Data Audit Schedule/ Mapping
- 19/02/8.9** Cyber Security Checklist
- 19/02/8.10** Security Incident Response Policy

19/02/9 Assets – Provision/Maintenance

- 19/02/9.1** Monthly Ferriman Road Play Area's Inspection- no action to take until we prepare a painting schedule. Hedges around open space and play area- It was discussed that the contractor did not complete the work on the open space last year and that payment of their invoice had been refused on that basis; Council currently awaiting an update. Could obtain quotes from various companies for hedge cutting but Cllrs Harriman and Fane de Salis to assess at the weekend before a decision is made.
- 19/02/9.2** Providers for Playground Inspections (correspondence from David Bracey Play Safety Inspections & Emily at Playforce- SPC happy to continue with annual check from Wicksteed given that they provided good reports previously.
- 19/02/9.3** Wicksteed Match-Funding caption competition- Clerk to re-forward email to Councillors.
- 19/02/9.4** Listing of Spaldwick War Memorial confirmed by Historic England- previously discussed above.

19/02/10 Highways, footpaths, byways, gritting bin, trees, etc.

- 19/02/10.1** Track Clearing- responsibility regarding Long Lane following resident contact with SPC and Highways- Vehicular access difficulty complaint received from resident after Highways denied responsibility. Online complaint logged by Cllr S Fane de Salis with Highways responding that they could not see an issue. Cllrs Harriman and Fane de Salis to assess visually but the Parish Council does not own Long Lane so it is Highways' responsibility.

19/02/11 Community Room

- 19/02/11.1** To discuss cleaning job applications received & the role- closed meeting item. To resolve that the press and public be excluded from the meeting because the business to be transacted contains sensitive information- resolved.
- 19/02/11.2** Booking process, charges for additional cleaning of the room following a booking, key safe code management, cancellation policy- Discussed bookings being noted in the calendar by function rather than by names, return of payment following a cancellation and deposit for single-use bookings.
- 19/02/11.3** Storage and communal use of resources- some storage available in the cupboard, accessible by key.

19/02/12 Website:

19/02/12.1 Photos of the community room to be added so people can visualize the space and facilities in advance of booking? – defer to after quotations received for cosmetic improvements to the room.

19/02/13 Correspondence- noted.

19/02/13.1 UK power networks letter

19/02/13.2 Spaldwick News content

19/02/13.3 Cambs County Council Bus Service Information

19/02/13.4 Hunts Forum Annual Conference + AGM invitation

19/02/13.5 Open letter from NALC

19/02/13.6 Keep Britain Tidy Event

19/02/13.7 Flood Risk & Biodiversity newsletter

19/02/14 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.

- Cllr M Robinson to research defibrillator and provide details for next meeting.

19/02/15 Date of the next meeting: Thursday 21st March 2019 at 8pm at the Community Room

Signed (Chairman):

Date: