

MINUTES

Spaldwick Parish Council meeting held on Thursday 15th April 2021 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), S Jackson-Rimmer, S Parfrey, W Burcham, County Councillor I Gardener, S. Cardwell (Clerk) and three members of the public

The meeting began with the Chairman reading a statement about Prince Philip, the Duke of Edinburgh and expressed condolences following his death; this was followed by a one-minute silence.

21/04/1 To Receive Apologies and Reasons for Non-Attendance- G Smith (Vice Chairman), R Johnson, J Pope

21/04/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)- none.

21/04/3 To Receive and Approve the Minutes of the Parish Council Meeting on 18th March 2021 (to be signed at a future meeting)- Cllr S Parfrey proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr W Burcham and carried unanimously.

21/04/4 Matters arising from those Minutes- none.

21/04/5 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 Cllr I Gardener addressed the Council to update everyone on the latest Covid figures and to provide details regarding the meeting to discuss safety of the A14 junctions (item 21/04/9.6 on the agenda) which has resulted in a site visit being arranged, with a further meeting to follow. County Cllr Gardener advised that the District Leisure centres are reopening and business restart grants will begin, as will dualling of the A428 at Cambourne by Highways England. A meeting to discuss bus 'ordering' has been rescheduled for mid-May. (Note: full report attached.)

Cllr S Fane de Salis asked about the phasing issue regarding the Brampton Hut traffic lights which has been raised locally and County Cllr Gardener offered to contact Highways England on behalf of the Council for the issues to be addressed. Cllr S Jackson-Rimmer advised the Council that they are awaiting Traffic sequence monitors to try and solve the problem.

21/04/6 Planning

To consider new planning consultations: - both noted, no comments required.

21/04/6.1

Conditional Information for 20/02155/FUL: C4 (Archaeology), C6 (Materials), C14 (Engineering Scheme for Access)

Land East Of Ivy House High Street Spaldwick

Ref. No: 21/80108/COND | Received: Wed 17 Mar 2021 | Validated: Wed 17 Mar 2021 | Status: In progress

21/04/6.2

Single storey extension to dwelling

8 Ivy Way Spaldwick Huntingdon PE28 0UN

Ref. No: 21/00379/CLPD | Received: Thu 18 Feb 2021 | Validated: Fri 19 Mar 2021 | Status: In progress

Determined by planning authority:- noted.

21/04/6.3

TP1 - Norway Maple: Fell. Tree is in poor condition. Historical works have already removed most limbs. Very low amenity value.

TP2 - Norway Maple: Fell because of excessive shading and low amenity value

7 Thrapston Road Spaldwick Huntingdon PE28 0TA

Ref. No: 21/00457/TRCA | Received: Sun 28 Feb 2021 | Decision Issued Date: Thu 01 Apr 2021 | Status: Approved

21/04/7 Finance

21/04/7.1 To note: Account balance at 08.04.21: £74,749.90- noted.

21/04/7.2 Update from Clerk regarding bid for Huntingdonshire District Council's next Community

- Infrastructure Levy (CIL) funding round and the necessary paperwork- no further update.
- 21/04/7.3 Update regarding viewing access for the Clerk for the bank accounts- no further update.
- 21/04/7.4 New bank signatory to be agreed- Cllr S Fane de Salis advised that a new bank signatory will be required in a couple of months when Vice Chairman Cllr G Smith intends to stand-down as a Councillor; Cllrs S Parfrey and W Burcham volunteered. Cllr S Fane de Salis will send details for the Clerk to arrange.
- 21/04/7.5 To discuss reimbursement for grass treatment of Play Area by R.Wallace- £57.60- Cllr S Fane de Salis proposed the resident who kindly did the treatment be reimbursed for the materials; this was seconded by Cllr S Parfrey and carried unanimously.
- 21/04/7.6 To note and approve: Q4 Income and expenditure against the budget (file circulated prior to meeting)- Cllr S Jackson-Rimmer proposed approval, seconded by Cllr W Burcham and carried unanimously.
- 21/01/7.7 To note and approve: Q4 Community room receipts and payments document (file circulated prior to meeting)- Cllr S Parfrey proposed approval, seconded by Cllr W Burcham and carried unanimously.
- 21/01/7.8 To note and approve Q4 financial reconciliation (file circulated prior to meeting))- Cllr S Jackson-Rimmer proposed approval, seconded by Cllr S Parfrey and carried unanimously.
- 21/01/7.9 Internal audit update- Clerk updated the Council to say she has sent three emails regarding the internal audit but has not yet received confirmation as to when the audit can be completed. She will continue to chase.

Expenditure for approval 15th April 2021:

- 21/04/7.10 Clerk's wages (Mar-Apr): **£305.52** (S.Cardwell: £305.52, HMRC £0.00)- Cllr S Fane de Salis proposed payment; this was seconded by Cllr W Burcham and carried unanimously.
- 21/04/7.11 Grass-cutting- Payment to CGM: **£200 + VAT** - Cllr S Fane de Salis confirmed the second cut had been completed earlier that day but that due to a new system the first invoice has not yet been received. He proposed payment and this was seconded by Cllr S Jackson-Rimmer and carried unanimously.
- 21/04/7.12 Total Energy invoices (Accounts 3006069330 & 3006069341)- Clerk advised she had received confirmation that there are no unpaid invoices currently on the accounts.

21/04/8 Assets – Provision/Maintenance

- 21/04/8.1 Monthly Ferriman Road Play Area's Inspection- Cllr S Fane de Salis confirmed the monthly inspection has been completed and the replacement caps fitted.
- 21/04/8.2 To consider reducing the crown of the small trees at the Play Area- It has been noted that the trees around the play area might need cutting. Cllr S Fane de Salis will approach Cllr R Johnson as he is the tree warden.
- 21/04/8.3 Update regarding the village noticeboard which has been damaged- No update yet from Cllr R Johnson, however, Cllr W Burcham advised that the backing board is starting to disintegrate. The Clerk was requested to get three quotes for next meeting.
- 21/04/8.4 Update in relation to concerns raised by The War Memorials Trust- Cllr S Fane de Salis has sent an email updating the War Memorials Trust on the issues previously encountered. Cllr W Burcham volunteered to take over as the contact regarding the War Memorial.

21/04/9 Highways, footpaths, byways, gritting bin, trees, etc.

- 21/04/9.1 Progress update regarding funding for signs to prevent motorcyclists using byways during winter Months- no further update.
- 21/04/9.2 Update regarding additional Bus stop on Stow Rd.- deferred pending the trial of 'ordering' buses and current pandemic restrictions- As per County Cllr I Gardener's update, the meeting to discuss this has been postponed until mid-May.
- 21/04/9.3 MVAS Flashing Speed Sign- update from Clerk regarding moveable post and NAL sockets order- Clerk advised she is still waiting on costings from Highways who are struggling to get a quote from their contractor for parts; they have said that there may be a spare unit in their stores though. Clerk to continue to pursue and to contact Ellington Parish Council (who have recently installed an MVAS) for help with forms if required.
- 21/04/9.4 To note: M. Ager has provided an update that the Footpath 16 issue (Stile missing allowing unrestricted entry to A14 East bound carriageway)- has been passed to Highways England to investigate and resolve asap- Highways have confirmed this will be looked into.
- 21/04/9.5 To discuss the ongoing issue of a missing stile (resulting in a blocked path or escaped horses)

raised twice with the County Council footpaths coordinator to establish a way of moving forward
-The footpaths coordinator confirmed earlier in the week that the farmer intends to replace ASAP.

- 21/04/9.6 Update regarding meeting arranged by MP Shailesh Vara and County Cllr I Gardener with Highways England regarding junction improvements to the A14 near Spaldwick- Cllr S Fane de Salis confirmed he attended the meeting to address dangerous junctions on the A14 and requested the short slip road on the A14 Westbound at Spaldwick be included in the site visits.
- 21/04/9.7 Update regarding Speedwatch- Cllr S Jackson-Rimmer advised that Speedwatch sessions are now permitted again and that there is a new coordinator at Huntingdon Police HQ. Refresher training is to be sourced for Cllr S Jackson-Rimmer and two other volunteers; additional volunteers are also required so an appeal is to be made via Facebook and the Spaldwick News.
- 21/04/9.8 Local Highway Improvement (LHI) update- Cllr S Jackson-Rimmer has spoken to County Cllr I Gardener about this and one suggestion was to look at a 20mph speed limit near the school.
- 21/04/9.9 To discuss the poor condition of the speed limit signs in Stow Road- One of the signs is barely legible so the issue has been reported online by Cllr S Fane de Salis to the County Council.

21/04/10 Community Room

- 21/04/10.1 To discuss reopening of the Community Room (website documents and calendar to be updated for hire. Latest Cambs ACRE template documents to be circulated by Clerk prior to meeting.)- Cllr S Fane de Salis confirmed the cleaning products ordered have arrived and are at the Community Room. Documents were circulated by the Clerk, including updated risk assessments for re-opening and Cllr S Parfrey will print and laminate the required posters for display.
- 21/04/10.2 PAT Testing update from Cllr Pope (deferred while closed)- Clerk to speak to Cllr J Pope regarding the PAT testing to be completed.
- 21/04/10.3 Update from Cllr Pope regarding timers for radiators in the Community room (deferred while Closed- Clerk to speak to Cllr J Pope.
- 21/04/10.4 To note: Fire Extinguisher Service for Spaldwick Community Room- booked for 9am on 22nd June- Clerk to check with Cllr G Smith whether someone needs to meet them there.
- 21/04/10.5 Following the resignation of our current cleaner for the Community Room, a replacement cleaner will be required from 1st July- Clerk requested to find previous advert for the job and add to Facebook and send to the Spaldwick News.
- 21/04/10.6 To note: Use of Community Room for Police and Crime Commissioners elections on 6th May- Noted, room to be prepared accordingly for re-opening.

21/04/11 Further Discussion of Defibrillator- update including grant application and funding options- Cllr S Parfrey confirmed he has spoken to the people that offered to fund the defibrillator. He has also spoken to the landlord of the Public House to enquire about The George as a potential location. Following discussions Cllr S Parfrey proposed the pub be put forward as the preferred (central village) location with the Community Room as the alternative. This was seconded by Cllr W Burcham and carried unanimously. Conservation requirements will now need to be investigated in relation to the pub.

21/04/12 Update regarding official domain email addresses for the Council- no further update.

21/04/13 Update regarding the potential for the mobile Post Office van which visits local villages to come to Spaldwick- Cllr S Parfrey advised he is awaiting a reply to his Royal Mail Central enquiry.

21/04/14 To discuss the potential return to face-to-face meetings should the government not extend the current legislation for virtual meetings (no wifi to facilitate hybrid meetings)- Clerk updated the Council to say that the government have confirmed there will not be an extension to the virtual meetings legislation. As discussed at last month's meeting the May meeting of the Parish Council could be brought forward to be held virtually on the first, rather than third Thursday of the month; this would enable the Annual Parish Council meeting, in accordance with standing order 5b, to be held via Zoom prior to the legislation expiring on the 7th May. Clerk advised that the AGAR might not be able to be signed at this meeting as initially intended as it will depend on when the internal audit is conducted. Following discussions regarding the return to face-to-face meetings and the

church being offered as a larger venue should it be required, the potential for there to be no meeting in June and for powers to be delegated to the Clerk, D. Stowell advised the Council that there is a judicial review ongoing regarding virtual meetings and a decision will be made on the 29th April which might serve to clarify the situation. Cllr S Fane de Salis proposed that the Annual Parish Council meeting be held virtually via Zoom on the 6th May; this was seconded by Cllr S Jackson-Rimmer and carried unanimously.

21/04/15 To note: Grafham and Ellington are producing a joint Neighbourhood Plan- comments are invited by 30th April- noted.

21/04/16 To note: Clerk will be attending SLCC Virtual Regional Training Seminar on 21st April 10-4pm and has enrolled for the ILCA (Introduction to Local Council Administration) qualification- noted.

21/04/17 Update regarding Website accessibility- Clerk advised that when the policies are reviewed at the Annual meeting of the Parish Council, these will be uploaded to the website in accessible format and the WAVE tool run again to reassess the status of the website in relation to accessibility.

21/04/18 Any items for the next edition of Spaldwick News- Clerk to contact regarding a new cleaner for the Community Room.

21/04/19 Correspondence (-previously circulated)- noted.

21/04/19.1 UK Cycling Events: Cambridgeshire ARUK Classic Sportive - 14th August - Event Plan- 12/03/21

21/04/19.2 CCC & HDC: Huntingdonshire Area Workshops (Working Better Together)- 12/03/21

21/04/19.3 Office for National Statistics: Census 2021 is this weekend! - 15/03/21

21/04/19.4 CPCA: Transfer of public transport function to Cambridgeshire and Peterborough Combined Authority- 15/03/21

21/04/19.5 Grafham and Ellington Neighbourhood Plan- 15/03/21

21/04/19.6 There's still time to complete Census 2021- 24/03/21

21/04/19.7 CAPALC: Code of Conduct - Training on the revised Code for 2021- 24/03/21

21/04/19.8 Passenger Transport: Forthcoming Stagecoach service changes- 29/03/21

21/04/19.9 HDC: Notices of Election - 6 May 2021- 29/03/21

21/04/19.10 CAPALC: April bulletin- 06/04/21

21/04/19.11 HDC: Join the Great British Spring Clean 2021! - 06/04/21

21/04/20 Councillors' questions

21/04/21 Date of the next meeting: TBC- The Annual Meeting of the Parish Council will be held virtually via Zoom on Thursday 6th May.

Meeting closed at 8.54pm.

Signed:

Date:

Chairman