MINUTES

Spaldwick Parish Council meeting held on Thursday 15th July 2021 at 8.00pm in Spaldwick Community Room, Spaldwick Primary School.
Chairman Steve Fane de Salis

Present. S Fane de Salis (Chairman), J Pope, S Parfrey, S. Cardwell (Clerk)

21/07/1To Receive Apologies and Reasons for Non-Attendance- G Smith, S Jackson-Rimmer, R Johnson, W Burcham, County Councillor I Gardener

21/07/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)- None

21/07/3 To Receive and Approve the Minutes of the Parish Council Meeting on 24th June 2021- Cllr J Pope proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr S Parfrey and carried unanimously.

21/07/4 Matters arising from those Minutes- none.

21/07/5 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- no members of the public present.

21/07/6 Planning

To consider new planning consultations:
None- Clerk to request an extension for comments on new applications 21/01500/HHFUL & 21/01501/LBC submitted by Cllr Parfrey.

Determined by planning authority:- both noted.

21/07/6.1
Reference: 21/00930/CLPD
Application Received: Wed 21 Apr 2021
Address: 9 Littlecotes Close Spaldwick Huntingdon PE28 0UL
Proposal: Single storey rear extension
Status: Approved
Decision Issued Date: Fri 04 Jun 2021
Appeal Status: Unknown

21/07/6.2
Reference: 21/00557/HHFUL
Application Received: Tue 09 Mar 2021
Address: 8 Thrapston Road Spaldwick Huntingdon PE28 0TA
Proposal: Proposed single storey rear extension and conservatory demolition
Status: Approved
Decision Issued Date: Thu 17 Jun 2021
Appeal Status: Unknown

21/07/7 Finance

21/07/7.1 To note: Account balance at 08.07.21: £49,472.72- noted.

21/07/7.2 Update from Clerk regarding Community Infrastructure Levy (CIL) funding and the necessary paperwork- Clerk has received photos of the site from Cllr Burcham and will submit along with evidence of invoices having been paid.

21/07/7.3 Update regarding bank accounts (access and signatories)- Cllr S Fane de Salis informed the Council that Barclays claim his signature on the form does not match their records so he will contact them to resolve the issue in order for the process to be completed.

21/07/7.4 Update from Clerk regarding Insurance renewal due later in the year- Clerk informed the Council that the current insurer will provide comparative renewal quotes in due course and she will contact two alternative insurers for comparative quotes.

21/07/7.5 To note & approve: Q1 Income & expenditure against budget (file to be circulated prior to meeting)- Cllr S Parfrey proposed approval, seconded by Cllr J Pope and carried unanimously.

21/07/7.6 To note & approve: Q1 Community room receipts & payments document (file circulated prior to meeting) - Cllr S Parfrey proposed approval, seconded by Cllr J Pope and carried unanimously.

21/07/7.7 To note and approve Q1 financial reconciliation (file circulated prior to meeting) - Cllr S Parfrey proposed approval, seconded by Cllr J Pope and carried unanimously.

21/07/7.8 To note and approve VAT reclaim to be submitted- Cllr S Fane de Salis proposed approval, seconded by Cllr S Parfrey and carried unanimously (total reclaim £1393.50).

Expenditure for approval 15th July 2021:

21/07/7.9 Clerk's wages (Jun-Jul): **£234.09** (S.Cardwell: TBC, HMRC TBC)- Clerk advised that there has been an overpayment of her tax this year and last year following tax code changes- a cheque for the previous financial year is to be issued by HMRC. For the current month, a payment of **£249.49** should be paid to the Clerk by the Council (rather than £234.09) to cover the tax overpayment in the current financial year, she will then need to reclaim the difference between the two figures from HMRC on behalf of the Council. This is following advice from internal auditor M Williamson by email on 2nd May 2021 and phone advice from HMRC earlier this month. Cllr S Fane de Salis proposed payment of the £249.49. seconded by Cllr J Pope and carried unanimously.

21/07/7.10 Grass-cutting- Payments to CGM for July and August: £200 each = **£400 + VAT** - Cllr S Parfrey proposed approval, seconded by Cllr J Pope and carried unanimously; it was noted that no grass-cutting invoices have yet been received for the year.

21/07/7.11 Total Energy invoices (Accounts 3006069330 & 3006069341). To note: Total Gas & Power Limited has been rebranded to TotalEnergies- Invoices dating back to October were finally received the previous day (following an IT issue in their company system), but Clerk has queried them as the references don't match and the monthly invoice amounts are significantly higher than previously.

21/07/7.12.Y.Karl invoice for cleaning of the Community Room (June-Jul) total **TBC**- Invoice for final clean by current cleaner received for £30.00. Cllr S Fane de Salis proposed payment seconded by Cllr J Pope and carried unanimously.

21/07/7.13 To agree payment of the Community Room cleaning invoice to be received in August (5 weeks) = **£50.00**- Cllr S Fane de Salis proposed payment seconded by Cllr S Parfrey and carried unanimously.

21/07/8 Assets – Provision/Maintenance

21/07/8.1 Monthly Ferriman Road Play Area's Inspection- to be completed by Cllr S Fane de Salis during the month.

21/07/8.2 To consider reducing the crown of the small trees at the Play Area- Cllr R Johnson to report to next meeting.

21/07/8.3 Update regarding the village noticeboard which has been damaged- deferred, Cllr W Burcham to advise.

21/07/8.4 Update regarding concerns raised by The War Memorials Trust- deferred, Cllr W Burcham to advise.

21/07/9 Highways, footpaths, byways, gritting bin, trees, etc.

21/07/9.1 Update regarding MVAS Flashing Speed Sign- County Cllr I Gardener has also chased this up with Highways but there has still been no reply. Clerk requested to investigate quotes so private purchase could be considered at a future meeting.

21/07/9.2 Footpaths update- Clerk has contacted Zaria Bettles County footpaths coordinator and she will follow up with the landowner regarding installation of the replacement gate for the missing stile on footpath 10.

21/07/9.3 Any updates from Highways regarding additional safety measures for the village- no update.

21/07/9.4 Update regarding hedge cutting for the field behind Ferriman Road homes- Cllr S Fane de Salis to provide a specification for the Clerk to obtain three quotes for the work.

21/07/9.5 To discuss a request from a resident for the grass to be cut in front of the pump house (not currently included in contract)- This has not been included on the grass-cutting map previously and is in front of an Anglian Water facility. Cllr S Parfrey offered to meet the resident if required to discuss further.

21/07/9.6 To discuss a resident concern raised regarding cranes travelling through the village to the gas works rather than using the designated route- The agreed route was part of the planning consent. Clerk requested to contact County Cllr I Gardener for support regarding the issue.

21/07/10 Community Room

21/07/10.1 Update regarding the Community Room- Clerk reported that despite the final stage of the government roadmap being implemented on the 19th July, Cambs ACRE have advised that several covid safety measures be maintained in community buildings (QR code, hand sanitiser, cleaning, ventilation, social distancing and masks). The annual fire inspection has been completed, an invoice is yet to be received. Cllr J Pope will update the website calendar and contact the Clerk with details for managing it going forward.

21/07/10.2 To note: radiator timers have been fitted by Cllr Pope- Cllr J Pope was thanked for this.

21/07/11 Further Discussion of Defibrillator installation- Cllr S Fane de Salis confirmed the invoice has been paid. Cllr S Parfrey to visit The George Public House regarding potential installation once delivery has been made.

21/07/12 Update regarding official domain email addresses for the Council- Cllr J Pope confirmed they are all ready to be transitioned to the .org.uk email addresses. Clerk was requested to send email to all Councillors asking them to contact Cllr Pope so their passwords can be set-up.

21/07/13 Update regarding the potential for the mobile Post Office van coming to Spaldwick- no update.

21/07/14 To note Clerk will be on annual leave during week commencing 19th July- noted, out of office to be activated.

21/07/15 Any items for the next edition of Spaldwick News- Cllr S Parfrey to provide defibrillator update in due course.

21/07/16 Correspondence (-previously circulated)- all noted.

21/07/16.1 Cambs PCC: INVITATION: Virtual roundtable meeting with the Police and Crime Commissioner for Cambridgeshire and Peterborough- 22/06/21

21/07/16.2 CAPALC: For Circulation- NALC Chief Exec Bulletin- 23/06/21

21/07/16.3 CAPALC: CALL FOR ACTION - Energy Bill- 23/06/21

21/07/16.4 ESPO: Exciting news: Total has undergone a rebrand! - 23/06/21

21/07/16.5 AD6: London Luton Airport arrival routes airspace change- 25/06/21

21/07/16.6 Highways: Events Diary - July 21- 29/06/21

21/07/16.7 CAPALC: For Circulation- July Bulletin- 06/07/21

21/07/16.8 Bedford Group of Drainage Boards: Notification of Watercourse Maintenance- 06/07/21

21/07/17 Councillors' questions- Additional matters noted (correspondence circulated since agenda published):

* Comments are invited for the Grafam and Ellington neighbourhood plan between 12th July and 27th August
* A resident has sent a request for a cycle route between Spaldwick and Grafam
* Reminder for all Councillors' Member Interest Forms to be updated
* Pidley CarFest to take place on 25th July (12-3pm) and Kimbolton Street Fair on 17th July (10-2pm)
* Clerk will book CilCA training as agreed previously, (Sawtry Parish Council have agreed to part fund this)
* LHI (Local Highway Improvement) deadline for 2022-23 bids is 30th September- Clerk to add as an agenda item for September; Cllr S Jackson-Rimmer to take the lead
* Issue of stones on the footpath in Thrapston Road to be added as an agenda item for September.

21/07/18 Date of the next meeting: Thursday 16th September

Meeting closed at 8.49pm.

Signed:
Chairman

Date: 16 Sept 21