

MINUTES

Spaldwick Parish Council meeting held on Thursday 20th October 2022 at 8.00pm in Spaldwick Community Room, Spaldwick Primary School.

Chairman Steve Fane de Salis

Present: Councillors S Fane de Salis (SFdS- Chairman), W Burcham (WB- Vice Chair), S Jackson-Rimmer (SJR), J O'Dwyer (JO'D), U Braun (UB), District & County Cllr I Gardener, S Cardwell (Clerk), and 4 members of the public.

22/10/1 To Receive Apologies and Reasons for Non-Attendance- R Johnson (RJ), S Parfrey (SP).

22/10/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)- none.

22/10/3 To Receive and Approve the Minutes of the Parish Council meeting on 21st July 2022- Cllr WB proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr UB and carried unanimously.

22/10/4 Matters arising from those Minutes- to note: The £108 reimbursement of the Jubilee plaque for Cllr W Burcham due to be paid from the Town and Poors charity account was paid from the main account in error- noted. Cllr SFdS to look into a transfer.

22/10/5 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- District and County Cllr I Gardener addressed the Council to update them first noting that the 'no entry' signs have now been painted on the road at the village green. Additionally, he had spoken with the planning officer for the application Land East of Ivy Way and the applicant will be recommended to withdraw and amend the application before resubmitting. The next round of Local Highway Improvement bids will commence on 31st October and run until January 2023. Meetings will then be held in May. Changes to the application process include two process routes for applications 'non-complex' e.g. MVAS and parking restrictions, with a maximum County input of 10k and 'complex' e.g., raised features and footpaths, with a 25k maximum County allocation. There will also be a new process for 20mph speed applications to be decided in December and implemented from January (any bids for these in the meantime will be refused).

The Market Towns proposals have a 28th October deadline for comments. All Huntingdonshire District Council meetings are now hybrid and can be live-streamed.

The County Council has prepared an active Travel Strategy for Cambridgeshire to improve active travel across the county.

The County Council and Greater Cambridge Partnership will hold consultation on proposals to transform travel around Greater Cambridge with new bus routes and more frequent services (6-8 buses/hour) from the market towns and hourly from rural areas. Times would be 5am to 1am with flat £2 fares to Cambridge. A £5 congestion charge in for everyone (including residents) entering Cambridge would have to be introduced within the Sustainable Travel zone though 7am-7pm. The hospital will be within the congestion charge zone but blue badge holders, buses etc. would be exempt.

There is an urgent appeal for people to become foster carers.

22/10/6 Planning

To consider new planning consultations: - Extensions for the below planning applications were requested but no confirmations have been received from HDC as to whether Parish Council comments can still be taken into consideration:

22/10/6.1

Reference: 22/01531/LBC

Application Received: Wed 13 Jul 2022

Address: 2 Stow Road Spaldwick Huntingdon PE28 0TE

Proposal: Replace damaged reclaimed clay peg tiles using reclaimed peg tiles on a like for like basis

Status: In progress- Following discussions Cllr SFdS proposed approval as it is in line with current guidelines; this was seconded by Cllr UB and carried unanimously.

22/10/6.2

Reference: 22/01790/HHFUL

Application Received: Wed 17 Aug 2022

Address: The Old Manse High Street Spaldwick Huntingdon PE28 0TD

Proposal: Erection of outbuilding to rear of dwelling

Status: In progress- Following discussions Cllr SFdS proposed approval as it is not visible from the road and will have no impact on the street scene; this was seconded by Cllr UB and carried unanimously.

22/10/6.3

Reference: 22/01564/FUL

Application Received: Mon 18 Jul 2022

Address: Land At 21 Stow Road Spaldwick

Proposal: Erection of new detached single storey private dwelling with ancillary access, parking and landscaping

Status: In progress- Following discussions Cllr SFdS proposed the Council recommend refusal on the same grounds as for the previous application at this site, that the build area could affect a protected Elm and that it would be incongruous to linear development along Stow Road. The proposal was seconded by Cllr WB and carried unanimously.

Determined by planning authority:

22/10/6.4

Reference: 22/01427/CLPD

Application Received: Tue 28 Jun 2022

Address: Beech Barn High Street Spaldwick Huntingdon PE28 0TD

Proposal: Installation of solar panels and flashings to battens to provide an integrated appearance.

Status: Approved

Decision Issued Date: Thu 08 Sep 2022- noted.

22/10/6.5 To note: The Stukeleys Neighbourhood Plan available to view and comment 28/09/22-10/11/22- noted.

22/10/6.6 To note: Changes circulated by HDC regarding planning applications may mean extensions for comments will be less likely going forward- noted.

22/10/6.7 To note: £1305.80 CIL money is due to be transferred from HDC for development in Spaldwick- noted. Clerk confirmed the remittance advice had been received earlier in the day. The Council will have five years to spend the money.

22/10/7 Finance

22/10/7.1 To note: Account balance at 12.10.2022: £59,398.29 (cashbook has been circulated)- noted.

22/10/7.2 Update regarding bank accounts (access and signatories)- no further update.

22/10/7.3 To review the Financial Regulations limit for 3 quotes (currently >£100)- Following discussions Cllr WB proposed the limit be increased to £250; this was seconded by Cllr JO'D and carried unanimously.

22/10/7.4 To consider and adopt the updated version of Standing orders (changes previously circulated)- Following discussions, Cllr SFdS proposed the Council adopt the updated version; seconded by Cllr JO'D and carried unanimously.

22/10/7.5 To consider quotes received for the base for the Jubilee bench and select a contractor- deferred pending specification for the work.

22/10/7.6 To consider quotes received for an external payroll provider to administer the Clerk's wages- Following discussion of the quotes from DM Payroll Services Ltd, eSlip Payroll Services, Autela Payroll Services and Red Shoes Accounting Services, Cllr SFdS proposed the cheapest quote (from DM Payroll Services) be accepted at a cost of £120 per year. This was seconded by Cllr JO'D and carried unanimously.

22/10/7.7 To consider quotes and decide on a replacement internal auditor- Following consideration of the quotes from Canalbs, CAPALC and LGS Services, Cllr SFdS proposed the quote from CAPALC be accepted at a cost of approximately £164 per year given that Spaldwick PC are already members of CAPALC and their reputation known to the Council; this was seconded by Cllr WB and carried unanimously.

22/10/7.8 To consider the option to opt out of the SAAA central external auditor appointment arrangements- Following discussions Cllr SFdS proposed the Council don't take up the offer to opt-out; this was seconded by Cllr SJR and carried unanimously.

22/10/7.9 To consider a funding request from Playtimes- Following discussions about the replacement doors needed Cllr SJR proposed £500 be donated towards the required work, based on the fact

that Playtimes is a Charity and benefits the Community in Spaldwick. Cllr UB seconded the proposal and it was carried unanimously.

- 22/10/7.10 To note and approve: Q2 Income and expenditure against the budget (file circulated prior to meeting)- Cllr SFdS proposed approval, seconded by Cllr SJR and carried unanimously. The new budget will need to be approved next meeting.
- 22/10/7.11 To note and approve: Q2 Community room receipts and payments document (file circulated prior to meeting)- Cllr SFdS proposed approval, seconded by Cllr JO'D and carried unanimously.
- 22/10/7.12 To note and approve Q2 financial reconciliation (file circulated prior to meeting) Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously.
- 22/10/7.13 To consider whether to sign up to the ESPO- Total Energies contract from October 2024- September 2028 (current agreement with ESPO runs until September 2024), but to ensure the best prices, customers must sign-up to the contract by the end of January 2023- Deferred pending further information that is to be sourced by the Clerk.

Expenditure for approval 20th October 2022:

- 22/10/7.14 To ratify retrospectively: Clerk's wages (Jul-Aug) (S.Cardwell: £314.20, HMRC: £0)- Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously.
- 22/10/7.15 To ratify retrospectively: Clerk's wages (Aug-Sep) (S.Cardwell: £324.30, HMRC: £0)- Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously.
- 22/10/7.16 Clerk's wages (Sep-Oct) (S.Cardwell: **£376.50**, HMRC: **£12.00**)- Cllr SFdS proposed payment, seconded by Cllr SJR and carried unanimously.
- 22/10/7.17 To ratify retrospectively: Total Energies invoices (Accounts 3006693866 & 3006693855) Jul-Aug and Aug-Sep £84.04 and CR£25.03. Total: £59.01- Cllr SFdS proposed approval, seconded by Cllr UB and carried unanimously.
- 22/10/7.18 Total Energies invoices (Accounts 3006693866 & 3006693855) Sep-Oct- invoices to be Received- Cllr SFdS proposed payment of the £28.90 difference between the two invoices received (£100.52 and CR£71.62), seconded by Cllr UB and carried unanimously. Clerk to send email requesting the amount is cleared against the correct account, as all payments are being cleared against just one account, hence the large credit and large debit situation.
- 22/10/7.19 To ratify retrospectively: A.Murphy invoice for cleaning of the Community Room (Jul-Aug): £44.00- Cllr SFdS proposed approval, seconded by Cllr SJR and carried unanimously.
- 22/10/7.20 To ratify retrospectively: A.Murphy invoice for cleaning of the Community Room (Aug-Sep): £44.00- Cllr SFdS proposed approval, seconded by Cllr SJR and carried unanimously.
- 22/10/7.21 A.Murphy invoice for cleaning of the Community Room (Sep-Oct): **£55.00**- Cllr SFdS proposed payment, seconded by Cllr SJR and carried unanimously.
- 22/10/7.22 To ratify retrospectively: CGM grasscutting invoices: July- £258 and August £258. Total: £516.00 (inc. VAT)- Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously. It was noted that the frequency and standard of the cuts had been difficult to verify but CGM had sent proof of the cut dates and the operative attending.
- 22/10/7.23 CGM grasscutting invoices: September- **£258** (inc. VAT)- Cllr SFdS proposed payment, seconded by Cllr WB and carried unanimously.
- 22/10/7.24 Jarrodean Recruitment Solutions- Bit Defender antivirus protection and IT consultancy- Francisco Ferrero- invoices to be received- deferred. Clerk confirmed all emails have been reset and any issues to be reported to F.Ferrero.
- 22/10/7.25 To ratify retrospectively: BHIB insurance renewal (year two of a three-year agreement) £557.02- Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously.
- 22/10/7.26 To ratify retrospectively: Grafton Project Ltd invoice for cleaning products- £39.58 and £19.74. Total: £59.32 (inc. VAT)- Cllr SFdS proposed approval, seconded by Cllr SJR and carried unanimously.
- 22/10/7.27 Reimbursement to Clerk of 6/16ths SLCC membership paid (cost shared with Sawtry PC) **£54.00**- Cllr SFdS proposed payment, seconded by Cllr JO'D and carried unanimously.
- 22/10/7.28 Donation to The Royal British Legion for Remembrance Day wreath **£20.00**- Cllr SFdS proposed payment, seconded by Cllr WB and carried unanimously.
- 22/10/7.29 To ratify retrospectively PKF External audit fee- £360.00- Cllr SFdS proposed approval, seconded by Cllr WB and carried unanimously.

22/10/8 Assets – Provision/Maintenance

- 22/10/8.1 Weekly Ferriman Road Play Area's Inspection- Cllrs SFdS and JO'D to conduct inspection

together. It was noted that the Wicksteed annual inspection is due and the Clerk was asked to arrange this at a cost of £120 + VAT.

22/10/8.2 Update regarding The War Memorials Trust- Cllr WB confirmed a representative had conducted a site visit and made suggestions for addressing the maintenance required. Cllr WB then proposed that following the War Memorial Trust recommendations, that two contractors be sourced to quote according to the suggested specification (cleaning of the cross, replacement of the laurel wreath, redressing of the inscription on the base and refurbishment of the railings.) Cllr UB seconded the proposal and it was carried unanimously.

22/10/8.3 Update regarding the defibrillator- no update.

22/10/8.4 Update regarding the Shed on Church Lane- no update. Cllr UB to take a look.

22/10/8.5 Update regarding the Jubilee plaques outside The Manor Farm House- no update. Cllrs SFdS and UB to take a look.

22/10/8.6 Further discussion of the open space in Spaldwick- deferred. Fitness equipment to be investigated. Covered seating in a space such as this is not recommended.

22/10/8.7 MVAS Flashing Speed Sign update- Feedback from residents has been positive as some traffic is now slowing. Cllr SJR to use some of the data downloaded for the LHI bid.

22/10/8.8 Update regarding the Community Room- Bleach, anti-bac spray and new duster required for community room- Clerk to place order with Grafton Projects for the cleaning fluids, duster to be sourced elsewhere if not available.

22/10/9 **Highways, footpaths, byways, gritting bin, trees, etc.**

22/10/9.1 Update regarding the uneven road surface due to tree roots on Thrapston Rd / Church Lane- to be assessed.

22/10/9.2 To note: The Long Lane hedges have been reported and will be cut (within 3 months)- noted.

22/10/9.3 LHI update and to discuss the design proposal for the Spaldwick LHI 2022/2023- Cllr SJR proposed the designs are approved as they are; seconded by Cllr UB and carried unanimously.

22/10/9.4 To discuss the village grass-cutting for next year- Following discussions regarding the cuts that CGM failed to complete this year, quotes from CGM, Bradgate and Brookfield were considered for the coming year and Cllr SFdS proposed the Brookfield quote of £220 + VAT per cut be accepted; seconded by Cllr UB and carried unanimously. Clerk to contact CGM to terminate and Brookfield to accept.

22/10/9.5 To discuss flooding/ blocked drains on Thrapston Road- Cllr SFdS confirmed that Cambridgeshire County Council have cleared the drains after two years and they are currently working well.

22/10/9.6 To note: CCC Highways are looking for volunteers for the Community Gritting Scheme for Winter 2022 – 2023- noted.

22/10/9.7 To note: Planned changes for LHI applications 2023/24 (details from CCC Highways circulated) have been agreed- noted. Cllr SJR will complete the bid for December.

22/10/10 Update regarding the Wooley Hill Wind Farm- deferred.

22/10/11 To note: CCC have a Energy Efficiency Funding for homes programme: Action on Energy Cambridgeshire which supports lower income households to improve the energy efficiency of their homes and save money on their energy bills. Full details are available at the Cambridgeshire County Council website (www.cambridgeshire.gov.uk)- noted.

22/10/12 To consider and approve updated risk assessment and management policy- Cllr SFdS proposed approval of the policy, seconded by Cllr WB and carried unanimously.

22/10/13 To consider the request from Power for People to write to MP, Jonathan Djanogly asking him to write to the Secretary of State for Business, Energy and Industrial Strategy, asking that the Government include measures to support the growth of community energy schemes in any upcoming emergency energy legislation, such as the amendments to the Energy Bill proposed by Baroness Bennett- It was agreed that no action should be taken.

22/10/14 Any items for the next edition of Spaldwick News- Cllr SJR to provide an update about the LHI

bid.

22/10/15 **Correspondence** (-previously circulated)- all noted.

22/10/15.1 Highways events diary

22/10/15.2 HDC: Press Release - Play Area Provision Complete at Hinchbrook

22/10/15.3 Cambridgeshire & Peterborough Combined Authority Update September

22/10/15.4 CAPALC- September Bulletin

22/10/15.5 Anglian Water - stakeholder briefing pack - September 2022

22/10/15.6 Information on Anglian Water's proposed new reservoirs

22/10/15.7 Councillor Training Invite Flyer

22/10/15.8 TMC Incident Report - September 2022

22/10/15.9 CCC- Traffic Management Training Course

22/10/15.10 HDC- change in approach to planning apps-Parish Letter for Planning Blitz October 2022

22/10/15.11 Welcome to the September 2022 Cambridgeshire Matters newsletter

22/10/15.12 Stukeley's neighbourhood plan- Huntingdonshire District Council_ New event available

22/10/15.13 CCC Transport Strategies 2022 - public consultation

22/10/15.14 The Combined Authority is hitting the road

22/10/15.15 CAPALC- October Bulletin

22/10/15.16 Power for People: Energy Bill update

22/10/15.17 The Combined Authority Local Transport and Connectivity Plan team update

22/10/15.18 There's still time to go green for the Queen!

22/10/16 Councillors' questions- A draft budget document has been circulated and a final budget will need to be agreed and the precept set next meeting. MAGPAS donation payment is still to be made, BACS details have been obtained by the Clerk. Email from Longhurst has been received and Clerk should invite them for the next meeting.

22/10/17 **Date of the next meeting:** Thursday 17th November.

The meeting closed at 9.55pm.