

Spaldwick Parish Council

Chair: Sharan Jackson-Rimmer

Clerk to the Council: Mrs Sarah Cardwell, 63 Highfield Avenue, Alconbury Weston, Cambs. PE28 4JS

Email: clerk@spaldwickparishcouncil.org.uk Website: www.spaldwickparishcouncil.org.uk/

Dear Member,

You are hereby summoned to attend the Parish Council Meeting which will be held on **Thursday 21st September 2023 at 7pm in Spaldwick Community Room**, Spaldwick Primary School, to deal with the following business. Public and Press are invited to attend.

S.E.B Cardwell

Signed (Clerk) Sarah Cardwell

Date: 15th September 2023

NOTICE and AGENDA

23/9/1 To Receive Apologies and Reasons for Non-Attendance.

23/9/2 Declarations of Interests for Members (Disclosable Pecuniary Interests).

23/9/3 To Receive and Approve the Minutes of the Parish Council Meeting on 20th July 2023 and the Extraordinary meeting of the Parish Council on Friday 11th August 2023.

23/9/4 Matters arising from those Minutes.

23/9/5 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.

23/9/6 Planning

To consider new planning consultations

23/9/6.1

Reference: 23/01409/HHFUL & 23/01410/LBC

Application Received: Thu 27 Jul 2023

Address: 33 High Street Spaldwick Huntingdon PE28 0TD

Proposal: External repairs, hard-landscaping and replacement outbuilding structures

To note: an extension for comments from the Parish Council was requested from Huntingdonshire District Council on the above application but no reply received.

Determined by planning authority:

None.

23/9/7 Finance

23/9/7.1 To note: Account balance at 31.08.2023: £62,578.45.

23/9/7.2 Update regarding bank accounts: Clerk to provide further details regarding transfer of bank accounts to Unity Trust bank.

23/9/7.3 Outstanding payments to WAVE (£52.91) and ACES (£2208.37) are to be made.

23/9/7.4 To consider quotations to install 'no parking' signs on the railings on the Village Green to address parking issues.

23/9/7.5 Update regarding management of the Parish Council and Town and Poors finances in relation to the allotments site.

23/9/7.6 To consider purchase of a CCTV camera for Spaldwick allotments.

23/9/7.7 To note: CAPALC has advised of a Model Financial Regulations Consultation.

23/9/7.8 To consider advice received from the insurance company regarding a second claim for the theft of the allotment gates.

23/9/7.9 To consider the three possible options of replacement allotment gates for the site.

23/9/7.10 To consider purchase of an additional defibrillator based on details received from D. O'Brian.

Expenditure for approval 21st September 2023:

- 23/9/7.11 Clerk's wages (Aug-Sep) (S.Cardwell: **£418.25**, HMRC: **£0**).
- 23/9/7.12 Total Energies invoices (Accounts 3006693866 & 3006693855) Aug-Sep- **£21.75** and **£13.33** (inc. VAT).
- 23/9/7.13 A.Murphy invoice for cleaning of the Community Room (Aug-Sep): **£55.00**.
- 23/9/7.14 Remaining R. Purser- West Farm remaining 25% invoice for seeding and cultivation of the Town and Poors field: **£1254** inc. VAT.
- 23/9/7.15 Ink cartridge reimbursement for Cllr J O'D: **£37.05** (inc. VAT).
- 23/9/7.16 R. Purser- West Farm weed spraying costs **£228.00** (inc. VAT) (to note: mowing & re-cultivating of the surface have been completed within the original budget).
- 23/9/7.17 Grafton invoices for cleaning products: **£16.88** (inc. VAT) and second invoice to be received.
- 23/9/7.18 Reimbursement of chain and lock for the allotments site: **£61.49**.
- 23/9/7.19 Elan City MVAS- invoice to be received.
- 23/9/7.20 Ask IT quote for proposed product purchases (Toshiba Canvio 1TB USB disk drive: £49.98, ESET Internet Security for use on 1 computer (ANNUAL SUBSCRIPTION): £35.00, askIT Livedrive Cloud backup unlimited storage (ANNUAL SUBSCRIPTION): £20.00, Microsoft Windows 10 Upgrade to Windows 10 Professional to enable BitLocker to encrypt the external USB drive: £130.00 (all prices include VAT) **total: £234.98**.
- 23/9/7.21 Reimbursement to Clerk to postage costs for banking application forms: **£7.65**
- 23/9/7.22 To ratify retrospectively August payment of the Brookfield Contracting grasscutting invoice for August: **£264.00** (inc. VAT).
- 23/9/7.23 To ratify retrospectively August payment of the Clerk's wages: **£350.19** (mileage included for extraordinary meeting- amount confirmed by payroll provider).
- 23/9/7.24 To ratify retrospectively August payment of A. Murphy's cleaning invoice: **£44.00**.
- 23/9/7.25 To ratify retrospectively August payment of the Total Energies invoices- **£21.82** and **£13.33**.

23/9/8 Assets – Provision/Maintenance

- 23/9/8.1 Weekly Ferriman Road Play Area's Inspection & update regarding replacement gate swing.
- 23/9/8.2 Update regarding the Community Room and contents of the cupboards.
- 23/9/8.3 Update from Cllr GR regarding The War Memorials Trust.
- 23/9/8.4 Update regarding the defibrillator. To note: the pads on the defibrillator are due to expire in November and replacements will need to be purchased (£67.20 inc. VAT plus £9.99 delivery) in mid-late October and sent to D. O'Brian. Update from Punch Taverns. To consider an additional demonstration date in the village.
- 23/9/8.5 Update from Cllr UB regarding the Jubilee plaques outside The Manor Farm House.
- 23/9/8.6 To consider equipment options for the open space in Spaldwick to be presented by Cllr JO'D.
- 23/9/8.7 Update from Cllr SJR regarding the MVAS Flashing Speed sign.
- 23/9/8.8 Update from Clerk regarding registration of the titles for the Village Greens in Spaldwick.
- 23/9/8.9 Further discussion regarding Church Lane (uneven road surface from tree roots).
- 23/9/8.10 Update regarding installing a base for the Jubilee bench.
- 23/9/8.11 Update regarding IT provision.
- 23/9/8.12 Allotments update.
- 23/9/8.13 To discuss a request for a Christmas tree for the village Green.

23/9/9 Highways, footpaths, byways, gritting bin, trees, etc.

- 23/9/9.1 Update regarding installation of the 40mph buffer zones and gates.
- 23/9/9.2 LHI 24/25 Expression of interest survey (end of Sept deadline).
- 23/9/9.3 To discuss a footbridge concern raised by a resident.
- 23/9/9.4 Update regarding purchase of an additional Elan City solar MVAS unit.
- 23/9/9.5 To note: there is a petition against the County Council ceasing weedkilling in the County and Parish Councils have been invited to consider writing to voice objections to the change in policy.

- 23/9/10 To note: there are virtual engagement sessions on garden waste subscription service initiatives being

held by Huntingdonshire District Council for Councils to find out more about the service, comment on draft initiatives and help shape how local people can be supported.

23/9/11 To consider any training requirements.

23/9/12 Any items for the next edition of Spaldwick News.

23/9/13 **Correspondence** (-previously circulated)

23/9/13.1 Press Release - Huntingdonshire Parks Awarded Green Flag Status

23/9/13.2 Community Gritting Scheme applications for Winter 2023 - 2024

23/9/13.3 Cambridgeshire Matters - July 2023

23/9/13.4 TMC Incident Report - July 2023

23/9/13.5 Highway events diary-Aug 23

23/9/13.6 HDC Press Release - Council Tax Support Scheme

23/9/13.7 Mayor Dr Nik Johnson letter to Constituent Councils - Defibrillators

23/9/13.8 The Fourth Annual Local Government Event

23/9/13.9 Cambs ACRE- event on conserving nature and boosting biodiversity by greening your community spaces

23/9/13.10 CAPALC- Community Automated External Defibrillators fund and expression of interest form – reminder

23/9/13.11 HDC- New Sports Facility Strategy for Huntingdonshire District

23/9/13.12 HDC Electric Vehicle Pilot

23/9/13.13 CAPALC Conference - 15th September 2023

23/9/13.14 On 1st September, BHIB Councils Insurance will become Clear Councils

23/9/13.15 HDC- Council Tax Support Scheme 2024_25 – consultation

23/9/13.16 Flood Groups Conference 2023 - Thursday 21st September, 11am Burgess Hall, St Ives

23/9/13.17 CAPALC- For Circulation- August Bulletin

23/9/13.18 CAPALC- Workplace Toxicity Challenges _ Your Questions Answered

23/9/13.19 CAPALC- Flood Groups Conference – Thursday 21st September 2023 – St Ives

23/9/13.20 CAPALC- Specialist Training 2024 _ Social Media, Code of Conduct, Grant Writing, Procurement, CIL and Much Much More!

23/9/13.21 HDC- Save the Date_ Huntingdonshire Climate Conversation 17 November 2023

23/9/13.22 NALC Legal Update

23/9/13.23 Highway events diary-Sept 23

23/9/13.24 HDC Democratic Services Update

23/9/13.25 254 - FJ letter Weed Spraying Policy

23/9/13.26 Reminder_ INVITATION_ Action on Energy Cambridgeshire Autumn Event

23/9/13.27 TMC Incident Report - August 2023

23/9/13.28 Cambridgeshire Matters - August 2023

23/9/13.29 Remembrance 2023

23/9/13.30 INVITATION_ Action on Energy Cambridgeshire Autumn Event

23/9/13.31 Save the Date_ Huntingdonshire Climate Conversation 17 November 2023

23/9/14 Councillors' questions.

23/9/15 **Date of the next meeting:** Thursday 19th October.