

MINUTES

Spaldwick Parish Council meeting held on **Thursday 14th December 2023** at 7pm in Spaldwick Community Room, Spaldwick Primary School. Chair: Sharan Jackson-Rimmer

Present: Councillors, S Jackson-Rimmer (SJR- Chair), J O'Dwyer JO'D), G Rice (GR), S Cardwell (Clerk) and 4 members of the public.

NOTICE and AGENDA

23/12/1 To Receive Apologies and Reasons for Non-Attendance- R Johnson (RJ), S Parfrey (SP), District and County Councillor I Gardener.

23/12/2 Declarations of Interests for Members (Disclosable Pecuniary Interests)- none.

23/12/3 To Receive and Approve the Minutes of the Parish Council Meeting on 16th November 2023- Cllr GR proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr JO'D and carried unanimously.

23/12/4 Matters arising from those Minutes- none.

23/12/5 To receive and consider any applications for co-option- W Burcham presented herself for co-option; Cllr SJR proposed she be co-opted, seconded by Cllr JO'D and carried unanimously. Clerk to arrange email set-up. There is one further vacancy on the Council to be filled.

23/12/6 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- The Neighbourhood Watch coordinator for Spaldwick addressed the Council confirming that the Cyberhood Watch stickers were distributed with the village newsletters, that new Neighbourhood Watch members are needed and that he will provide a further update in the New Year. Two residents then spoke to raise concerns regarding the planning application in item 23/12/7.1 and the fact the proposed extension would go over an extensive pond currently in the garden (not shown on the application). They also highlighted the great crested newts that would be affected, the intrusion to neighbouring properties and potential loss of light to them, the size of the extension and how it would not be in keeping with other properties on the street. District and County Councillor I Gardener emailed in advance of the meeting to request Councillors complete the Combined Authority bus review survey.

23/12/7 Planning

To consider new planning consultations

23/12/7.1 Reference 23/02280/HHFUL

Application Received: Fri 24 Nov 2023

Address: 37 Stow Road Spaldwick Huntingdon PE28 0TE

Proposal: Extensions and alterations including double garage, single storey front extension, two-storey side extension, and single storey rear extension. Demolition of existing single storey garage and rear extension

Status: In progress

- Following discussions Cllr JO'D proposed the Council recommend refusal of the application for the following reasons: - Biodiversity concerns and incorrect detail in the application, namely the omission of both the pond and the great crested newts at the address. - The impact on the street scene and the fact that the proposed application is not in keeping with neighbouring properties. - The Parish Council is also concerned that no planning notice has been displayed in the village for the application. This was seconded by Cllr WB and carried unanimously.

Determined by planning authority: none

23/12/8 Finance

23/12/8.1 To note: Account balance at 07.12.2023: £52,827.94- noted.

23/12/8.2 Update regarding bank accounts and signatories- The Clerk confirmed that she had spoken with Unity Trust bank regarding payment authorisations and triple authorization is needed to make the requested change. A letter making this request was signed at the meeting by two signatories and the Clerk will email a scan of this to the bank.

23/12/8.3 Update regarding management of the Parish Council and Town and Poors finances in relation to the

allotments site- The Clerk confirmed the Charity Commission will email the required document to the solicitor in order for her to proceed.

- 23/12/8.4 To note: the precept form (£10,780) has been submitted to HDC following the budget approval-noted.
- 23/12/8.5 To consider quotations for installing a base for the Jubilee bench- Four contractors were approached to provide a quotation for the specified work; quotes were received from R.P Johnson Builders Ltd, R. Purser West Farm and GFS Property Services Ltd and presented to the Council. Following discussions of the quotes Cllr JO'D proposed the quote from GFS for £1,671.34 be accepted based on the cost; this was seconded by Cllr GR and carried unanimously.
- 23/12/8.6 To further discuss a grant request from Friends of Spaldwick School (FOSS) for funds to create a new outdoor space at the school- Following discussions, concerns were raised about the project being targeted at a small number of pupils given the costs; the Clerk was asked to request an update on progress in the New Year, the Council will then consider the request again in the new financial year.
- 23/12/8.7 To consider a quotation from Brookfield for adhoc grass edging of the verges on High St- The Clerk confirmed the cost would be £0.90 per linear mere. Cllrs SJR and WB will meet Brookfield on site to discuss the proposed work further.
- 23/12/8.8 To note: a new Community Infrastructure Levy (CIL) funding round is now open. The closing date for applications is 23:59 on the 22nd January 2024- noted, no projects proposed currently.
- 23/12/8.9 To note: Cambridgeshire County Council's Older Adults Social Inclusion Grants are now live (deadline for applications is Saturday 23rd December 5pm)- noted.

Expenditure for approval 14th December 2023:

- 23/12/8.10 Clerk's wages (Nov-Dec) (S.Cardwell: **£369.39**, HMRC: **£0.60**)- Cllr SJR proposed payment, seconded by Cllr WB and carried unanimously.
- 23/12/8.11 Total Energies invoices (Accounts 3006693866 & 3006693855) Nov-Dec- invoices to be received (inc. VAT)- Clerk confirmed the invoices had been received-£26.64 and £13.58- Cllr SJR proposed payment, seconded by Cllr WB and carried unanimously.
- 23/12/8.12 A.Murphy invoice for cleaning of the Community Room (Nov-Dec): **£44.00**- Cllr SJR proposed payment, seconded by Cllr WB and carried unanimously.
- 23/12/8.13 Reimbursement for Neighbourhood watch stickers purchased: **£16.35** (inc. VAT)- Cllr SJR proposed payment, seconded by Cllr WB and carried unanimously.
- 23/12/8.14 November Brookfield Contracting grasscutting invoice: **£264.00** (inc. VAT)- to be received- The Clerk confirmed no further invoices outstanding as cuts have finished for the year.
- 23/12/8.15 Ask IT invoice for agreed work, SSL certificate & web hosting renewals: **£428.83** (inc. VAT)- Cllr SJR proposed payment, seconded by Cllr WB and carried unanimously.

23/12/9 Assets – Provision/Maintenance

- 23/12/9.1 Weekly Ferriman Road Play Area's Inspection & update- Cllr JO'D confirmed the regular inspections are ok and that the annual Wicksteed inspection has been completed with the only issue raised being the emergency contact details, but the Council believes these are sufficient.
- 23/12/9.2 Update regarding the Community Room (including hire document, inventory, uses of the room and cleaning product COSHH assessments, issue with kitchen door lock)- It was agreed that the broken lock from the kitchen door should be left off; all other points were deferred until the next meeting.
- 23/12/9.3 Update from Cllr GR regarding The War Memorials Trust- no further progress.
- 23/12/9.4 Update regarding the defibrillator and purchase of a new unit (Punch Taverns)- The Clerk confirmed that The George public house do not want a defibrillator installed on their building; item to be removed from the agenda.
- 23/12/9.5 Update from Clerk regarding the Jubilee plaques outside The Manor Farm House- The Clerk provided some details about a company in Cambridge that might be able to clean them at their workshop. The item was then deferred for further discussion at a later date.
- 23/12/9.6 To consider equipment options for the open space in Spaldwick to be presented by Cllr JO'D (including Monkey challenge wall details sent)- still ongoing, it was discussed that the Monkey challenge wall might not be suitable for Spaldwick's potential locations.
- 23/12/9.7 Update from Cllr GR regarding the MVAS Flashing Speed sign- Cllr GR confirmed that details had been published in the Spaldwick News; he will also try to check where the speed reading is taken.

23/12/9.8 Update from Clerk regarding registration of the titles for the Village Greens in Spaldwick- deferred.

23/12/9.9 Further discussion regarding Church Lane (uneven road surface from tree roots)-deferred.

23/12/9.10 Allotments update- Cllr SJR informed the Council that she had been contacted by the Allotment Association regarding an issue with water running off a neighbouring property onto one of the allotment plots. Following discussions it was agreed the Clerk should write to the home owner to request the ditch be cleared to prevent ongoing flooding.
It was also raised that the procedure for managing allotment issues needs to be clarified once the legal advice is received in relation to Parish Council and Town and Poors finances.

23/12/9.11 To discuss the village noticeboards- deferred.

23/12/9.12 Update regarding any interest expressed for a flood group and additional defibrillator training- Defibrillator training details will be published in the next edition of the Spaldwick News, currently three people have expressed an interest.

23/12/10 **Highways, footpaths, byways, gritting bin, trees, etc.**

23/12/10.1 Update regarding the hedges along Long Lane- Clerk confirmed she had chased the new officer but has still had no reply.

23/12/10.2 Further discussion of the LHI application (submission by Friday 12th January at 5pm)- Cllr SJR confirmed the application has been submitted and she is awaiting any further news.

23/12/10.3 To discuss overgrown pathways in the village- item to be removed from agenda.

23/12/10.4 To note: Huntingdonshire District Council have launched a Community Grant to boost biodiversity (expression of interest submissions are open in two phases, now until end of November 2023 and from January to February 2024)- noted. Details to be passed to Spaldwick Allotment Association.

23/12/10.5 To discuss litter picking in the village- Clerk was asked to place an order for 1x bin bag hoop, 3x hi-visibility vests, 3x grabbers, thin rubber gloves and 3x gardening style gloves (1 large, 2 medium).

23/12/10.6 To note: Councillors are invited by The Combined Authority to an online information session on walking, wheeling and cycling in Cambridgeshire and Peterborough, hosted by the sustainable transport charity, Sustrans. Three Microsoft Teams meetings have been offered (details circulated)- noted.

23/12/11 Update regarding Neighbourhood Watch in the village- as above.

23/12/12 To agree a representative from the parish council for Buckworth for the Woolley Hill Wind Farm Community Fund (meetings are held twice a year in Spring and Autumn)- Cllrs SP and WB to represent the Council.

23/12/13 Any items for the next edition of Spaldwick News- no edition until February.

23/12/14 **Correspondence** (-previously circulated)- all noted.

23/12/14.1 HDC- Funding Available to Parish and Town Councils and Community Groups -Help Residents to Stay Healthier & Stronger for Longer

23/12/14.2 HDC survey results

23/12/14.3 Hunts & Cambs FA- 24th Friday 2023 - Hunts FA Powerchair Football Sessions

23/12/14.4 CCC-streetlighting Advice on Communication

23/12/14.5 Cambridgeshire Matters - November 2023

23/12/14.6 CCC: Community Flood Action Programme- Drop in session - Friday 8th December

23/12/14.7 HDC: Press Release - Huntingdonshire's weekend of climate events

23/12/14.8 Highway events diary-Dec 23

23/12/14.9 TMC Incident Report - November 2023

23/12/15 Councillors' questions- Item for next agenda: Neighbourhood Plan for Spaldwick.

23/12/16 **Date of the next meeting:** Thursday 18th January.

The meeting closed at 8.47pm.

Signed (Chair):

Date: