

HASLINGFIELD PARISH COUNCIL

Draft Minutes of the Meeting held on Monday 10th September 2018

Attendees:

Parish Councillors:	Jenny Jullien (Chairman) (“JJ”), , Ron van der Hoorn (“RH”), Lucian Hatfield (“LH”) and,
District Councillor:	Philip Allen (“PA”)
County Councillor:	None present
Parish Clerk:	Vicky Crowden (“VC”)
Others:	Andrew Gillies (“AG”)

- 1 **Apologies for Absence** – Tony Adcock (“TA”) and Clive Blower (“CB”).
Darren Crowe (“DC”) sent his apologies to the meeting and also advised that he was resigning as a Parish Councillor.

- 2 **Members Declaration of interest for items on the agenda** – none

- 3 **Open Forum for Public Participation**
 - A blue Golf is parked on (the verge of) Church Street and listed for sale. AG questioned whether this is legal.

- 4 **County Councillors Report**
 - A report has not been received for the second consecutive month and no apologies provided. Both assigned County Councillors have been unwell but representation is required. **Action VC**
 - LH commented that following the Special Meeting on Highways (9th July 2018) between the County Council and Haslingfield Parish some white line marking has been undertaken but not on the Barton roundabout. **Action VC**

- 5 **District Councillors Report**
 - A written report was received from PA.
 - The inspection of the South Cambridgeshire Local Plan and the Cambridge Local Plan has now finished and been deemed sound. Whilst a final decision is still pending (due to complete 18th October), the plans effectively have status in the interim. Haslingfield’s position is unchanged.
 - RH commented that the Plans supported the building of several new housing developments but no enhancements to infrastructure.

- 6 **To approve and sign the minutes of the meeting of 13th August 2018**
Proposed LH, seconded JJ. Supported

- 7 **Matters to be reported from these minutes**
 - S/1394/18/FL Demolition of former cement works in Barrington – decision has now been made. All heavy goods traffic will gain access / exit to the site from the A10 at Foxton.
 - Removal of ivy on Well Meadow wall. Conservation team has been contacted again but no response received. **Action VC**
 - Clearance of Wisbey’s Pond: Confirm ownership of Pond – SCDC or Parish Council **Action VC**

- VC advised that Metrorod can check that the underground section of the ditch on Cantelupe Rd is clear of blockages at a cost of £95 +VAT per hour. Expenditure of £300 was agreed, proposed by RH, seconded by LH. Supported. **Action VC**
- CB sent a written report to advise that the installation of a hand pump at Well House Meadow is now complete. Villagers can see a demonstration at the Scarecrow Festival on Sat 15th Sept 10am – 12 noon. Total cost : £122 (within the approved budget).
- An accurate water bill for the allotments has now been received, £145 owing.

8 **Planning applications and decisions**

Applications a) and b) below were SUPPORTED at the interim planning meeting held on 29/08/18

- a) **S/1303/18/FL – 24 The Elms, Haslingfield, Cambs, CB23 1ND**
 - First floor and ground floor extension
- b) **S/3053/18/FL – 67 New Road, Haslingfield, Cambs, CB23 1LP**
 - Detached two storey dwelling and double garage
- c) **S/3355/18/TP – 4 Orchard Rd, Haslingfield, Cambs, CB23 1JT**
 - Tree works – a notification only. No decision required.

9 a) **Hedges**

- A draft general communication, reminding householders to cut back hedges this Autumn, and a separate individual letter for those properties where hedges are significantly obstructing footpaths / the highway were distributed for comment by VC. Thanks to AG for the input he has provided to this subject.
- LH raised a question about the role the Parish Council should play. It was noted that County Councillor Hickford had advised at the Special Meeting regarding Highways (09 July 2018) that concerns about overhanging hedges should be reported to the Parish Council in the first instance. If the problem was not resolved and the hedge deemed dangerous under s.154 of the Highways Act, the Parish Council can report to the County Council for resolution. Any hedges subsequently cut back by order of the County Council will be charged back to the householder.
- JJ asked that before any individual letters are sent, a named person at County Council must endorse this approach and give the County Council's support. **Action VC**
- The meeting approved the general reminder which should be issued as soon as possible via Church & Village magazine / other appropriate communication **Action VC**

b) **Approach for identifying new Parish Councillors**

- Following DC's resignation there are now only 5 serving Parish Councillors (the legal minimum) and 6 vacancies, running the risk that Haslingfield may have to join with another parish should any other Parish Councillor be unable to continue.
- All supported the approach that an advert should be produced and distributed as soon as possible. Each Parish Councillor will also seek to identify individuals that they believe could be encouraged to step forward. **Action VC / All Parish Councillors**

- VC commented that this approach would be discussed with the Monitoring Officer at County Council to ensure compliance. **Action VC**

c) **Newsletter**

- JJ proposed a newsletter is issued at the end of September to all householders. This will cover items such as the Hedges reminder, advert for new Parish Councillors, an update on the Skate Park / playground, traffic calming initiative / vehicle activated sign, new recruits needed for Speedwatch and other subjects deemed appropriate. Supported. **Action JJ / VC**

10 Committee and Working Party Reports

a) **Environment**

Nothing to report.

b) **Village Hall**

Some of the chair seats in the Village Hall require replacement, approx. 30 in total. RH proposed a vinyl seat be purchased at a cost of approx. £500. RH / Alan Stevens will fit the seat backs. Supported.

c) **Allotment**

Annual rents are due to be sent out at end of October. £15 for Haslingfield residents. £17 for others.

d) **Play Areas / Skate Park**

- Skate Park – the original contractor has not done the work over the summer and has not advised when would they would be able to do so. VC has met with two alternative contractors – one of which has provided a verbal quote of £2000 +VAT to bring the skate park back into use in the short term, another quote is expected. VC advised that it is difficult for any contractor to assess the condition of the remaining ramps and so the future of the skate park in the short term is unknown. JJ proposed a budget of £2800 (including VAT) to move this forward. LH seconded. Supported. **Action VC**
 - VC asked both the contractors quoting for the work above to roughly estimate a figure for a like for like replacement for the skate park moving forward so that a fundraising target could be set. An amount of £30-40k has been suggested. The future of the Skate Park will be added to the October agenda for the Parish Council. **Action VC**
 - Playground: 2 items in the playground require replacement / repair. The company that originally supplied the playground (Kompan) has quoted a figure of £3600 +VAT for supply and installation. Awaiting further quotes from the same contractors for the skate park. JJ proposed a maximum budget of £3600 +VAT so that the work can be progressed ahead of the next Parish Council meeting but VC was asked to advise the outcome of the other 2 quotes before proceeding and it is hoped that these will be lower. Seconded by RH. Supported. **Action VC**
 - It was noted that the Playground was built in 2008 and the expected life time of these areas is approximately 15 years (less if wooden structures are used).
- e) **Traffic Calming & Speedwatch (JJ)**
- JJ advised the traffic calming planned in Barton Rd for August will now take place in early October.
 - The vehicle activated sign has now been ordered – delivery date to be confirmed. The cost has reduced to £3,339 +VAT with the help of Joshua Rutherford in Highways
- f) **C&V and website (RH)**

RH will attend the Church & Village's forthcoming AGM at their request representing both Haslingfield Parish Council and the website team.

g) Greenway (LH)

LH has submitted the response on behalf of the Parish Council. Receipt has been acknowledged.

11. Correspondence

a) Parochial Church Council of All Saints, Haslingfield

- David Gale, Treasurer, has written to ask if the Parish Council would consider a grant in support of maintaining the Churchyard as it has done in previous years. JJ proposed £500 (the same amount as before), LH seconded. **Action VC**

b) Haslingfield Village Society

- Jay Cole, Secretary, has asked who they should address with regards to maintenance of the old direction sign at the corner of the Recreation road and New Road which now requires attention. RH advised he will ask his wife to look at this. **Action VC / RH**

c) Stephanie Dale

- Following the cancellation of the 'Rock on the Rec' event at the upcoming Scarecrow Festival, Ms Dale requests permission to hold a similar event – possibly with a band / live music and / or a food van. JJ proposed the support of the Parish Council, seconded by LH. Conditions are that no charge is made for tickets or alcohol and a clean up of the area is undertaken the following morning. Supported.

12. Finance

a) HMRC PAYE payments

HMRC have advised that a PAYE payment was missed in the early part of the 2013/14 tax year, now requiring a catch-up payment of £246.89 to be made to bring the account back to good order. The detail of this has been discussed by VC with HMRC, TA and the Parish Council's current payroll agent and payment is recommended. Proposed JJ, seconded LH, Supported.

b) Resolutions to pay outstanding accounts – proposed LH, seconded JJ.

Vicky Crowden - Parish Clerk
12/09/2018

Date of next Meeting: Monday 8th October at 7.30pm in the Village Hall