

# Haslingfield Parish Council (“HPC”) Minutes

8<sup>th</sup> April 2019

**Attendees:** Parish Cllrs Jenny Jullien (JJ) – Chair; Tony Adcock (TA); Clive Blower (CB); Ron van der Hoorn (RH); Ben Mavely (BM); David Revell (DR), Helen Brown (HB), Simon Duke (SD), Diana Offord (DO), Andrew Gillies (AG) and Lucian Hatfield (LH). County Councillor Kevin Cuffley (KC), Vicky Crowden – Parish Clerk (VC) and 0 members of the public.

**Members: 11 Quorum: 4**

**Meeting commenced 7.30pm**

- 1 **Apologies for absence** – District Cllr Philip Allen (PA)
- 2 **To receive Members’ declaration of interest for items on the agenda** – DO regarding 17b payment to Offord & Camp
- 3 **Public Forum** – no matters raised
- 4 **To approve and sign off the minutes of the meeting 11<sup>th</sup> March 2019**  
No amendments proposed. Proposed by HB, seconded by CB. Supported.
- 5 **To receive the County Councillors’ Report** - Cllr Cuffley presented a verbal report. Key points are as follows:
  - County Cllr Hickford will return to work shortly and both KC and Cllr Hickford plan to attend the annual parish meeting on Monday 20<sup>th</sup> May.
  - 75 Bus Service - KC shared an email dated 29 March 2019 which:
    - Reiterated that in February 2019 it was announced that all subsidised bus services (now provided by the Cambridgeshire and Peterborough Combined Authority) would continue for the 2019/20 financial year
    - Stated that 27 of these contracts, including the 75 Bus Service, were due to end on 31/03/19 but the procurement exercise has taken longer than expected and sought to reassure that there would be no gap in service as current contracts had been extended and the procurement results were expected to be announced by Easter.
  - The Cambridgeshire & Peterborough Combined Authority is conducting a strategic bus review for services for the following 2020/21 financial year.
  - Street Lighting - KC urged all Councillors and private individuals to complete the street lighting performance survey. Link: <https://www.smartsurvey.co.uk/s/BO6ZG/>
  - **Action All**
  - Cambs CC has just implemented a new licence required for hanging anything from a street lamp post e.g. speed monitoring equipment. Keep KC informed of outcome. **Action VC**
  - Cambs CC has been named as a ‘trailblazing authority’ in the national roll out of an innovative approach to children’s social care– backed by a share of an £84m Department for Education (DfE) funding package (<https://www.cambridgeshire.gov.uk/news/department-of-education-helps-cambridgeshire-keep-more-children-safe/>)
  - An annual County Council report will be sent in advance of the annual parish meeting.
  - TA asked for advice on how Haslingfield could secure road surfacing works moving forward. KC recommended that Haslingfield PC invite Jonathan Clark at Cambs CC to assess the roads in person. KC is happy to get involved. **Action VC**
- 6 **To receive the District Councillors’ Report** – PA sent a written report which will be put online. HB raised questions about the movement of the sewerage works to a

South Cambs location, specifically: what were the options; what is the decision process; what is the proposed timeframe and what influence Haslingfield could have? KC commented that its proposed for a site near Waterbeach, most probably within the timing of the next local plan. **Action: VC to send questions to PA for response.**

## **7 Planning Applications and Decisions:**

### **7a – Notification of the outcome of Planning Decisions by SCDC**

- S0057/19/FL: 32, High Street, Haslingfield, Cambs, C23 1JW - APPROVED

### **7b – Notification of the outcome of the Planning Meeting held in between Parish Council meetings – NOT APPLICABLE**

### **7c – Notification of new Planning Applications**

- S/0977/19/TC (for information only): The Vicarage, Broad Lane, Haslingfield, CB23 1JF
- S/1158/19/TC (for information only): 5 days notice re trees at 21, Church St, Haslingfield, CB23 1JE
- Cambridgeshire and Peterborough Minerals and Waste Local Plan – Further Draft Consultation issued for response: meeting agreed to seek confirmation that Rectory Farm, Hauxton, no longer features in these documents as it appears that the focus is now on extending existing sites, if so, no further comment. **Action VC**

- 8 To provide an update on the defibrillator (SD)** – SD has liaised with Roger Wilcocks and is taking over responsibility for maintaining the defibrillator. Battery and pads will need replacing in Sept 2019 (<£350). It is not believed to have been used recently. SD suggested chest compression training as a possible idea. The air ambulance are believed to run training courses. **Action SD**

## **9 To agree a plan to review Haslingfield's footpaths (JJ)**

- List of footpaths and proposed Parish Councillor "owner" issued – amendments agreed.
- No longer required to submit an annual return to Cambs CC but any faults can be logged online for action.
- Meeting discussed whether Community Service Group within village could help put down chippings / plantings in relevant sections.
- **Action VC will reconcile footpath list to Cambs CC interactive map and issue to owners. All owners will review allocated footpaths and send any improvement comments to VC.**

- 10 To agree the need for / next steps on the Parish Emergency Plan (last updated 2014)** – Katharine Southwood at SCDC has sent material to help produce an emergency plan (an optional activity). TA brought the old version and suggested that it may be easier to refresh this document. DO agreed to assess work required. **Action DO**

## **11 To provide an update on Barrington housing development / determine impact for Haslingfield (JJ/VC)** – JJ / VC met with the Barrington Parish Clerk. Key points:

- The first occupants of Redrow development (220 houses) are anticipated in early 2020 (when completed, this will be a substantial increase in Barrington's size).
- Train line between Foxton and the former Cemex site remains in Cemex's ownership and will operate for approximately another 15 years.
- Significant s106 funds (c. £5m) have been secured for Barrington Parish to enable investment in key projects, including its school, open spaces and Village Hall but other areas, e.g. Surgery, are not being progressed.

- Key concerns for Haslingfield are the rising volume of traffic, especially on Chapel Hill and added demand on shared infrastructure. (VC has already asked Cambs CC for information on the anticipated traffic increase – **Action VC**)
  - Parish Councillors questioned whether additional footpath / cycleway within Haslingfield Parish boundary was needed – **Action VC to circulate link to s106 document on Barrington website.**
  - KC suggested that it would be useful to talk through impacts with the s106 Officer if new requirements were identified / the situation had changed, plus also worthwhile to consider the Foxton Hub. Also need to understand how the Community Infrastructure Levy (CIL) works. **Action VC**
  - Liz Fitzgerald from Redrow has kindly agreed to address the Annual Parish Meeting on the 20<sup>th</sup> May 2019.
- 12 To agree format / speakers for the Annual Parish Meeting (20/05/19)**
- Speakers: Chair's report; Barrington Redrow developers and MVAS (CB / LH)
  - Information to be available: a vote on the bequest of the late Mrs Philipson; EW Rail; VH extension and local police
    - Speakers and information were approved. Little Owls will be invited to provide refreshments for sale and the Parish newsletter (going out at the same time) will aim to provide an update on the numerous groups operating locally. **Action VC**
- 13 To debate plans for additional MVAS data collection and agree next steps as appropriate (LH/CB/AG).**
- The majority of Councillors (6) voted to continue MVAS operation without change after it was proposed to collect data without the display being lit.
  - CB proposed to offer to loan the MVAS to Harlton for their use from time to time. Supported. **Action VC.**
- 14 To review the current status of the Badcock Trust / Parish Council (TA)**
- TA advised that, as part of the Village Hall Extension Project, the Parish Council were looking at ways to effectively reclaim a substantial amount of VAT (£>30k).
  - The legal relationship between the Badcock Trust and the Parish Council has again been discussed and the VAT experts need this to be clarified before they can provide advice.
  - NB: The Village Hall Extension sub-committee had previously agreed to obtain VAT advice at a cost of £500
  - TA proposed a separate budget of £500 be set for a legal opinion from Wellers Hedley solicitors. JJ seconded. 1 Councillor abstained. Supported. **Action TA**
- 15 To provide an update on possible contributions to Recreation Ground maintenance by Sports Clubs (RH)**
- RH met with Haslingfield Colts and they have agreed to pay a variable rate, say £10 per child, for use of the Recreation Ground going forward.
  - This will cover approximately 40% of the expenses incurred in maintaining the Recreation Ground. TA stated that this amount was reasonable as the Colts received a subscription fee from its players.
  - RH proposed setting the fee at £10 per child from the start of the new season in Sept 2019 which (if subs are paid up front, then the fee should be paid at the start of the season too). TA seconded. Supported. **Action RH**
- 16 To receive the Parish Clerk's report**
- The Skate Park has been closed once more for safety reasons following damage to the middle section of ramps. BM has contacted various contractors for quotes to fix and is working on a plan for the long term future of the Skate Park.
  - The Parish Council discussed how much they will continue to spend on short term fixes. **Action VC to break out the Skate Park costs to better inform a decision.**

- In the interim, JJ proposed a figure of £750+ VAT to cover a short term fix in this instance, SD seconded. Supported. **Action BM / VC**
- It was previously believed that c. £50k would be needed to finance a replacement skate park. The Parish Council would like to understand the cost of a like for like replacement to better inform the fundraising amounts required. **Action VC**

## 17 Finance

### a) To receive Parish Council financial update as at 31/03/19.

- Agreed not to amend authorised signatories at the moment. Unity Trust Bank is the only account used on a day to day basis and there are three signatories.
- Agreed to move funds as proposed between accounts to maintain maximum deposit protection under FSCS but not to open a 4<sup>th</sup> bank account given imminent expenditure on Village Hall Extension.
- No additional questions raised.

### b) To resolve to pay outstanding accounts:

- Salaries: Alan Stevens, Roy Brown & Parish Clerk - £Confidential
- HMRC - £tba
- Expenses: Parish Clerk
  - £25 (home) + £54 (6x visits) + £30 (Office software)
- Connections Bus Project (09/01/19 – 03/04/19) - £2799.60
- Arnold Baker, Local Council Administration (11<sup>th</sup> edition) - £110.99
- ICO – data protection fee - £40
- Tony Adcock expenses – land search fees - £35.94
- GAWN Associates – structural design - £2430
- Eastern Play Services - £1688.75 (original quote £2064 minus £442.80 credit note)
- Offord & Camp - £354

Plus £3300 to Little Owls as agreed at 11th March 2019 Parish Council meeting

Proposed by TA, seconded by LH. Supported.

## 18 To review correspondence received

- a) Back Lane sign requires repair. **Action VC – report online to Cambs CC**
- b) Salvation Army – clothes recycling collection unit. **Action VC – review the Porker’s Lane site and replace if appropriate.**

## 18 Matters for future consideration

Next agenda will include:

- Review of street lighting in advance of next annual CCC bill.

**Date of next meeting: Monday 13<sup>th</sup> May 2019 at 7.30pm in the Methodist Hall**

**Issued by the Parish Clerk: Vicky Crowden  
13<sup>th</sup> April 2019**