

HASLINGFIELD PARISH COUNCIL

Minutes of the Annual Meeting held on Monday 14th May 2018

Present – Jenny Jullien (Chairman), Tony Adcock (Vice Chairman), Ron van der Hoorn, Clive Blower and Darren Crowe. Newly elected District Councillor Ian Sollom was in attendance. Two people stayed for the main meeting after a presentation to the Heazells.

- 1 Farewell to the Heazells** - There were ten members of the public present to say farewell to the Heazells, who will soon be moving to Stockport. Liz has been involved for many years with the successful running of the Car Scheme and, previously, with the District and Parish Council. Both she and Martin, who has also been very involved in village life, will be much missed. Jo Fullick presented the Heazells with a card, flowers, wine, gardening vouchers and John Lewis vouchers.
- 2 Election of Chairman** - Jenny Jullien was re-elected as Chairman for the next year. Proposed TA, seconded RH. Agreed nem con. All Parish Councillors remained uncontested at the recent elections and continue as before, apart from Tricia Knibbs who has opted out for family reasons.
- 3 Election of Vice Chairman** - Tony Adcock was re-elected as Vice Chairman. Proposed JJ, seconded RH. Agreed nem con.
- 4 Apologies for Absence** – Lucian Hatfield and County Councillors Roger Hickford and Kevin Cuffley sent their apologies.
- 5 Acceptance of Office Forms** – All forms were signed and received, apart from Lucian Hatfield's, which will be signed at the next meeting. Action LH
- 6 Declaration of Interest Forms** – Three 'declaration of interests' forms were returned. The remainder will be returned at the next meeting. **Action relevant Councillors**
- 7 Members Declaration of interest for items on the Agenda** – None.
- 8 Standing Orders & Updated Regulations (including GDPR) – Review and agreement** – The new model Standing Orders were updated by NALC in 2018. The GDPR regulations change this month and EU directives will be taken on board. There is now no need for councils to employ a Data Protection Officer. All other regulations were reviewed and remain the same as before. Proposed TA, seconded JJ. Agreed.
- 9 Open Forum for Public Participation** – Jay Cole pointed out several areas in the village where the new contractors have not yet mowed, including the apple orchard in the Well House Meadow, the area outside the Village Hall and the footpaths from the Recreation Ground to Porker's Lane and the Millennium Pond. The hedge along the footpath from Trinity Close to Fountain Lane is overgrown, and the Clerk was asked to write to the householders involved. **Action FL**
- 10 County Councillors Report** – None sent.

11 District Councillors Report – Newly elected Councillor Ian Sollom attended the meeting. He said that the three District Councillors would work as a team and would be available for residents to contact. Philip Allen will be the point of contact for Haslingfield. Potholes issues have already been passed on to the County Council. Ian said all three new councillors are novices so may not be able to answer questions immediately, but would do their best.

12 To approve and sign minutes of the meeting of 9th April 2018 – Proposed TA, seconded DC. Approved.

13 Matters to be reported from these minutes – Jenny Jullien attended the meeting at Barrington to discuss plans for a new medical centre, chaired by County Councillor Sebastian Kindersley. 220 properties are planned for the Barrington site in addition to many other local building developments which could result in over 1,091 new properties in the area, with no provision for extra medical care. All agreed that extra provision is necessary. Dr Gee from Harston surgery thought that their site could be developed. It was agreed to set up a small working party which, hopefully, would be led by Heidi Allen and made up of Parish Councillors and medical practitioners. It was decided to hold the idea of installing an outside toilet near the Rec until the issue of cleaning is resolved. Opinions were canvassed from other villages, who have had problems with vandalism and cleaning. If volunteers are willing to set up a sub-committee to oversee the maintenance of the facility, the PC is happy to consider the idea. Proposed JJ, seconded TA. Agreed.

14 Planning applications and decisions: (from 23rd April 2018)
S/1205/18/FL - **67 New Road**; Detached Two Storey Dwelling. **Supported**
S/1424/18/TC - **6 Church Street**; Tree works situated within a Conservation Area - 2 Malus on right hand boundary - crown reduce by 2m back to previous pruning points. Holly - reduce height by 1.5 and trim all round mixed hedge on front boundary - reduce height down to top of adjacent gate post, trim back on both sides. **Supported**
S/1368/18/FL - **11, Church Street**; To demolish large damaged shed and replace with a wooden garden home office in the same location. **Supported**
SCDC Decision: Pear Tree Cottage, Harston Rd; Listed building consent. **Approved**

15 Additional Matters for Discussion:

a) Dog Bins - Clive Blower has now installed four new, larger dog bins. The bins on Porker's Lane and the Well House Meadow have been replaced. Two new bins have been installed by the footpath on Barton Road and at the bottom of Quarry Lane. Three more medium sized bins will be purchased with a view to installing them elsewhere in the village. SCDC has been informed of the new locations for emptying purposes.

b) Insurance Quotations – Quotations were sought from Zurich, Norris & Fisher & BHIB, who have now replaced Aon. It was agreed to accept the quote from BHIB for £2108.15. Proposed TA, seconded CB. Agreed. **Action FL**

16 Allocation of Councillors' responsibilities for 2018-19 – It was agreed that responsibilities for 2018/2019 will be decided at the next meeting in June.

17 Committee and Working Party Reports:

- a) **Environment** – A small group met at the Well House Meadow, the Well House was opened and six nest boxes were given away. It was agreed to accept the quote of £438.00 from Buchans to remove the fallen trees from the Well House Meadow roof. Proposed JJ, seconded TA. Agreed. **Action FL**
- b) **Village Hall** – There was a clash of matches on the Rec at the beginning of May. The cricket team was supposed to start their season at 1pm but the Colts football team did not complete their match until 2.15pm. They have apologised and said it was very unusual for the season to run into May. This was due to recent poor weather. Aidan Lonergan or Ross Hickford will now attend the bi-monthly village hall meetings and will provide a match schedule for next year to ensure no clashes with other groups. They now have 8 teams ranging from 8 to 13 years. They offered to help if any work was required to maintain the pitches. They also confirmed that the colts do not use the hall changing rooms nor do they use the toilets. The new season is expected to start again on 8th September. Many good suggestions have been made regarding the Village Hall extension. The position of the stairs will be set back in order to install a lockable door to the upstairs meeting room. The drawings will be on display at the Annual Meeting on 21st May and will be put on the website and the Village Hall noticeboard.
- c) **Allotments** – The new metal gate has been installed and a padlock with a five-digit code will soon be fitted. Unfortunately, two allotment holders have reported that they have recently had asparagus stolen from their plot. A picnic for plot-holders will be held on 8th July 2018.
- d) **Play Area & Skatepark** – The Skatepark and Play Area will be repaired on May 19th. Darren Crowe will give the keys to Play Maintain. Alan Stevens has taped up the frayed climbing rope in the Play Area. Three volunteers have come forward to join the Skatepark Committee and there will be consultations with the children who use it. Quotes for a new Skatepark and grant funding will be investigated. A notice will be put on the village Facebook page. **Action DC**
- e) **C&V and Website** – The meeting was postponed until next Tuesday 22nd May.
- f) **Cycle Path** – Nothing to report.

18 Correspondence – Clive Blower received and answered an email citing the speeding and volume of traffic on Cantelupe Road, verges on Cantelupe Road being mown before orchids are in bloom and signs outside the village boundary. An enquiry was received about the possibility of using the village hall car park for a fish and chip van one evening a week between 4:30-8:30pm. The area will be left clean and tidy after each session. There were no objections to a few trial sessions, preferably outside the shop or the Little Rose. The email will be answered accordingly. **Action RH**
Suzy Offord sent a card thanking the PC for the generous Little Owls grant.

19 Final arrangements for Annual Meeting and donation to Emmaus on May 21st – It was agreed that Councillors will set up the hall at 7pm. It was suggested asking the Little Owls to purchase supplies and serve teas and coffees, and to reimburse costs. A collection box for their funds will be put on the counter. **Action FL**
It was decided to make a donation of £150 to Emmaus for providing a guest speaker. Proposed TA, seconded CB. Agreed. **Action FL**

20 Presentation & Approval of accounts for 2017-2018 – The Annual Governance Statement was agreed. The general reserve was reduced (see item 21). Proposed TA, seconded RH. Agreed. **Action FL**

21 Finance – Resolutions to pay outstanding accounts and confirm internal Auditor for 2019: Keith French will remain the internal auditor for 2019. The allocation of reserves will be modified on the Annual Governance Statement by increasing the environment allowance to £6,000 to repair the Well House Meadow wall and to donate £10,000 towards fundraising for the new Skatepark. It was decided to remove £5,000 from the Cycle Path fund, as the Greater Cambridgeshire Partnership has taken over the project. Traffic Calming will be reduced to £5,000 as an LHI grant of nearly £10,000 has been awarded. Proposed TA, seconded RH. Agreed. **Action FL**

a) **New bank account** – It was agreed that, as the Cambridge Building Society has temporarily withdrawn its Council Saver Account, the PC will open a Metro Bank Account instead, and transfer £75,000 from Barclays. Proposed CB, seconded TA. Agreed. **Action FL**

b) **Salaries – Clerk, Roy Brown, Alan Stevens**
Payments proposed CB, seconded TA. Approved.

Invoices Paid on 14/05/2018:

Little Owls Grant	£4,400
Keith French	£180.00
Glasdon UK Ltd	£1191.00
Clive Blower	£103.80
Tony Adcock (BT)	£119.97
LDS Ltd	£66.00
Buchans	£1386.36
CAPALC	£372.16
Clerk's fees	£997.18
Clerk's expenses	£96.70
HMR&C	£162.72
Roy Brown	£102.50
Alan Stevens	£77.50
Alan Stevens expenses	£50.89
CCC – lighting	£267.76

Remittances:

Eon	£661.32
N W Brown	£850.00
Precept SCDC	£47,255.30

The meeting closed at 9.20 pm.

Frances Laville
Parish Clerk
25/05/2018

Date of next monthly meeting Monday 11th June 2018 at 7.30pm in the Village Hall