

Haslingfield Parish Council (HPC) Minutes (Draft)

9 March 2020

Attendees: Parish Cllrs Jenny Jullien (JJ) Chair; Tony Adcock (TA) Vice Chair; Ron van der Hoorn (RH); Andrew Gillies (AG); Clive Blower (CB); David Revell (DR); Ben Mavely (BM); Diana Offord (DO); Lucian Hatfield (LH); District Councillor Philip Allen (PA); Parish Clerk – Jacqui Cressey (JC). 5 members of the public.

Members: 9 Quorum: 4

Meeting commenced 7.30pm

- 1 **Apologies for absence**—Parish Councillors Helen Brown (HB); Simon Duke (SD)
- 2 **To receive Members’ declaration of interest for items on the agenda** – Cllr DO declared an interest for matters concerning the Village Hall extension
- 3 **Public Forum** – Two of the villagers attending raised concerns over a small piece of Parish Council owned land in Trinity Close where a villager has sent a proposal for landscaping this area. They were also concerned that the Parish Council may sell this land off. Cllr JJ explained that there are no plans to sell the land and any proposals to landscape the area would not be carried out unless it had the approval of the majority of the Parish Council. They were assured that all the parishioners of Haslingfield would be notified of an intent to make any improvements to this piece of land.
- 4 **To approve and sign off the minutes of the meeting 10 February 2020**
Proposed by TA, seconded by RH. All supported.
- 5 **To receive the County Councillors’ Report** – No report received
- 6 **To receive the District Councillors’ report (PA)** – The full written report is posted on the village website. Commenting on the **Wings for Life World Run** which is scheduled to pass through Haslingfield on Sunday 3 May 2020 the councillors were surprised that they and the villagers had not been notified of this event before it was publicised, especially as it will require some road closures. PA apologised but stated that it is not being organised by the council. The following links provide more information on the event and a map of the course; <https://www.wingsforlifeworldrun.com/en/locations/cambridge> and wingsforlifeworldrun.uk@redbull.com to get in touch with the organisers regarding road closures on the day of the race.
- 7 **Planning Applications and Decisions:**
 - 7a – **Notification of the outcome of Planning Decisions by SCDC**
S/4067/19/FL – 1 Cantelupe Road, Haslingfield, Cambridge, Cambridgeshire, CB23 1LU: Rear extension, conversion of adjoined outbuilding, renovations & internal alterations:
AWAITING A DECISION
 - 7b – **Notification of the outcome of additional Planning Meeting**
No meetings held
 - 7c – **Notification of new Planning Applications**
20/01136/HFUL – 6 Chestnut Close, Haslingfield, Cambridgeshire, CB23 1JU; Two storey rear extension and single storey side entrance porch. **ALL SUPPORTED**
- 8 **Village Hall Extension Update**
 1. To approve and sign off the accounts for 2019. **Proposed TA Seconded JJ. All in agreement**
 2. Ratification of approval of the variation to tender of £1,994.25 for modifications to the Fire alarm system. **Proposed TA Seconded JJ. All in favour.**
 3. To approve a variation of £71.17 for roof brackets and tiles for solar panel installation.
Proposed TA Seconded JJ. All in agreement
 4. To approve the variation of £3,288.00 to the budget for the installation of a three-phase electricity supply supported by a donation of £1,000 from the Little Theatre giving an actual variation of £2,288.00. **Proposed TA Seconded JJ. All in agreement**

- 9 Financial Update as at 31/12/2019** – The financial update was accepted by all councillors. Cllr TA proposed that the Barclays Account now be closed and the balance of funds to be transferred to the Unity Bank current account whilst funds reduce in this account as the interim payments for the Village Hall extension are paid out. **Proposed TA Seconded LH. All in agreement**
- 10** To set the date for the **April HPC Meeting** – Cllr JJ proposed the April meeting is held a week early on the 6 April to avoid the Easter Bank Holiday Monday with the Village Hall extension committee meeting the same evening but at an earlier time of 18.30. **All in agreement**
- 11 To receive the Little Owls Funding Application** - A comprehensive report for Haslingfield Little Owls 2019 activities and finances was received by the councillors in advance of the meeting for their consideration for a funding request against the s137 grant. After a discussion with the Chair and Vice Chair of the Little Owls Preschool a grant of £3,000 was agreed for 2020. **All Supported**
- 12 To discuss the proposal from a villager for the landscaping of parish land Trinity Close** – Following on from the public forum discussions Cllr JJ reported that the parish council had received a 14 page document which included a number of photographs from one of the parishioners in the village detailing landscaping proposal for the triangular piece of parish owned land between Trinity Close and Fountain Lane. The Environment Group regularly ‘tidy up’ this area and are aware that it is an attractive area for wildlife. The councillors discussed how they always like to encourage the villagers to make proposals and suggestions for areas of parish owned land but would expect to be involved in the planning and decision making process which would always be published for any interested villagers to make their comments and have an input.
- 13 Skate Park Working Group Update** – The first open meeting of the group was held in the Village Hall on the 27 February at 7.30pm. It was attended by three councillors and the Clerk with apologies from two parishioners. Cllr BM will research funding opportunities and Cllr JJ and the Clerk will visit Haddenham Parish Council to see their new Skate Park that was fully funded by a grant from Wren and Sport England. The next open meeting will be in March/April with the date to be agreed
- 14 To receive the Clerk’s Report** – The report was received with no comments
- 15 Finance**
To resolve to pay outstanding accounts:
- Salaries: Alan Stevens, Roy Brown & Parish Clerks - £Confidential
 - HMRC - £426.77
 - Expenses: Parish Clerk - £25 (home)
 - Offord & Camp VH Extension Interim Invoice #5 20/039 - £39,419.31 (incl. VAT)
 - Buchans February Invoice 2154 – Hedge cutting - £258.00 (incl. VAT)
 - CAPALC Invoice 1862 – Finance Training for Clerk - £160
 - Viking Stationery Invoice 808258 - £118.82 (incl. VAT)
 - Red Graphic January Newsletter Design & Print Invoice 5463 - £645.60 (incl. VAT)
 - Argenta Tree Surveys Invoice 0303 - £1,995.36 (incl. VAT)
 - UK Power Networks Pro Forma Quote No. 3100134502 VH Extension Works - £3,945.60 (incl. VAT)
- Proposed (TA), Seconded (LH) - All supported.**
- 16 To review correspondence received**
- 1.To accept Buchans** quote for overgrowth on the boundary of the recreation ground and Huddlestons property. **Proposed (RH) Seconded (CB) All in agreement**
- 2. To accept Buchans** quote for seasonal work on the recreation ground and approval to carry out a verti-drain whilst they have the machine on hire. **Proposed (RH) Seconded (DO) All in agreement**
- 3. Methodist Church** request to erect the Easter Cross on the Village Green.
Proposed (AG) Seconded (DO) All in agreement
- 4.Repairs to Wellhouse Meadow Wall** - A parishioner has recommended that a qualified surveyor is contracted to visually inspect the wall and prepare a report on the structural condition and detail of recommended repairs for a tender document to be prepared. Cllr’s LH and TA requested that an approach is made to the Conservation Officer for advice on additional work for a more long-term solution.
Proposed (LH) Seconded (TA) All in agreement
- 5.Chestnut Close – Parish Council owned Streetlight** – the Parish Council is historically responsible for the maintenance and energy of one street light in the Village and SCDC wish to upgrade its bulb to LED at the same time they upgrade the other six streetlights As this is a very old street lamp there may be quite a high cost involved to have the light structurally tested for suitability. As it will take many years to

recover this cost in saved energy it was proposed to reject the offer from SCDC and leave the light as it is.

Proposed (JJ) Seconded (LH) All supported

6. MVAS locations update- Cllr CB reported that the MVAS has been located on the two main access roads into the village; Barton Road and Harston Road. He would like to propose that after the 24 April the MVA is sited for four weeks in each location; New Road, High Street and Church Street. After this the cycle will return back to Harston Road and Barton Road. He also proposed that the Cantelupe Road bracket is removed. **All Supported**

7. Haslingfield United Charities- would like to invite a member of the Parish Council to join the governing body of the Charities. Voluntary representatives usually serve for a four-year period and they meet twice a year. They are particularly looking for someone who has an interest in the education of the children at the school. Anyone interested should contact Cllr Ron van der Hoorn.

8. Haslingfield Emergency Plan and the Coronavirus situation – in consideration of the **Coronavirus (covid-19)** situation some parishioners are concerned that our Emergency plan should address the spread of the disease amongst residents and households in the village. After a lengthy discussion the councillors supported a suggestion for a Parish Emergency Officer who would co-ordinate a team of volunteers to look after the vulnerable and elderly and be the main point of contact to any external bodies that call for our assistance. Cllr DO volunteered to be the named Emergency Officer and she will make contact with the County/District Council officers for assistance with the plan as well as talking with parishioners who were involved in creating the current emergency plan document. In the meantime Posters will be displayed on the village noticeboards and Website on how parishioners can protect themselves and others.

17 **Matters for consideration at the next meeting in April**

1. Haslingfield Emergency Plan

2. To confirm Guest Speaker/s for the Annual Parish Meeting

Meeting closed 21.30

Date of next meeting: Monday 6 April 2020 at 7.30pm in the Village Hall

**Issued by the Parish Clerk: Jacqui Cressey
18 March 2020**