

Haslingfield Parish Council (HPC) Minutes (Draft)

8 June 2020

A VIRTUAL meeting of Haslingfield Parish Council took place on Monday 8 June 2020 at 7.30pm using the Zoom media platform

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); Helen Brown (HB) District Councillor Philip Allen (PA); Parish Clerk – Jacqui Cressey (JC). Plus 1 member of the public.

Members: 10 Quorum: 4

Meeting commenced 7.30pm

- 1 **Apologies for absence-** Cllr 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** – comments from the member of public attending the meeting were accepted by the Chairman under Item 8c the Planning Application **20/01955/FUL**.
- 4 **To approve and sign off the minutes of the meeting 11 May 2020** – **Proposed:** (HB) **Seconded:** (RH) **All supported**
- 5 **To approve and sign the Annual Parish Meeting minutes 20 May 2019** - **Proposed:** (TA) **Seconded:** (DO) **All supported**
- 6 **To receive the County Councillors' Report** – No report received
- 7 **To receive the District Councillors' report (PA)** – The full written report is located on the Village website and the Parish Council Facebook page. Cllr Mavely enquired about the funds available from South Cambs to support projects for children and young people and Cllr Allen offered to send Cllr Mavely the link for more detailed information.
- 8 **Planning Applications and Decisions:**
 - 8a – **Notification of the outcome of Planning Decisions by SCDC**

20/01552/FUL- Grove Farm, Harlton Road, Haslingfield; Change of use from two holiday lets to two 2- bed permanent residential dwellings- Resubmission of **S/1261/19/FL – AWAITING DECISION**

20/01706/HFUL – 28 Cantelupe Road, Haslingfield, CB231LU; Ground floor redesign, fascade alterations and associated works – **GRANTED**

20/01705/CL2PD- 28 Cantelupe Road, Haslingfield, CB231LU; Certificate of lawful development for a loft conversion – **AWAITING DECISION**

20/01529/HFUL – 6 The Meadows, Haslingfield, CB23 1JD; Single storey rear extension – **GRANTED**

20/0147/HFUL – 38 Cantelupe Road, Haslingfield, CB23 1LU; Single storey rear extension – **AWAITING DECISION**
 - 8b – **Notification of the outcome of additional virtual Planning Meeting** held 27 May 2020 and attended by Cllrs. JJ, RH, HB, DR. **20/01798/HFUL** - 37 Badcock road, Haslingfield, Cambridgeshire, CB23 1LF; Single storey side extension and partial garage conversion - **ALL SUPPORTED**
 - 8c – **Notification of new Planning Applications**

20/01955/FUL- 58 Broad Lane, Haslingfield, Cambridgeshire, CB23 1JF; Erection of detached dwelling with access, car port & car parking with secure cycle and garden store to the rear of existing house – Consultation date extended to the **22 June 2020** to allow the councillors to review a number of residents comments submitted at short notice.

20/01994/HFUL -73 New Road, Haslingfield, Cambridgeshire, CB23 1LP; Demolition of existing garage and single storey rear extension and construction of replacement garage to side and two storey rear extension – **MAJORITY SUPPORTED**
- 9 **Village Hall Extension Update-** Cllr (TA) sent an update report to all the councillors prior to the meeting and he requested ratification of the additional cost of £685.27 for the kitchen cupboards in the meeting room. **Proposed:** (TA) **Seconded:** (JJ) **All Supported.** Offord & Camp are forecasting completion of the project by the end of June.

- 10 **To approve the updated Standing Orders and Financial Regulations** – Cllr (JJ) reported that it has been very difficult for the team of four working on these documents to operate through virtual meetings so she informed the councillors that this project will be delayed until the time that it is possible to have a face to face meeting.
- 11 **Lamp post - Orchard Road** – Cllr (JJ) explained that this lamp post was one of the seven streetlights that CCC transferred responsibility to the Parish Council last year. It was most likely installed when there was a row of workers cottages standing in this area. It is now located within a private property boundary and the councillors were asked to agree on one of the following actions: Leave the light in situ and continue to be responsible for it; Disconnect the power and remove the lamppost; the property householder to take over the cost of the energy to the light. The **majority supported** the disconnection and removal of the lamp post. **Action:** Clerk (JC)
- 12 **Haslingfield Support Team – Covid-19 Update** - Cllr (DO) sent a report on the work of the Support Team to the councillors in advance of the meeting for information. The main task now is to consider how to continue to support elderly and vulnerable residents in the village as the lockdown measures are relaxed. We can also use this experience to rewrite the Village Emergency Plan for the future. Cllr (HB) offered to assist Cllr (DO) with this task. At this point in the meeting it was appropriate to record that the Parish Councillors would like to say a big **Thank you** to all the volunteers and those who have been working behind the scenes to support and help the vulnerable and elderly village residents whilst the lockdown measures have been in place.
- 13 **To receive the CC proposal to change the route around the village of Bus Service 75 from September 2020** – After a discussion on the elderly residents and their need to use the Bus Shelter to wait for the bus to arrive the councillors voted to oppose the proposal on the basis that the bus service will run on the opposite side of the road to the shelter under the new proposal – **Not Supported:** Action; Clerk (JC) to provide feedback to the Public Transport Team at CCC.
- 14 **To confirm the Parish Council's interest in the Integrated Water Management System Study commissioned by SCDC and CCC** – Cllr (JJ) explained that the aim of the study is look at all aspect of the water environment, to consider the sustainability of the growth being proposed in the Local Plan, the water infrastructure that will be required and the measures needed to manage and protect the water environment. The majority of councillors confirmed their interest in the study and wish to be kept informed of the project progress and findings through the study updates from Stantec. **Action:** Clerk (JC) to inform Stantec of the Parish Council's interest.
- 15 **To receive the Clerk's Report** – The report was received by the councillors with no questions
- 16 **To approve 2019/20 Parish Council Accounts for the Annual Governance and Accountability Return**
Proposed: (TA) **Seconded:** (DO)
- 17 **Finance – To discuss the option of obtaining a Credit Card for the Parish Council and agree the monthly spending limit** – It was agreed that the Parish Council should hold a credit card for incidental payments, the Clerk would hold the card and reconcile the monthly statements. A monthly spending limit of **£500** with a maximum spend of **£200** per item was suggested - **All Supported**
To resolve to pay outstanding accounts:
- Salaries: Alan Stevens, Roy Brown & Parish Clerk - £Confidential
 - HMRC - £405.58
 - Expenses: Parish Clerk - £25 (home)
 - Expenses:
 - Cllr Jullien – Amazon Prime – Hard Drive for PC data backup - £85.49 (incl. VAT)
 - Cllr Jullien – Nisbets VH Extension Kitchen Equipment £4,974.55 (incl. VAT)
 - Cllr Jullien – John Lewis VH Extension Kitchen white goods- £1,457.00 (incl. VAT)
 - Cllr van der Hoorn – monthly SIM card fee – Support Team mobile - £6.00
 - Buchans May Invoice 2246 – Grass cutting etc. - £1091.90 (incl. VAT)
 - Buchans invoice 2225 – Cut back trees Broad Lane - £36 (incl. VAT)
 - Viking Stationery Invoice 185795 - £114.86 (incl. VAT)
 - Haslingfield Community Warden Scheme s.137 grant 2020/21 - £3,000
 - Herringbone Restoration Invoice 510 amended to - £2,838.00 (incl. VAT)
 - Offord & Camp Interim invoice #7 20/073 - £2,937.60 (incl. VAT)
 - CAPALC Affiliation fee 2020/21 - £460.95 + Data Protection option £50 = £510.95
- Proposed** (TA), **Seconded** (LH) - **All supported.**

To review correspondence received

1. To consider suggestions for the maintenance of Wellhouse Meadow grass from Mr John Offord – Cllr (JJ) commented that in future the village will need to consider how best to manage the meadow grassland which has been under discussion for many years. The area is mostly used by villagers/ dog walkers and the Scouts and Owls once a year on bonfire night after which the area is reseeded with a wildflower mix. It was suggested that this should be a topic for discussion at the Annual Parish Meeting to be held later in the year for the villagers to express their opinions.
2. Marie Curie Information and Support phonenumber – funding request – After discussion it was felt that we should support charities that are within and linked to Haslingfield in the first instance. **All agreed.**
3. Community Masks4 NHS – The Chairman had not received their report in time for the meeting so this item was not discussed.
4. Overgrown tree on the footpath from Butler Way to the Church – After discussion it was proposed to cut the tree right down to the roots but Cllr JJ will also obtain advice from the Tree Survey officer when she meets with him on the 17 June. **Proposed (AG) Seconded (JJ) Majority Supported**
5. Wellhouse Meadow Manor House Drive Gate – An additional padlock has been attached to the gate on Manor Drive by an unknown person, and this prevented the contractor from cutting the paths in the meadow on the 5 June. This has since been removed by the Parish Council and the paths have now been cut.
6. County Broadband – This company have sent leaflets to all the householders in the village offering a full fibre broadband connection to properties in the future. They will require a minimum take up of 30/40% of villagers to make the scheme viable and villagers are urged to complete the form at the bottom of the leaflet they receive to register their interest in the first instance.

Meeting closed at 9.15pm

Date of next meeting: Monday 13 July 2020 at 7.30pm online through Zoom Media

Issued by the Parish Clerk: Jacqui Cressey

16 June 2020