

Haslingfield Parish Council (“HPC”) Minutes (Draft)

Monday 11 October 2021

Attendees: Parish Cllrs Jenny Jullien (JJ) – Chair; Tony Adcock (TA) Vice-Chairman, Andrew Gillies (AG); Clive Blower (CB); Zoe Ratnasothy (ZR); Ben Mavely (BM); Clare Munday (CM) left the meeting at 9.00pm; Diana Offord (DO); County Cllr Maria King (MK); District Cllr Ian Sollom (IS); Jacqui Cressey – Parish Clerk (JC) Lise Jackson – Assistant to the Clerk (LJ). Two members of the public attended.

Members: 9 Quorum: 4

Meeting commenced 7.30pm

- 1 **Apologies for absence** –Cllrs David Revell, Simon Duke
- 2 **To receive Members’ declaration of interest for items on the agenda** – Cllr Zoe Ratnasothy declared an interest in the planning application for 1 River Lane and left the meeting during this discussion.
- 3 **Public Forum** – A member of the Eco group raked and scarified half of the meadow in front of the wellhouse and scattered seeds in this section. She recommended that it should not be mowed between March and September to enable the seeds to proliferate. There was a discussion about the mowing schedule. Cllr (ZR) agreed to look into mowing with the Eco group and report back to a future meeting on the findings of the discussion.
- 4 **To approve and sign off the minutes of the HPC meeting 13 September 2021 which included the minutes of the planning meeting of 25 August 2021** – No amendments. The minutes were signed off by (JJ). **Proposed** (TA) **Seconded** (CM) **All Support**.
- 5 **To receive the County Councillors’ Report** – Cllr (MK) provided a report in advance of the meeting and this is available to read on the website. At the meeting (MK) advised that South Cambs doesn’t have the highest Covid-19 rate in the whole county but it is still high, so masks are being reintroduced into secondary schools and for teachers in primary schools. She also applauded the village on declaring a Climate and Ecological emergency – there is a biodiversity team at Cambridge County Council and Maria offered any assistance if the village requires it. The county is in the process of consolidating 20mph requests from the villages. Cllr (CM) said that she would contact the County Council direct as she believed Barton Road would benefit from a 20-mph limit.
- 6 **To receive the District Councillors’ Report** – Cllr (IS) provided a report in advance of the meeting and this is available to read on the website. At the meeting (IS) commented that South Cambs also have a Covid-19 update that echoes the report from the County Council and they are trying to promote some of their support services available with regard to living independently after Covid-19 and the changes to Universal Credit payments. Plans are being drawn up to tackle illegal parking moving the responsibility for civil parking enforcement from the police to the county council.
- 7 **Planning Applications and Decisions:**
 - a) **Notification of the outcome of Planning Decisions by SCDC;**
21/03798/SCRE: Land East of Mullard Radio Astronomy Observatory Wimpole Road Barton - Screening Opinion for the development of a solar farm. **Environment Impact Assessment (EIA) screening not required.**
 - (b) **Notification of the outcome of the planning application** reviewed at a special planning meeting - None
 - c) **Notification of new Planning Applications;**
21/03767/HFUL: 5 Quarry Lane Haslingfield CB23 1LB – Increase the height of the chimney stack to comply with HETAS regulations. **All Support.**
21/04292/FUL: 67 New Road Haslingfield CB23 1LP – Erection of 1no 3bed dwelling with associated infrastructure works and extension to existing dwelling following demolition of garage and kitchen area. **Majority Support.**
21/00294/FUL: 1 River Lane Haslingfield CB23 1LX – Erection of a dwelling house with associated garage, parking, amenity space and infrastructure, following the demolition of the existing house and associated building. **Majority Support.**

- 8 To review the investigations into the possibility of conducting hybrid parish council meetings in the future – Cllr (CM)** spoke with the technical expert in the Little Theatre for advice on the equipment required to conduct a hybrid meeting and it would involve passing a microphone between the ten councillors before speaking at the meeting with a separate microphone for any members of the public attending. It would also require a mixing unit that would require an operator and a camera. It was suggested that more research is carried out on the best methods and equipment to provide the highest quality option and then review the cost to do this.
Action: Cllr (ZR) to investigate the equipment used at Addenbrookes Hospital for hybrid meetings. Cllr (CM) to review the options for placing one microphone in the middle of the meeting room and to research how to provide the minimum amount of high-quality equipment to give the best result. The findings to be reported back at a future meeting.
- 9 To discuss the information collected on how to register the Country Kitchen Shop as an Asset of Community Value – Cllr (ZR)** contacted the Development Officer for Sustainable Communities and Partnerships at South Cambs DC who explained that the main reason for registering a property as a community asset is to allow the parish council 6 weeks to express an interest in purchasing the property if it is put up for sale on the market. (ZR) asked if the registration would impact on a planning application and a reply from the officer after the meeting has indicated that *“listing as an ACV is a ‘material consideration’ when planning committee comes to consider the application for development/change of use”*. The listing won’t prohibit permission for change of use being given but it will carry weight.
When considering this information from the development officer (ZR) proposed that the parish council does not pursue this action as it will still be possible to comment and object to a change of use at the planning application review without formally registering the shop as a community asset.
- 10 To review the request for a member of the parish council to join the board of Governors for Haslingfield United Charities - Cllr (BM)** volunteered to join the board of governors and attend the next meeting in January 2022.
- 11 To review and discuss the options/quotes for the Barton Road Bus Shelter- Cllr (AG)** produced a report on the options to replace or repair the Bus Shelter which was circulated to the councillors prior to the meeting. However, on the day of the meeting some additional information was received from a villager detailing a different way of repairing it. The councillors agreed in principle that the shelter should be repaired subject to receiving costings. **Majority Support. Action:** Cllr (AG) to investigate repair possibilities and the item will be added to the agenda of a meeting in the early part of the new year 2022.
- 12 To review the three quotations for the Stage 3 of the village tree works and to authorise the selection of one of the quotes -** – The three quotes were reviewed and it was proposed that the most competitive quote be accepted from Shire Trees Ltd. **Proposed:** (JJ) **Seconded:** (CB) **All Support.**
- 13 To authorise the purchase of a new Laptop for the newly appointed Clerk & RFO – Proposed:** (JJ) **Seconded:** (TA) **All Support.**
- 14 To discuss and agree the continuation of the formal agreements with the food vans from December 2021 – Cllr (BM)** proposed that the formal agreements with the parish council and the various food vans should be extended for another year. It was noted that the rota detailing which van is serving that evening works well and the services are well received by the villagers. **Proposed:** (BM) **Seconded** (JJ) **All Support**
- 15 To receive a report from the newly formed Eco group - Cllr (ZR)** reported that the new Eco group have had their first meeting. they have selected two steps from the Friends of the Earth 20 step plan and have asked the parish council for support for these two steps; taking part in lift-sharing schemes and managing land for nature (increase tree cover, encourage villagers to plant native wildflowers, eliminate pesticides). A big spring event on the Eco theme is suggested for May 2022. The Eco group will meet monthly and (ZR) will report back to the parish council monthly meeting.
- 16 To receive the Parish Clerk’s report -** No change to the report.
- 17 Finance – To receive and authorise the half yearly financial update –** the councillors confirmed that in the future they will continue to receive the financial update, Bank reconciliation and budget variance reports on a quarterly basis. The chairman signed off the financial update report and the Bank reconciliation. **Proposed** (JJ) **Seconded** (TA) **All Support**

To resolve to pay outstanding accounts:

- Salaries: Alan Stevens, Roy Brown, Parish Clerk & Assistant to the Parish Clerk - £Confidential
- HMRC - £248.96
- Expenses:
 - Parish Clerk - £25 (home)
 - Expenses – Phil Golden Lottery Fund grant for Badcock Anniversary Event 4 September 2021 - £4,000.00 – **Authorised at the HPC Meeting 13 September Agenda Item 9- Paid 16/09/21**
 - Expenses – Phil Golden Parish Council contribution for Badcock Anniversary Event 4 September 2021 - £774.15 – **Authorised at the HPC Meeting 13 September Agenda Item 9- Paid 16/09/21**
- Buchans contracted groundworks for September Invoice 2673 £984.40 – **re-calculated** to total **£811.00 (incl. VAT)** after deductions and revisions.
- Viking Stationery – Invoice 7621867 - £204.52 (incl. VAT)
- Viking Stationery – Invoice 7645954 - £3.47 (incl. VAT)
- D Winton-Smith Planning & Design – Invoice 157 Balance of fee for Land Registry compliant plan- Chapel Hill – £250.00
- PKF Littlejohn LLP – AGAR auditing fee YE 31/03/2021 - £480.00 (incl. VAT)
Proposed: (JJ) **Seconded:** (TA) **All support.**

18 To review correspondence received

1. To review the request from The Connections Bus with regards to locating volunteers to help with running the Tuck Shop - The councillors agreed it would be difficult to find volunteers to replace the previous long standing village supporters so it was agreed that the parish council would fund the extra £18 per session to pay for the Connections Bus to provide the extra staff required to run the tuck Shop. **All Support.**

Meeting ended 9.25pm

Date of next meeting: **Monday 8 November 2021** at 7.30pm in the **Methodist Church Hall**

Issued by the Parish Clerk: Jacqui Cressey

19 October 2021