

# Haslingfield Parish Council (“HPC”) Minutes - Final

## Monday 9 May 2022

**Attendees:** Parish Cllrs Diana Offord (DO) – Chairman; Clive Blower (CB) – Vice Chairman; Liz Hales (LH); Ben Mavely (BM); Zoe Ratnasothy (ZR); former Parish Cllr Jenny Jullien (JJ); County Cllr Maria King (MK); District Councillor Lisa Redrup (LR); Lise Jackson – Parish Clerk (LJ). Two members of the public attended in person; two members of the public attended via Zoom.

**Members: 5 Quorum: 4**

**Meeting commenced 7.30pm**

1. **To elect a Chairman and Chairman to sign Declaration of Acceptance of Office** – JJ presided. DO was proposed as Chairman. **Proposed (BM), Seconded (LH) All supported.** DO signed Declaration of Acceptance of Office.
2. **To elect a Vice-Chairman and Vice-Chairman to sign Declaration of Acceptance of Office** – CB was proposed as Vice-Chairman. **Proposed (LH), Seconded (BM) All supported.** CB signed Declaration of Acceptance of Office.
3. **To discuss co-option of Zoe Ratnasothy and Andrew Gillies** – It was proposed that ZR and AG be co-opted to the Parish Council. **Proposed (BM), Seconded (CB) All supported.**
4. **To receive apologies for absence** – none
5. **To receive declarations of interest from any Councillor with regard to items on the agenda** – none
6. **Public Forum** – none
7. **To review correspondence received:**

Email re: bicycles in the quarry – A follow up email was received regarding litter and damaged caused by cyclists in the quarry. The Parish Council thanked the villager for their work in keeping the quarry litter free and for repairing damage. The land on which the cyclists are building ramps is not PC land, and the PC cannot police this land. The PC is fundraising for a skatepark with the hope that the cyclists will use it instead once built.
8. **To approve and sign the minutes of the meeting of 11/04/22** – The minutes were signed by DO. **Proposed (CB), Seconded (BM) All supported.**
9. **To receive the County Councillor’s report (MK)** – Cllr MK sent a report which is available to read on the website. Cllr MK gave a further update about the 20mph zones. The budget and criteria have been identified at a higher level. She reported that success of local highway initiatives in neighbouring villages has been hit or miss. She mentioned No Mow May. HPC is not taking part, as the mowing schedule had already been decided before the initiative was promoted, although Wellhouse Meadow is only being mowed twice this year. HPC encourages villagers to take part in their own gardens.
10. **To receive the County Councillor’s report (LR)** – Cllr Redrup was welcomed as the new District Councillor for Harston & Comberton ward (including Haslingfield). She will provide her first report next month.
11. **Planning Applications and Decisions:**
  - a. Notification of the outcome of Planning Decisions by SCDC:  
**21/05404/FUL** - 58 Broad Lane Haslingfield CB23 1JF - **Withdrawn**
  - b. Notification of the outcome of planning applications reviewed at a special planning meeting: None
  - c. Notification of new Planning Applications:  
**22/01028/HFUL** - 30 Broad Lane Haslingfield Cambridgeshire - Erection of a garden shed for the storage of bicycles – **Majority supported**
12. **To approve Standing Orders and Financial Regulations (DO)** – It was proposed the Standing Orders and Financial Regulations be approved with plans to review them over the next months. **Proposed (ZR), Seconded (BM) All supported.**
13. **To approve Asset Register (CB)** – It was proposed the Asset Register be approved with plans to review it over the next months. **Proposed (CB), Seconded (BM) All supported.**
14. **To confirm insurance cover for all insured risks (DO)** – LJ confirmed the insurance premium for the next year was included in invoices to be paid. **All supported** paying the invoice.
15. **To review the Council’s subscriptions to other bodies (DO)** – LJ confirmed the PC is a member of CAPALC.
16. **To review the Council’s complaints procedure (DO)** – It was agreed that DO and LJ would review and defer request for approval until June.
17. **To review the Council’s procedures for Freedom of Information requests (DO)** - It was agreed that DO

# Haslingfield Parish Council (“HPC”) Minutes - Final

## Monday 9 May 2022

and LJ would review and defer request for approval until June.

- 18. To review the Council’s media policy (DO)** - It was agreed that DO and LJ would review and defer request for approval until June.
- 19. To determine the time and place of ordinary meetings up to and including the AGM 2023 (DO)** – It was agreed that meetings would be on the second Monday of the month at 7:30pm in the Village Hall when possible.
- 20. To discuss support for Ukrainian refugees in the village (DO)** – ZR reported that there are currently two Ukrainian families in the village with one family on the way and one family with visas pending. The families have been warmly welcomed by villagers and been offered many items. The main problem is public transport. It was suggested they contact the car scheme. A clearer bus timetable was discussed. ZR and Michelle Golder (MG) will look into car sharing via the website after the Jubilee weekend.
- 21. To receive the Eco Group report (ZR)** – ZR gave a verbal update regarding the Eco Event on the Jubilee Weekend. MG has been working very hard on the event, with updates going on Facebook. Brochures will be delivered to villagers in the next few days. MG asked for offers of gazebos as back up. The PC thanked Michelle and her team for all their hard work.
- 22. To finalise preparations for the Annual Parish Meeting and donation to EAAA (DO)** – LJ reported the current draft agenda. It was agreed that HPC would donate £200 to EAAA.
- 23. To discuss hybrid meeting kit (CB)** – This meeting was the first advertised broadcast meeting on Zoom. CB reported that villagers had successfully logged on to watch part of the meeting. CB has labelled all wires and has written instructions should another Councillor need to set up the kit.
- 24. To discuss Cambridge Greenways Survey access (DO)** – Cambridge Greenways has requested access to land adjacent to PC land to conduct surveys for a Haslingfield to Cambridge Greenway. **All supported.** The PC would like a better map showing exactly where the land to be surveyed is and for a route map for the Greenway.

### 25. Finance

#### To resolve to pay outstanding accounts

• Alan Stevens	Maintenance of Village Hall	£Confidential
• Roy Brown	Mowing village green & emptying bins	£Confidential
• Lise Jackson	Administration	£Confidential
• HMRC	Tax & NI	£146.66
• Lise Jackson	Clerk’s home expenses	£25.00
• Lise Jackson	Stamps (expenses)	£12.36
• Lise Jackson	Mileage to deliver nomination papers	£11.25
• Renaisoft (William Harrold)	Web tool	£8.00
• BHIB Insurance	Invoice for June 22 – May 23	££2,226.66
• Gigtent invoice	Marquees for Eco Event	£459.00 (incl. VAT)
• Helena Perry	School art event for Eco Event	£200.00

**Proposed (BM) Seconded (ZR) All supported**

Meeting ended 8:25pm

Date of next meeting: **Monday 13 June 2022** at 7:30pm in the Village Hall

Issued by the Parish Clerk: Lise Jackson

12 May 2022