

\HASLINGFIELD PARISH COUNCIL

Minutes of meeting held on Monday July 13th 2015

Present –Trina Backhurst, Tony Adcock, Christine Kipping, Jenny Jullien, Ron van der Hoorn, Lucian Hatfield, Sue Watson, Julie Coxall and Kirsty Walker. County Councillor Sebastian Kindersley and District Councillor Robin Page were not in attendance. Trina Backhurst chaired the meeting in Bob Branch's absence.

- 1 Declaration of Acceptance of Office forms** – This was received from Kirstie Walker, signed and witnessed.
- 2 Register of Parish Members Financial and other interests forms** – The completed form was received from Kirstie Walker, signed and witnessed.
- 3 Apologies for Absence** – Bob Branch and John Miller sent their apologies.
- 4 Members Declaration of interest for items on the agenda** – Trina Backhurst declared a possible interest in The Elms maintenance fund as she works for N W Brown Group Ltd, who manage the fund..
- 5 Open Forum for Public Participation** – A resident of Watson's Yard mentioned the footpath on the corner of New Road and the dangers of crossing the road from there into the recreation ground. She would also like to see safety increased for children going to the school and suggested getting a zebra crossing or lollipop lady. Both areas have fast traffic going by, despite the speed restrictions. Christine Kipping said this would be expensive and suggested parents get together to organise a supervised walk to school. The clerk will find out about the school's existing travel plans. **Action FL**
- 6 District Councillors Report** ó None received.
- 7 County Councillors Report** ó None received.
- 8 To approve and sign the minutes of 8th June 2015** ó Approved and signed. Proposed CK, seconded LH.
- 9 Matters to be reported from these minutes – (item 11a)** The clerk reported in his absence that RB had contacted Cllr Poulter, Vice Chair of Linton PC, who was happy to help and advise from their experience. RB will have discussions with him and report back at the HPC August meeting. **Action RB**
(item 11b) RB has spoken to the Local Government Ombudsman Office about the inadequate response by CCC over the Balfour Beatty street lighting works, and sent them a letter. We await a response
- 10 Planning applications and decisions: S/1395/15/FL - 52, Broad Lane, single storey front and side extension and 1.5 storey rear extension ó no objections;**
S/1459/15/FL - 93A, New Road, single storey side extension ó no objections.
Permissions granted by SCDC: S/0340/15/FL – 6 & 7 College Crescent, single storey side and rear extensions to No. 6 and pitched roofs to front porches of Nos. 6 & 7.

11 Additional matters for discussion: -

A written report on the various defibrillator options is to be sent out. **Action CK**
A notice has been put up in the telephone box and broken glass pane has been replaced.
A warning sign will be put up by the wier where children have been playing. **Action FL**
Bus timetables and leaflets from South Cambs are to be put in public places. **Action FL.**

CK suggested paying for the Diamond Jubilee books mentioning the millenium oak in the Wellhouse Meadow. These can be bought for the village archive. Proposed RH, Seconded LH. Agreed nem con.

A complaint was received from a resident that £2.50 was being charged, including a free burger, to use the Play Area during the Family Fun Day, which was raising money for facilities in the village. Jenny Jullien is waiting to hear from the organisers of the event. The clerk reminded councillors to fill in the footpaths forms, although all the need for grass cutting has already been reported on all footpaths. **Action Councillors**

The clerk was asked to put the Connections Bus as a regular item on the Agenda and circulate the reports. **Action FL**

12 Committee and Working Pary Reports:

- a) **Environment** ó Sue Watson is to contact the volunteers for the Working Party to start work at the Wellhouse Meadow. Some undergrowth has been cut already. **Action SW**
Himalayan Balsam is now filling the ditches surrounding Springhall Farm. The clerk is to report this to the County Council and contact Barton Parish Clerk. **Action FL**
The quote from CGM to cut the ditch and verge on Barton Road footpath and to expose more of the tarmac currently covered in weeds was accepted. Proposed RH, seconded JJ
- b) **Village Hall** - 16 new tables have been ordered. Old tables will be sold off at £10 per table. Plan to reduce the number of black chairs from 29 to 16 (2 stacks of 8) for use by cricket team, little stars and art & craft workshops. The rest will be sold due to lack of storage space. 2 New 200W amplifiers, loop tester and wireless microphone system (one handheld and one lapel) have been purchased, to be installed in the next 2-3 weeks. A towel dispenser has been purchased and installed in the kitchen. An electrician has checked the electrical installation and repaired the bollard light, lights above the front door and the socket on the stage. Standard fuses will be replaced with Residual Current Devices (RCD or earth leakage fuses) to isolate problems with the electrics. Two no dogs signs on the Recreation Ground have been uprooted and the signs damaged.
- c) **Allotments** –A meeting will take place during the week. Taps on two of the water containers were broken and have now been repaired temporarily. The lawn mower has been marked by Cambs police. There is no waiting list, but there are some very overgrown plots so the Allotment Society is considering changing the terms to encourage people to look after their plot or otherwise they will be asked to vacate it.
- d) **Trumpington Meadows** ó There is a meeting taking place tomorrow.
- e) **Play Areas** ó Roy Brown reported that the repair work to the ramps at the Skate park has been done using old wood and is already beginning to show signs of wear. The clerk will chase up Clever Curves to replace with new wood under the warranty. **Action FL**
The Play Inspection Company will do a thorough inspection of all the play facilities next month.

- f) **Tennis Club Lease** – The tennis club has requested that a shed be put on Parish Council land. RB is to be asked to explain this more fully at the next meeting. Development work on the tennis courts and lighting will start at the end of August. **Action RB**
- g) **Traffic Calming Measures** – There has been a site meeting between John Miller and Skanska. Lucian Hatfield (LH) is arranging to consult residents along Barton Road and the first part of Church Street from New Road. A report will then be presented to the council in August. There has been an issue with putting a chicane at the entrance to the village as it has been rejected by risk assessors. This means there is now nothing to stop speeding down Barton Road. **Action LH**
- h) **C&V and website** - Photographs were taken of all 750 pictures in the Haslingfield archives. These will now need to be cropped, marked and made fit for publication on the website. **Action RH and team.**
- i) **Telephone box and defibrillator** – CK sent an email to the councillors showing other defibrillators obtained in the locality after consulting clerks. Most defibrillators are locked to protect from vandalism, but the universal code can easily be obtained by dialling the Emergency number. The British Heart Foundation (BHF) can provide grants for up to three machines but will require £400 per defibrillator towards the cost. The outside cabinets will cost around £590 each. Free training will be given by the Ambulance Service to all sports groups and interested parties. It was agreed to purchase two defibrillators and seek guidance for different locations in the village. Proposed TA, seconded JJ, RH agreed to talk to the Village Hall Committee and sports clubs about a contribution towards the costs. **Action RH**
- j) **Cycle Path** – RB had a discussion with the new Chair of Grantchester PC. They would only consider the route alongside the motorway and towards Roman Hill, so nothing to discuss further with them. LH is looking again at the two remaining options along bridleways on that route and will report back. **Action LH**
- k) **Emergency Plan** – There was a desktop exercise for team members last week with actors playing various roles. Unfortunately, the SCDC Emergency Officer was not contactable and TA asked for a meeting to understand how to work better together, as there were not enough people involved in the exercise to make it worthwhile. He would like a short list of people to contact from all over the parish in future. **Action TA**

13 Correspondence – The Colts football club would like new, larger goals for the under 11s team at the Recreation Ground and have raised sponsorship for half of the cost (£2,394 including VAT). They wondered if HPC were in a position to contribute half the cost as they did some years ago. The clerk is to find out how much was paid before. **Action FL**

CK would like to see an item in the August Agenda for ideas on how to celebrate the Queen's 90th birthday in April.

The clerk asked to go on leave between 15th to 30th August 2015. All agreed.

14 Finance –

- a) **Quarterly Finance Report** - TB and the clerk are to look into the arrangements for collecting the investment management fee from N W Brown's. The fee should be taken from the fund account and not the Barclays current account as wrongly stated in the accounts. **Action TB/FL**

The clerk has signed up for online banking with dual authorisation and asked the three signatories to contact the bank so that cheques can be authorised online in future. **Action RB, TA, JJ**

It was agreed that the annual payment from the Elms maintenance fund would be increased from £500 to £850 per annum with immediate effect. Proposed TA, seconded LH. **Action FL**

- b) Laser Printer costings** - The clerk will obtain costs per page, and ask for a contribution from Foxton to buy a new Printer for up to £200, to be agreed with RH. Proposed TA, seconded JJ. **Action FL**
- c) The Elms groundworks** - No breakdown of costs from CGM for The Elms has been forthcoming as yet. The clerk is to obtain rough costs of treework done. **Action FL**
 The clerk was asked to check if members of the public can stay for the Finance report part of the HPC meeting. **Action FL**
 TB is to contact NW Brown in the next 6 months to check the terms of auto enrolment into a pension scheme for all three employees, giving best options available. The staging date is 1st August 2016. **Action TB**
 RH gave the clerk meter readings to be reported to Eon this month. **Action FL**
- d) Resolution to pay outstanding accounts –**
- Salaries – Clerk, Roy Brown, Alan Stevens** – proposed TB, seconded TA

Invoices 013/07/2015

HMR&C	£99.20
Alan Stevens	£148.00
Clerk's expenses	£131.88
Clerk's fees	£590.80
Roy Brown	£148.00
Cambridgeshire ACRE	£12.00
SCDC (training RH)	£30.00
Sam Bowden	£30.00
Rebecca Ridley (archive books)	£75.00

Frances Laville
 Haslingfield Parish Clerk
 22/07/2015

Date of next meeting Monday 10th August 2015 at 7.30pm in the Village Hall