

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 21st March, 2017

In attendance: Cllr M Eagle (Chairman), Cllr A Pinney (Vice Chairman), Cllr M Astor, Cllr N Jenkins, Cllr H Nickerson, Clerk to the Council K Wilde, District Cllr B Smith, County and District Councillor S Kindersley and 2 members of the public.

1. Apologies: None.
2. Interests or dispensation applications: None.
3. Minutes of the Ordinary Meeting held on 17th January 2017 were approved and signed.
4. Matters Arising: **i)** South Cambs District Council (SCDC) and Cambridgeshire County Council (CCC) Highways team were unable to provide information for the ownership of trees on the verges in East Hatley. **ii)** The Chairman confirmed that the trees near East Hatley junction have been cut back. **iii)** CCC Highways confirmed that the hedges would be cut back from East Hatley towards Croydon and the work has since been undertaken.
5. Questions: There were no questions from the public.
6. Councillors' Reports: Cllr Kindersley commented on complaints made by businesses at the St. George's Tower units regarding the current road closure by CCC for resurfacing work. Broadband will be available for purchase from mid-April, however 3 properties at the end of East Hatley may not have access until a later date. SCDC Planning Department has been under review by the Government and must continue to improve to ensure that its designation is not removed. Julie Spence has been appointed as Her Majesty's Lord-Lieutenant of Cambridgeshire from April 2017. The Friends of Friendless Churches visited St. Denis' Church in February and Cllr Kindersley has issued letters to the residents that pledged financial contributions. Cllr Smith spoke about changes to the structure of Children's Centres, replacing a local hub with a larger geographical base and a single point of access in Huntingdon. The City Deal's Park and Ride/Busway project has been paused to consider alternative locations to Madingley Mulch, to include Scotland Farm in Dry Drayton Road. Highways England's public consultation has commenced for the remodelling of the Black Cat roundabout and the A428 from the Black Cat to Caxton Gibbet. Consultation responses can be submitted online until 23rd April. Cllr Smith recently met with Heidi Allen MP regarding the lack of new houses being built despite the number of planning approvals being granted. Cllr Smith is encouraging local businesses and community groups to become 'dementia friendly' as part of the South Cambridgeshire Dementia Action Alliance (DAA) of which SCDC is a member. Cllr Kindersley confirmed that the issue of flies in the area, particularly in Gamlingay, remains under investigation since the suspected source of the problem was given the all clear by Environmental Health.
7. Churches: **i)** St. Denis' Church – Richard Halsey of FoFC and their architect visited the church on the 1st February. **Clerk to contact SCDC** regarding the suggested meeting with FoFC to plan a

- handover ceremony. **ii)** Hatley St. George Church – no updates available. It was noted that the proposed willow screen for the new toilet is still outstanding.
8. Village Enhancements: **i)** LHI Speeding Signs – installation and invoice for payment are imminent. **ii)** Traffic accidents near North Lodge, Hatley St. George. The Clerk confirmed that CCC's accident team has recommended the installation of hazard posts and possibly better signage but this would need to be requested via a Local Highway's Improvement application. The Clerk has requested an approximate costing from Highways for the recommended solutions. **iii)** Injured deer – East Hatley resident Sofie Hooper expressed her concerns about the frequency that deer are injured and killed in Hatley as a result of speeding traffic and asked the Council to consider purchasing signs to warn vehicles of this danger. The Clerk shared details of costs for the signs and post, advising the Council they would be owned and insured by Parish Council and not Highways. **The Council resolved to purchase the signs and posts. Clerk to contact CCC Highways** regarding suitable locations for the signs to be placed. **iv)** The Chairman confirmed the Parish Council having applied to join the Highways Community Volunteers Scheme. The Clerk advised that no volunteers have come forward since the circulation of the March newsletter. It was agreed that the Hatley fête would be a good opportunity to speak to residents about work that might be required and whether they might want to help. The Chairman offered to email the volunteers who attended the Litter Pick event in March to see if they are interested in helping form a group of volunteers for this purpose. **Chairman to action.**
9. Planning: **i)** SCDC approved (with conditions) planning application S/2835/16/FL – Retrospective application for the continued siting of a caravan, Barn Farm, East Hatley, SG19 3JA. **ii)** There were no other planning items to note from SCDC's monthly updates. One member of the public left the meeting.
10. Hatley Village Association: Mervyn Lack, the HVA Chairman, provided a summary of recent events which included the Quiz Night, the Pancake Race and Coffee Mornings to date. Mervyn advised that it is still not certain where and for what purpose the funds donated to the Hatley St. George Church are assigned. Contributions received at future Coffee Mornings will be split 50:50 between the HVA and a Hatley Parish Fund that is ring fenced to only be spent on projects within the Parish. Mervyn confirmed that the Hatley fête will proceed in July and that enquiries have been made to organise a play to be presented at the hall. Three HVA members stood down at the last meeting which has caused a slight setback in discussing other events to be organised. **The Council resolved** to approve the fundraising from this year's Hatley fête to be split equally between the HVA and Hatley St. George Church.
11. To consider any matters relating to the Village Hall: **i)** The Clerk gave a summary of current bookings and enquiries, which are increasing in number. **ii)** **The Council resolved** to permit new locks to be fitted to the door behind the bar area. **Clerk to action.** **iii)** **The Council resolved** to fit a new locking system to the door between the kitchen and bar areas. **Chairman to seek assistance from local carpenters** for this work. **iv)** **The Council resolved** to purchase a sensor light for the front of the hall to assist those who are last to leave the hall at night crossing the dark car park. **v)** **The Council resolved** to purchase a larger Hall for Hire sign to include website details only. **vi)** The Clerk presented a draft 'Roles and Responsibilities' document for the Keyholder and Booking Clerk which was approved by the Council. The document will be reviewed annually and the Keyholder and Booking Clerk will be invited to give their view at that time. **vii)** **The Council resolved** to amend the Booking Form and Conditions of Hire documents in relation to cleaning fees, fuel charges and the duration of bookings. References to the 'Village

- Hall Management Group' will be replaced with 'Hatley Parish Council'. **viii) The Council resolved** to maintain the current hire fees but increased the cleaner rate to £8.50 per hour and introduced a fee of £3.00 per hour for the use of lighting and heating outside the agreed booking times. It was also agreed that paid bookings would take priority over non-paying users.
12. Village Play Area: The Clerk advised that the RoSPA inspection is due to take place mid-April and proposed that funding is sought for the next phase as soon as the report has been reviewed. The Council agreed that the next priority should be the multiplay unit and that funding should be sought from Amey, SCDC, CCC and any other local funding providers.
 13. **The Council resolved** to register with the Information Commissions Office regarding Data Protection for Local Authorities and acknowledged the annual registration fee of £35.
 14. Correspondence received: **i)** Permission requested to place a memorial bench on Hatley St. George playing field. **The Council resolved** to approve the request. **Clerk to provide Cllr Nickerson with the map of the play area** to assist with positioning. **ii)** The Council approved CAPALC's draft Membership Agreement with the exception of the proposed Member Council's Remit to contact Councillors direct via email or mobile phone. The Council prefers to maintain all communications via the Clerk and not directly with each Councillor. **Clerk to respond to the CAPALC survey.** **iii)** **The Council resolved** to decline the request by GamArch for a grant of £100 for new equipment, due to there being more urgent spending requirements in the Parish at this time. **Clerk to advise GamArch.** **iv)** CCC Highways' notice of surface treatment works in South Cambs includes further closure of Hatley Road Gamlingay and Church Lane Gamlingay in the coming two months. **v)** Cllr Bridget Smith's promotion of South Cambs Dementia Action Awareness – as discussed under agenda item 6. The Chairman reminded the Council that she has received training for this purpose. **vi)** Heidi Allen MP promoting Fairer Funding for South Cambridgeshire Pupils, urging residents and their families to respond to the online consultation.
 15. Finance Update: **The Council resolved** to approve the following payments:
 - a. *K Wilde* – Salary payments March and April
 - b. *K Wilde* – Overtime January to February
 - c. *K Wilde* – Travel expenses and reimbursement for purchases made January to March. Itemised summary provided.
 - d. *MRL Astor* – £17.98 Village Hall Water Rates
 - e. *Abacus Oil Experts* – £120.00 Village Hall annual boiler service
 - f. *M Lack* - £8 Village Hall keys
 - g. *e-on* – Direct Debits: £13.50 February and £20.25 March
 16. Time and date of next meeting: **7.00 pm on Tuesday 16th May, 2017 Annual Parish Meeting to be followed immediately by the Annual General Meeting of the Parish Council.**
 17. The meeting was closed at 9.42 pm.