

Hatley Parish Council

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Minutes of the Ordinary Meeting of the Parish Council 7.30pm on Tuesday 19th January 2016

In attendance: Cllr M Eagle (Chair), Cllr N Jenkins, Cllr H Nickerson, Cllr M Astor, Clerk to the Council K Wilde, County and District Cllr S Kindersley (late arrival), District Cllr B Smith and 5 members of the public.

1. To receive apologies for absence: Cllr A Pinney.
2. Interests:
 - i. To receive declarations of interest: None.
 - ii. To receive and consider dispensation applications for items on this agenda: None.
3. Minutes of the Extraordinary Meeting held on 16th July 2015, and Minutes of the Planning Meeting-held on 17th November 2015, to be agreed and signed. **RESOLVED**.
4. To consider any Matters Arising. Clerk gave an update that repair works will take place on the gully outside the Hatley St. George church in the next financial year. There are still concerns about the narrow path in Hatley St. George caused by hedge growth. Chairman agreed to contact the resident to request action to be taken.
5. To receive a report from the County and District Councillors. Cllr Smith provided information on the current electoral review of South Cambridgeshire District Council (SCDC). Ward boundaries will be redrawn following the reduction of council members (from 57 to 45). It is likely that Hatley will be placed in a new ward with other small villages, including Arrington, Croydon, Shingay Cum Wendy, Abington Pigotts, Guilden Morden, Steeple Morden and Tadlow. Gamlingay is likely to become a ward on its own with one District Councillor. Issues were discussed and in relation to agenda item 13 it was **RESOLVED** to respond to the consultation requesting that Hatley remains in the same ward as Gamlingay. The Councillors agreed to encourage residents to get involved, possibly via a village questionnaire. Cllr Smith also gave additional information relating to the South Cambridgeshire Local Plan proposal. A site has been identified, close to Addenbrooke's, which has the support of Cambridge City Council that will impact the Nine Wells local nature reserve. Cllr Astor agreed to respond with objections, on behalf of the Parish Council, to the proposed area of development.
Cllr Smith also spoke about recent crimes, including a break-in at Gamlingay's Eco Hub, a fatal accident near the Iron Church in Gamlingay and the success of the SCDC's Ermine Street Housing Scheme. Cllr Smith left the meeting.
6. To receive updates on the Churches:
 - i. St. Denis' Church
Progress continues between SCDC and Friends of Friendless Churches-but the issues relating to the easement needs to be finalised.
 - ii. Hatley St. George Church
Philippa Pearson confirmed by email to the Chairman that a planning application has been filed for a composting toilet in the churchyard and welcomes anyone who wants to visit the site or requires further information to get in touch. It is hoped that the local community will help with the installation of the toilet. The Christmas communion and carol services were both well attended. The Hatley St. George carol singers raised £155, which was donated to the Cambridge Churches Homeless Project. The Hatley Big Weekend is due to be held from 24 to 26th June, with the fete taking place on Sunday 26th June. The village newsletter will be issued early March.

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7. Planning:
 - i. To consider planning application S/2851/15/FL Hatley St. George Church – installation of a free standing wooden, disabled access, composting toilet in the churchyard. The main concern was the visibility of the toilet as people enter the church grounds. It was noted that the plans state that some form of willow screening will be used for this purpose. The toilet will be accessed via a code lock. Questions arose as to whether the facility will only be available at times when the church is in use and whether the code would be shared with other members of the community. The plans accommodate disabled access but there were concerns that the uneven ground in the church yard will not support this, especially in the winter. The planning application was approved in principle. **Cllrs Astor and Cllr Jenkins** will make contact with Philippa regarding the concerns raised.
 - ii. To receive notice of the planning decision for S/2226/15/FL Hatley Estate Office, Main Street, Hatley St. George – Rear Single Level Extension: Approved.
 - iii. To receive notice of the planning decision for S/2594/15/FL Stables, Barn Farm – Change of use of land to a manège. Response delayed for up to 4 weeks due to system change over at SCDC. Mrs Hook asked what response had been given by SCDC regarding the Parish Council’s request for conditions to be applied. Clerk confirmed that no response had yet been given but would follow this up in due course.
 - iv. To consider SCDC’s Monthly Update (circulated by email), if applicable. Local Plan considered as agenda Item 15.
8. Village Enhancements:
 - i. To receive an update on the speeding issue and the Highways Improvement Scheme application. Clerk confirmed that Cllr Eagle and Peter Mann will be attending Cambridgeshire County Council's highways initiative panel meeting next week, in support of the application for funding to help with the purchase and installation of a moveable speed sign.
 - ii. To receive an update on dog litter bins. Clerk has been unsuccessful in progressing this with SCDC as the meeting arranged last week was cancelled by SCDC's officer. The Clerk is awaiting a new date from the officer. Cllr Jenkins confirmed that the East Hatley bin will need to be located before The Palace, as that is where the road ends and track starts.
 - iii. Community litter pick. The nationwide community litter pick campaign 'Clean for the Queen' was noted, however it was agreed to proceed with a date later in March, as usual. The Chairman will confirm the date (either 13th or 20th March) as soon as possible. Peter Mann agreed to produce posters and will keep a record of all volunteers who participate on behalf of the Clerk.
9. To consider any matters relating to the Village Hall:
 - i. To receive a report from HVA
The new chairman is John O’Sullivan; however Cllr Nickerson read a report in his absence. The Christmas Tea Party raised £83.10, with 40-50 people attending. The Master Baker competition was won by Alan Pinney. Thanks were given for the raffle prizes and mulled wine donations. Forthcoming events include the quiz night on 6th February, a talk on conservation on the Hatley Estate by Micky Astor on 8th April, a history talk in September (topic to be confirmed), a race night on 14th October which may include a fish and chip supper, and a Christmas Tea Party on 4th December. It is hoped that work will commence on the new kitchen in February. Future projects included improvements to the toilet to accommodate disabled access. Cllr Astor congratulated the HVA on their amazing fundraising achievements in the past 3 years and the Council also gave their thanks.
 - ii. To receive an update on the Awards for All application. The Clerk confirmed that the payment has credited the bank account.
 - iii. To receive notification of the proposed contractor to commence work on the new kitchen. John Wright and Mervyn Lack were confirmed as contractors for the new kitchen which is being purchased from Howdens. The quote of £6,912 includes supplying, fitting, painting,

tiling and laying the flooring. This will be non-recoverable for VAT purposes. An extractor fan is not included in the quote. The new boiler will be supplied and fitted by Abacus Oil Experts, with a quote of £4,000. Work will start in early March. 50% payment will be required on presentation of the invoice in the coming month and 50% will be paid when the work has been completed. Thanks were given to Peter Mann, Harold Nickerson and John O'Sullivan for their involvement to date and the council confirmed its approval for the above works to proceed.

Cllr Kindersley arrived at this time and was invited by the Chairman to provide an update. Details of County Council's 2016-17 tax and budget proposals were discussed, with further savings to be found. Cllr Kindersley expressed his concerns about the impact of further cuts on those most in need in society. Cllr Kindersley also raised the issue of Buy to Let landlords off-loading properties as a result of Clause 24 of the Finance Bill, which is having a detrimental impact on the housing authority, with many tenants being displaced. Connecting Cambridgeshire is offering to meet with residents to discuss the broadband issue, which is on the agenda for discussion (item 16.ii.). It was agreed that a meeting should be held in Hatley with invites to residents of Gamlingay and Croydon. **Clerk to arrange and publicise.** Cllr Kindersley left the meeting.

10. To report issues for the village play area:
 - i. To receive responses to the parish survey. The Clerk confirmed that the majority of responses are in favour of raising the precept to improve and repair the play area. Details of the survey will be published in the village newsletter in March. It was agreed that residents who use the play area would be invited to join a project group so that plans can continue being discussed between parish council meetings. The Clerk shared details of the feedback and suggestions provided by residents. It was agreed to maintain the play tower for as long as possible and to focus attention on replacing the junior swings in time for the summer. Three quotes will be required and external funding applications will be made. **Clerk to action.**
 - ii. To consider plans and quotations from Wicksteed. The initial design incorporated most of the wish-list items that have been suggested in the survey responses. It was agreed that a plan should be finalised, in accordance with the play area as leased, which can then be purchased and installed in phases if required. The Clerk suggested a number of funding providers that could be approached for financial assistance.
11. To consider matters relating to the village website:
 - i. To consider an investment of £500 from the Parish Council reserves to finance the required improvements and accessibility to the website by the Clerk. **RESOLVED** to provide £500 from Parish Council funds (not via the precept) to upgrade the website. Cllr Jenkins will issue a survey for residents to have their say on what features and content they would like to have available on a new village website. It was suggested that the survey is issued in conjunction with the next village newsletter. **Cllr Jenkins to action.**
12. To receive the timetable of proceedings for the Parish Election on Thursday 5th May 2016. Nominations and withdrawals of candidates are to be received by Thursday 7th April. Nomination packs will be circulated by the Clerk in March or can be obtained online. It was noted that Councillors will hold the position for just two years as another election will be held in May 2018.
13. To consider the Electoral Review of South Cambridgeshire District Council. **RESOLVED** as noted in minute 5. **Clerk to action.**
14. To consider the Proposed Changes to Planning Scheme of Delegation by South Cambridgeshire District Council. **RESOLVED** to approve the proposed changes. **Clerk to action.**
15. To consider South Cambridgeshire District Council's consultation on Neighbourhood Planning and the Local Plan. **RESOLVED** to raise concerns about the nature reserve as noted in minute 5. **Cllr Astor to action.**
16. To consider correspondence received:

- i. Book binding service for Parish Council Minutes – JS Wilson & Sons. Noted, services not currently required.
 - ii. Connecting Cambridgeshire broadband – opportunity to host a meeting with Sarah Marsh and a representative from BT. Agreed to arrange a meeting to be held in February. **Clerk to action.**
17. Finance Update:
- i. To consider payments for approval:
 - a) *SLCC* – Annual membership fee £65.00
 - b) *CAPALC* – Annual Clerk & Councillor Catch Up Day £25.00
 - c) *K Wilde* – Salary January to April
 - d) *K Wilde* – Expenses
 - e) *K Wilde* – Overtime
 - f) *K Wilde* – Reimbursement for the purchase of Wheelie Bin Stickers £70.00
 - g) *K Wilde* – Reimbursement for the purchase of the PA System £139.00
 - h) *e-on* – Direct Debits October to January £17.76 / £19.89 / £18.84**RESOLVED** to approve all payments.
 - ii. To reconcile the bank account, including HVA funds, October to December 2015. **RESOLVED** to approve the financial report.
 - iii. To consider and resolve upon the Budget and Precept 2016-17. **RESOLVED** to approve.
18. To consider an increase from 4 to 5 meetings per annum. Clerk to consider the timing of a possible fifth meeting for a decision to be taken at the AGM in May.
19. To receive questions from the public. Peter Mann – locating the PA system. Clerk to speak to the Council’s insurer. Mick Marshall – issue with the gents toilet at the village hall. Cllr Nickerson to investigate and fix. Mervyn Lack – updates on the phone box in East Hatley. None, it is to remain for the foreseeable future.
20. To agree the time and date of the next meeting: **7.00pm on Tuesday 17th May 2016**, APM and AGM.
21. To note the time of meeting closure – 9.50pm.