

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 16th October 2018

In attendance: Cllr M Eagle (Chair), Cllr A Pinney (Vice Chair), Cllr M Astor, Cllr H Nickerson, Clerk to the Council K Wilde and 18 members of the public.

1. Apologies for absence: Cllr N Jenkins.
2. Interests and dispensation applications: None received.
3. Minutes for the Ordinary Meeting held on 17th July 2018 and the Extraordinary Meetings held on 14th August 2018 and 11th September 2018 were agreed and signed.
4. Matters arising: None.
5. Questions from the public:
 - i. Thanks were given by a resident for the recent cutting back of the hedges at the East Hatley junction to help improve road safety but it was stated that the hedges would benefit from further cutting on both sides to improve visibility. The Chair agreed to contact the three landowners to seek their permission for further work and the possible use of a flail. **Clerk to action.**
 - ii. It was confirmed by a resident that permission was granted by Gamlingay Parochial Church Council to flatten the area around the unkept grave in St Denis' churchyard and that further details have been sought from the Friends of Friendless Churches regarding their future management plan.
6. Reports from District and County Councillors:

District Cllr H Williams and County Cllr Kindersley were not present at the meeting due to other commitments but their reports were circulated ahead of the meeting.
7. Churches: There were no matters relating to either church.
8. Planning:
 - i. The Parish Council considered planning application S/3309/18/FL for the erection of an Agricultural Workers' Dwelling at Barn Farm, East Hatley. It was noted that the application and plans remain unchanged from the previous application that was submitted in 2014, which was refused under Appeal. The Parish Council confirmed that as there are no new accounts available it would not be able to comment on whether the business can be considered to be viable. The Parish Council expects the District Council's Planning Team to assess the viability of the agricultural business to ensure there is justification for a new dwelling outside the village framework. The applicant provided copies of correspondence from 15 residents who fully support the proposed development. The Clerk read the Parish Council's recommendation that was submitted to SCDC in 2015. The Chairman shared concerns on behalf of Cllr Jenkins, regarding the availability of alternative housing in East Hatley in recent years and the refusal of the original application by the Planning Inspectorate. The **Parish Council resolved** to recommend the approval of the application based on the comments, concerns and conditions that were presented to the District Council on the previous planning application S/0308/14/FL in April 2014.

- ii. The Parish Council received notice of the planning application S/3190/18/DC: Proposal for the Discharge of Condition 7 (written records of floor) of planning permission S/1703/17/LB for St. Denis Church, East Hatley, for information only.
 - iii. The Clerk advised that Cambridge Gliding Centre's application for a variation of planning conditions 4, 6, 7 and 8 of S/2866/18/VC has been referred to a Planning Delegation meeting.
9. Village Enhancement Projects:
- i. The Clerk advised that the Highways team will not take action at this time to address the deterioration of the verge and highway between East Hatley and Hatley St George. The Parish Council agreed to monitor the situation and residents were urged to use the Highways online reporting tool to report any further deterioration of local roads.
 - ii. The Clerk apologised for not having up-to-date speed data available at this time and will present it at the January meeting.
 - iii. The Clerk explained how a community Speedwatch team can be established without the involvement of the Parish Council. If there is sufficient interest, contact details can be provided for further information and training sessions, which are provided by South Cambs Police. Some residents stated that they felt the current speed monitoring cameras were not having an impact on vehicles. The Clerk advised that the full scope of speed monitoring solutions had been considered by the Parish Council and the signs had been agreed to be the most suitable and affordable solution. The Clerk has attempted to secure the support of the Police for enforcement by sharing speed data generated by the sign. However, the response has always been a recommendation to set up another Speedwatch team.
 - iv. The Clerk summarised the results of the Community Access Defibrillator survey. A visitor to the meeting, Mr Taylor, a retired paramedic for the East of England Ambulance Service, was invited to speak. He gave a brief talk and demonstration of a defibrillator kit and answered queries. The Chairman thanked Mr Taylor for joining the meeting. The Parish Council agreed with the majority of the residents in the room that access to defibrillators has become commonplace in cities, towns and villages across the county and they do offer a benefit not just to residents but to all who pass through the parish or use the Village Hall. Cllr Astor, having previously reviewed a range of equipment and costings, proposed the purchase of a Heartsign Defibrillator and outdoor lockable cabinet, at a cost of £1145 plus VAT. The **Parish Council resolved** to purchase the equipment, as proposed, and agreed that the governance of the equipment would need to be organised to ensure that weekly checks are undertaken and recorded. It was noted that no formal training is required for the defibrillator but it could be beneficial to offer residents a training session for CPR and the use of a defibrillator. **Clerk to investigate training options. Clerk to contact residents** who expressed an interest in joining a voluntary support group for the governance of the defibrillator. The Clerk advised that one third of responses to the survey were not in favour of a community defibrillator and therefore recommended that at least one third of the project costs should be obtained from sources other than the parish precept. The Parish Council agreed to seek funds from local fundraising groups and businesses to meet the target. It was agreed to purchase the equipment without further delay and to set the precept figure once additional funds have been sourced. **Clerk and Cllr Astor to action.**
 - v. The Chair explained the purpose of the Parish Emergency Plan, which has been modified from the template provided by South Cambs District Council to be more appropriate to Hatley. A list of available skills, equipment, vehicles and contact details would need to be

- obtained and it was agreed that this would be initiated via the next Parish newsletter. It is hoped that a 'telephone tree' can also be established to help spread information if required in an emergency. The Chair will provide an update at the meeting in January.
- vi. There was no further information on the Orchards East project at this time.
 - vii. Future community volunteering tasks would include improvements to the hedges at the junction of East Hatley and a litter pick in the spring. Some road signs need to be cleaned and it was agreed that this will be actioned at the time of the litter pick.
10. Hatley Village Association:
- i. Details were shared regarding monies raised at the fête and at Coffee Morning events since July. Cllr Pinney advised that at a recent HVA meeting it had been agreed that communications could be improved to encourage more residents to get involved. A new HVA Chairman is due to be appointed in the New Year.
 - ii. Details of the forthcoming Harvest Festival were shared but it was noted that it is not an event organised by the HVA.
11. Village Hall:
- i. The **Parish Council resolved** to approve the new 10-year lease for the Village Hall. It was signed by the Chair.
 - ii. The Clerk confirmed that the SCDC Community Energy Grant project to purchase and install new external doors for the Hall has been completed. A copy of the lease and feedback form needs to be shared with SCDC. **Clerk to action.**
 - iii. The **Parish Council resolved** to purchase key safe equipment to allow keys to be easily accessed by regular users of the Village Hall. **Clerk to action.**
 - iv. The Clerk advised that the annual fire inspection was undertaken by Fire and Safety Solutions Ltd and that a new CO₂ fire extinguisher was recommended for the kitchen. The **Parish Council resolved** to approve the purchase of the new extinguisher. **Clerk to action.**
 - v. The Clerk advised that income from the Hall had exceeded £1,000 and that October and November were busy months for various party bookings.
 - vi. The Clerk advised that outstanding maintenance work includes the minor repairs to the ramp. Queries have been raised by recent hirers regarding the disco lights. Cllr Nickerson agreed to find out more about getting the current disco lights working again. **Cllr Nickerson to action.**
12. Village Play Area:
- i. The Clerk advised that the play equipment is due for delivery in November. Cllr Nickerson agreed to assist with the removal of the timber toddler swings. An installation date for the new equipment still needs to be confirmed. Clerk to check availability of water supplies for the installation team.
 - ii. Thanks were given to the Chair for organising the repair work to the wooden bar at the top of the timber play tower. Additional minor repair work remains outstanding and the Chair agreed that this will also be looked into. The Clerk advised that the safety mats around the junior swings have risen and pose a tripping hazard. Cllr Nickerson agreed to address this issue. **Cllr Eagle and Cllr Nickerson to action.**
13. Peter Mann confirmed that the new village website project is on-going and volunteers are needed to help update the information sections. Cllr Jenkins is already helping and the Chair, Cllr Eagle, offered her assistance.
14. The Parish Council received and considered the following correspondence:
- i. CAPALC – General Data Protection membership. The **Parish Council resolved** to join.

- ii. Cambridgeshire County Council Highways Community Gritting Scheme. The **Parish Council resolved** not to join the scheme but will consider organising local gritting as and when required.
 - iii. Gamlingay Parish Council – Remembrance Sunday parade. The Chair agreed to attend the service and lay a wreath on behalf of Hatley.
 - iv. Cambridgeshire County Council’s ‘Stronger for Longer’ campaign to encourage older people to take up strength and balance exercises. It was agreed that posters could be placed on the notice boards in the Village Hall and in each village. Details are available on the Hatley website.
 - v. South Cambs District Council’s September news bulletin was shared by email ahead of the meeting and copies were made available to the public during the meeting.
15. The Parish Council resolved to make no comment on the Draft Cambridgeshire Statement of Community Involvement.
16. The Clerk shared copies of the income and expenditure spreadsheet and bank statement for Q2, July to September 2018, but needed to finalise the reconciliation. The Clerk agreed to finalise and share the reconciled accounts by email as soon as possible after the meeting. It was agreed that Q2 accounts would be formally approved at the next meeting.
17. The **Parish Council resolved** to approve the following payments:
- i. *nPower* – £2.15 Village Hall electricity (Direct Debit)
 - ii. *CAPALC* – £25.00 General Data Protection membership fee to April 2019
 - iii. *SLCC* – £50.00 Clerk’s annual membership
 - iv. *M Eagle* – £26.99 Commissioner of Oath fee for Village Hall lease and key cutting
 - v. *Robin Harris Joinery Ltd* – £2,922.00 Village Hall doors
 - vi. *K Wilde* – Salary payments October, November and December 2018
 - vii. *K Wilde* – £244.47 Overtime July to September 2018
 - viii. *K Wilde* – £ 41.79 Travel and office expenses September to October 2018
18. The time and date of the next meeting was agreed as 7.30 pm on Tuesday 15th January 2019.
19. The **Parish Council resolved** that, under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded. Members of the public were instructed to withdraw whilst matters pertaining to item 20 were discussed.
20. The **Parish Council resolved** to accept the amended terms of employment for Mrs K Wilde.
21. The meeting was closed at 9.43 pm.