

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 15th January 2019

In attendance: Cllr M Eagle (Chair), Cllr A Pinney (Vice Chair), Cllr M Astor (late arrival), Cllr H Nickerson, Clerk to the Council K Wilde, District Cllr H Williams (late arrival), County Cllr S Kindersley (late arrival) and 6 members of the public.

1. Apologies for absence: Cllr N Jenkins. Apologies were also given ahead of the meeting by Cllr Astor, District Cllr Williams and Cllr Kindersley for their late arrival to the meeting.
2. Interests and dispensation applications: None received.
3. The clerk explained revisions to the minutes for the Extraordinary Meeting held on 11th December 2018, to provide further details on the south west Cambridge Park and Ride consultation, the frequent rural crimes concerning wildlife in the area and the sheep that have been straying into private gardens in East Hatley. The **Parish Council resolved** to approve the Minutes of the Ordinary Meeting held on 16th October 2018, and the Extraordinary Meeting held on 11th December 2018, and they were signed by the Chair.
4. Matters arising: The Clerk advised that there had been some misunderstandings regarding the cutting back of hedges at the East Hatley junction but will attempt to address this issue in the coming week. **Clerk to action.**
Cllr Astor arrived at the meeting.
5. Questions from the public:
 - i. Concerns for the poor condition of the verge in East Hatley, close to the building work taking place at 51 East Hatley. **Clerk to contact** the applicant to request the site workers restore the verge at the end of the building work.
District Cllr Williams arrived at the meeting.
 - ii. An update was provided by an East Hatley resident concerning the sheep straying into their back garden. The issue remains, with up to 20 sheep entering their back garden, and neighbouring gardens, a few times a day. The owner has been made aware of the problem. D Cllr Williams advised that County Council was informed following discussions at the previous Parish Council meeting.
6. District Cllr Williams advised that recent I.T. issues at SCDC have caused significant disruption and delays to all services, especially those dependent on communications by email. Funding has been provided for a new children's hospital to be located near Addenbrookes. The approval of Moat Farm's planning application under the Appeal process was noted and District Cllr Williams agreed to find out what bearing this may have on future applications for developments outside of the village framework. The Planning Inspectorate has attached a long list of conditions to the approval and SCDC will ensure all relevant authorities are consulted with, although this information may not be made public. There is now a customer portal for bins and recycling on the SCDC website.
There were no questions for District Cllr Williams, who then left the meeting. A report from County Council was deferred until Cllr Kindersley's arrival later in the meeting.
7. Churches:
 - i. St. Denis. It was confirmed that the issue over keyholders has been solved and the Parish Council agreed that it was happy with the current arrangements. The building is only to be opened by special request. The next stage of improvements by the Friends of Friendless Churches requires a budget of £120,000 to complete the walls. Costs and

- timings are unknown for the new stained-glass window. It was also noted that there is a missing dove shaped piece of glass which is now possibly located in Ely.
- ii. Hatley St. George. The Clerk gave a brief update on behalf of the Church, expressing thanks to those who helped with the successful Harvest Festival.
8. Planning:
- i. The Clerk shared the decision by South Cambridgeshire District Council to refuse planning application S/4156/18/PA – Notification for prior approval for a proposed change of use of agricultural building to a dwellinghouse (Class 3) and for associated operations development at Holbeins Farm, East Hatley, SG19 3JB. Reasons for refusal were highways safety and the the risks of locating a dwelling in such close proximity to an agricultural business.
 - ii. Further to the discussion under item 6 of the minutes, the Parish Council was formally notified of the decision by the Planning Inspectorate to grant approval for the development at Moat Farm. It was noted that the public consultation for the East West Rail route would be published soon.
9. Public Access Defibrillator:
- i. The Clerk provided a project update, confirming that the equipment has been installed and has been registered with both the NHS and the Parish Council’s insurers. A group of residents have volunteered to provide the maintenance checks which will be undertaken on a weekly basis. The training session has not been finalised due to St John’s Ambulance service recently announcing they no longer service this area for training, however it is possible that a small session can be organised through East Anglian Air Ambulance. **Clerk to announce training dates** as soon as possible. The **Parish Council resolved** to make a donation to the EAAA following the training sessions, with the amount to be finalised. Letters have been issued to businesses at St George’s Tower requesting a small contribution to the project. To-date one company has agreed a donation of £100 and two additional donations have been made by individuals in the community. It was agreed that reminder letters would be issues to the businesses. **Clerk to action.** Thanks were also given to the HVA for its generous contribution of £500 to the project.
 - ii. The **Parish Council resolved** upon the establishment of a ‘Defib Working Party’ and Mr Ward was thanked for volunteering to lead this group on behalf of the Parish Council.
 - iii. The **Parish Council resolved** to approve and implement the Terms of Reference and procedural checks for the Defib Working Party, as proposed by Cllr Astor and the Clerk.
10. Village Enhancement Projects:
- i. The date for the Hatley Litter Pick was agreed as Sunday 24th March 2019, meeting at 10am outside the Village Hall. **Clerk to organise** picking equipment in March, via SCDC.
 - ii. It was agreed that other voluntary highways tasks, including cleaning street signage and cutting back hedges that impact visibility for road users, would be actioned on to be actioned
 - iii. Cllr Astor confirmed that there are fruit trees spread across Hatley St. George and two small orchards have been planted in Hatley Park, which do not qualify for the Orchard East project. It was agreed that no further action or discussion was required on this subject.
 - iv. The Parish Council agreed that at this time there were no issues to address via a Local Highway Improvement Scheme project. Cllr Jenkins had expressed an interest, by email to the Clerk, for the reinstatement of the white lines along the highway as a project. The Clerk reminded the Councillors that Highways had previously confirmed it would not support this work and therefore a successful application is unlikely. Additionally, there is no supporting information available to validate this type of application. The Parish Council agreed with the Clerk’s comments and no further action is required.

- v. It was agreed to defer news of the carbon zero community projects (SPEP) until the next meeting.
 - vi. It was agreed to defer the update on Repair Cafés until the next meeting.
11. Village Play Area:
- i. The Clerk provided an update on the equipment installation that took place in December 2018. Local funding must be secured before the larger grant funding organisations are approached. It is possible to reconsider the design of the play tower if funding is difficult to secure.
 - ii. The wooden posts on the play tower are continuing to rot in the ground, but this is being routinely monitored and the structure remains sound. The next RoSPA inspection is due in April/May and will make recommendations to the Parish Council, possibly to remove the tower. The Parish Council resolved to make alterations to the wooden posts to ensure the play tower remains safe in the short to mid-term. **Cllr Astor and Cllr Nickerson to action.**
Cllr Kindersley arrived at the meeting.
 - iii. The Clerk gave details of a damaged swing seat which appears to have been chewed, possibly by a dog, and the waste bin in the play area is being filled with used dog poo bags. The **Parish Council resolved** to place some temporary signs in the area asking dog walkers to keep dogs away from the play area and to use the designated dog waste bin at the entrance to the playing field. **Clerk to action.**
- Cllr Kindersley was invited by the Chair to give his report. Cllr Kindersley shared details of the Cambridgeshire Fire and Rescue Service’s annual report and spoke highly of their achievements. Volunteers are required and must live within five miles of a fire station. Escalating costs generated by the Cambridge and Peterborough Combined Authority are set to reach £7mil per annum. Route options for the East West Rail are due to be published this month, for public consultation. Issues surrounding parking and pedestrians at the new site of Gamlingay Village Primary are still under consideration by Gamlingay Parish Council, with the option of cutting back bushes along the edge of the cemetery to help widen the footpath towards the school.
12. Speed monitoring:
- i. Recent speed data was shared by the clerk. It was questioned how the records treat speeds which are included in two bands of the data (e.g. 35-40 / 40-45). Clerk to investigate and to transfer data into excel to exclude local traffic with speeds slower than 20 mph.
 - ii. It was questioned whether both the stolen and removed vintage ‘children playing’ road signs should be replaced to help address speeding traffic passing the playing field but no final decision was taken. The Parish Council also considered what might be the best ‘home’ for the removed vintage sign to allow its heritage to be preserved. Cllr Astor will investigate costs for the restoration of the sign and options and costs for replacement signs so that a final decision can be taken at the next meeting. The Clerk confirmed that Highways can replace the signs with modern day signs which meet regulations at no cost to the Parish Council. If the Parish Council opts for a vintage design to replicate the current style, the cost will be borne by the Parish Council. **Cllr Astor to action.**
13. The HVA reported that the Xmas Tea in December was a success and the New Year’s Eve Party made a profit of £120.00, with £100 being donated from the organisers of the previous year’s event. A Quiz Night will be held on 2nd February and the HVA is due to meet on 16th February, where a new Chairman is due to be nominated. HVA current £5,686 held from fundraising events. There are no current plans for expenditure but this will be discussed at the next meeting. It is possible to revisit the requirement for disabled access and toilets. The replacement of the internal doors is another possible improvement. The HVA may also consider donations towards the play area project and the replacement notice board in East

- Hatley. The Parish Council supported the suggestion that events are held with a specific fundraising purpose being advertised as it may possibly generate more support for the event.
14. Village Hall:
 - i. The Clerk gave an update for hall bookings, which remain at a good level. It was questioned whether the hall fees should be increased and the Parish Council agreed to review the hall fees in March. Chair Eagle offered to update the 'Halls for Hire' details.
 - ii. Maintenance work may be required for the external store room door to improve the seal and prevent drafts along the floor. **Clerk to investigate.** The bar hatch is stiff to push up and needs addressing. It was agreed that the bar is looking tired and may benefit from refurbishment.
 15. The **Parish Council resolved** not to proceed with fee payments, as proposed by the Gamlingay Gazette, for Village Hall advertisements.
 16. The Parish Council was reminded by Mr Mann that the deadline for the new website release is 1st March 2019. The new website is 80% complete and is awaiting others to help check and proof read some of the content.
 17. The Chair agreed to respond to the Cambridgeshire County Council 'Business Planning' consultation on behalf of the Parish Council. **Chair to action.**
 18. The Parish Council considered the following correspondence:
 - i. Cambs Police and Crime Commissioner – Survey on police funding. Details shared.
 - ii. Restoration of historic road signs. It was agreed that Cllr Astor would respond to investigate options for the remaining sign. **Cllr Astor to action.**
 19. The **Parish Council resolved** to implement NALC's national salary scales as for 2019-2020, with effect from 1st April 2019.
 20. The **Parish Council resolved** to revise the Clerk's holiday entitlement to meet statutory requirements and an updated contract of employment was signed by the Chair.
 21. The **Parish Council resolved** to approve the reconciliation of income and expenditure with the bank statement for Q3, October to December 2018, which was signed by the Chair.
 22. The **Parish Council resolved** to approve the following payments:
 - i. *Eastern Play Services Limited* – Play Area supplies and installation – £1,415.40
 - ii. *K Wilde* – Salary payments January and February
 - iii. *K Wilde* – Overtime October to December 2018
 - iv. *K Wilde* – Travel expenses October 2018 to January 2019 – £48.03
 - v. *nPower* – Direct Debit 2nd January 2018 – £39.29
 23. The time and date of the next meeting was agreed as 7.30 pm on Tuesday 19th March 2019.
 24. The meeting was closed at 10.13 pm.