

Hatley Parish Council

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Minutes of an Ordinary Meeting (Closed session) May 21st 2013 at 7.15 pm

In attendance: - M Astor (Chair), H Nickerson, M Eagle and Clerk L Bacon

1. Apologies – A Pinney (other engagement) and N Jenkins (unwell).
2. Interests. i. To receive declarations of interest – None. ii. To receive and consider dispensation applications for items on this agenda. None.
3. To resolve that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw whilst matters pertaining to item 4. are discussed
4. Staffing matters – *Resolved* to agree new hourly salary rate for Clerk, backdated to 1.4.2013 (based on agreed level between SCP 33 and 34). Amended contract signed.
5. Closure of meeting. 7.20pm.

Minutes of the Annual Parish Meeting 21st May 2013 at 7.30 pm

In attendance: - M Astor (Chair), H Nickerson, M Eagle, Clerk L Bacon, 4 members of the public and District Councillor B Smith.

1. Apologies – A Pinney, N Jenkins as above.
2. Minutes of the Annual Parish Meeting May 15th 2012 – noted.
3. Matters Arising – none.
4. Chairman's Annual Report. M Astor gave a summary of the events during the year. M Eagle was co-opted on to the council. There was co-operation with the Church to look at ways to facilitate the raising of funds in the parish for both the Church and parish council projects. Hatley Village Association, under the Chairmanship of A Pinney and H Nickerson (since Feb 2013) has done good work raising funds to paint and decorate the village hall and provide new curtains. It is hoped that the Friends of Friendless Churches may take over St Denis Church – the alternatives being sale by SCDC or finding another organisation to take it on. Planned reductions to the speed limit through the village have not gone ahead due to cutbacks at County level. Thanks were given to the Volunteers who came along to litter picking sessions – this has made a big difference. The annual ROSPA inspection of the playground resulted in the failure of the toddler swings – the posts of which had rotted in the ground. Councillors check the equipment on a monthly rota and had not noticed any problems. Parish council funds are healthy although reserves are gradually being depleted.
5. Reports:-
 - a. St Denis Local Nature Reserve Management Group – P Mann gave a summary in the absence of N Jenkins. New scythe mower purchased by Gamlingay PCC using grant funding from the SCDC Community Chest will assist cutting of long grass. Nettles around the church need clearance.
 - b. Little Gransden Aerodrome Consultative Committee – M Astor. Does not attend meetings but reviews minutes. Quiet winter due to poor conditions. SCDC planning officer has checked logbook and flights are within limits. Cambridge Gliding Club has had

reduced activity due to the airstrip being waterlogged. Charity Flying day at Gransden is on 25th August this year.

c. Hatley Website Group – P Mann. Website is updated at least weekly. Chair said that this was much appreciated.

d. Hatley Village Association – February Quiz was well attended and will be repeated next year. April Barn Owls talk very informative with 50 attendees. Next event planned is a race night on 21st September. A folk night is planned for Oct/Nov and a tea and cake event in Dec. Over £1000 has been raised so far. Seeking a grant to update the kitchen is an item to be discussed at the next meeting.

f. Village hall - M Marshall. Regular Pilates class on Wed. 4 bookings so far this year.

6. Report from County and District Councillors – B Smith. 6th Year as District Councillor. Election is next May. Very diverse case work undertaken – issues include planning, housing and schooling. Sits on Scrutiny and Overview committee. Dismayed to learn that the Sustainable Energy committee is to be axed. Grant funding is down by 50%, but offered assistance to HVA to locate potential grant funding for kitchen. Local Development Plan outlines development to 2031 in the region. 5000 more houses required – will primarily be in Cambourne and Waterbeach, which have superior infrastructure in place, but remainder will be in villages – announcement of locations will be made in June. S Kindersley gave apologies – will arrive later and give report.
7. Accounts for the Council period ending 31 March 2013: Noted carried forward balance is up due to amount budgeted for speed reduction measures remaining unspent at end of year.

INCOME AND EXPENDITURE ACCOUNT 2012/13

	2011/12	2012/13
Balance brought forward	5177.93	6546.29
Add Total Receipts	4956.60	6285.40
Less Total Payments	(3588.24)	(4149.18)
Balance carried forward	6546.29	8682.51

RECONCILIATION AS AT THE CLOSE OF BUSINESS ON 31 MARCH, 2013

Current Account	6546.29	8682.51
Plus:	0	0
Uncleared credits		
Less:	0	0
Cheques drawn but not debited		
Balance	6546.29	8682.51

8. Questions from Electors – none.
9. Time and Date of Next Annual Parish Meeting - 20th May 2014. Noted.

Minutes of the Annual Meeting of Hatley Parish Council 21st May 2013 at 8 pm

In attendance: - M Astor (Chair), H Nickerson, M Eagle, Clerk L Bacon, 4 members of the public, District Councillor B Smith and County and District Councillor S Kindersley (arrived late).

1. Apologies – A Pinney and N Jenkins as above.
2. Election of Chairman for 2013/2014. M Astor was nominated and elected Chair.
3. Election of Vice-Chairman for 2013/14 – A Pinney has indicated he is willing to stand.

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4. Signing of the Acceptance of Office – Chairman. Done.
5. Interests. i. To receive declarations of interest – M Astor 11 i. Payment to Hatley Park ii. To receive and consider dispensation applications for items on this agenda. None.
6. Minutes of Meeting of 15th January 2013 – *Resolved* to approve.
7. Matters Arising –i. Village hall electricity supply. Noted change of supplier has not occurred due to meter issue – Clerk to investigate. ii. Speed reduction – progress of application. Correspondence from K Lunn at County Council was circulated prior to meeting. Update – Due to lack of staff time, County will prioritise essential highways works and other schemes will only go ahead when funding/staff time permits – no timescales given.
8. Insurance – to review cover. *Resolved* - Current policy adequate.
9. To review Risk Assessment – To consider Rospa report on play equipment and replacement costs. *Resolved* – Clerk to keep log of playground inspections in future. M Astor to review risk assessment and report back. Councillors to email confirmation of monthly playground checks for record. Toddler swings were pushed over by ROSPA inspector – rotten posts below ground level. The Councillor's checks should in future include an annual check for rot below ground level, using a pointed metal object. M Wiltshire offered to construct replacement to same design using ex telegraph pole posts free of charge. *Resolved* to accept offer with thanks. M Astor to liaise with M Wiltshire re wood preservative treatment to delay recurrence of rotting issue. Protruding bolt thread on top of larger swings – H Nickerson to make safe.
10. To review Standing Orders, Financial Regulations and Code of Conduct 2012 – Revised description of seven principals of public life issued Jan 2013. *Resolved* no changes required to current documentation.
11. Finance i) Payments for approval – Salary L Bacon, Annual Insurance premium, CPALC annual membership £76.43, ACRE annual membership £30, Society of Local Council Clerks annual membership £13.70 (5% contribution), Hatley Park Estate – water bill village hall £17.73. Mu Mu Media (website hosting) £84. Note that payment to Eon for £41.60 was approved and paid. *Resolved* to approve with the addition to L Bacon of £50 annual contribution to office expenses and the exception of Mu Mu Media invoice – not available at meeting. ii) To approve the accounting statements and annual governance statement 2012/13. *Resolved* to approve Annual Return and Annual Governance Statement. Noted internal auditor had not raised any issues.
12. Correspondence: To consider any received. Cambridgeshire Bobby Scheme – information. Not available at meeting. Thanks received by M Astor for grant to Gamlingay Gazette.
S Kindersley arrived at the meeting and was invited to give a report. Thanked those present for support during recent election campaign. County Council now has no party in overall control. New corporate structure being implemented – committee structure. Positive mood in Council chamber. Likely that progress on Bus issues will slow further. Issues and Options – outlined plans for additional housing in district and likely impact on Hatley parish – primarily in terms of traffic, but also potentially schooling. M Astor asked for contact details of department responsible for clearing storm drains – Clerk to contact D Vacher to request action. P Mann suggested speed limit reductions need implementation now, prior to further housing development and asked for information about road maintenance. S Kindersley responded that the budget was limited and reducing.
13. Time and Date of Next Meeting 16th July 2013. Noted. Meeting closed at 8.51pm.