

Hatley Parish Council

Clerk to the Council: Kim Wilde, 36 Fairfield, Gamlingay, Cambs, SG19 3LG
Tel: 01767 650596 Email: hatley-parish-clerk@hatley.info

Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 20th March 2018

In attendance: Cllr M Eagle (Chair), Cllr A Pinney (Vice Chair), Cllr M Astor, Cllr N Jenkins, Cllr H Nickerson, Clerk to the Council K Wilde, County and District Cllr S Kindersley (late arrival) and 4 members of the public.

1. An apology of absence was received from District Cllr B Smith. It was noted that County and District Cllr S Kindersley was due to arrive late.
2. There were no declarations of interests or dispensation applications received.
3. The **Council resolved** to approve and sign the Minutes of the Ordinary Meeting held on 16th January 2018 and of the Extraordinary Meetings held on 30th January 2018 and 27th February 2018.
4. Matters arising: The Chair is arranging for a replacement concrete slab to be positioned in front of the post box in East Hatley. A resident commented that in fact the original slab is still present but has become buried. The Chair will investigate and resolve accordingly.
5. The meeting was opened to members of the public but no questions were asked.
6. County and District Council reports were deferred until the arrival of Cllr Kindersley. His report follows Minute 11 below.
7. Churches: **i)** St. Denis' – Cllr Jenkins attended an event in London on 19th March to mark the retirement of Matthew Saunders' as Director of the Friends of Friendless Churches. She took the opportunity to speak to Rachel Morley, the new Director and Roger Evans, Chairman of the FoFC. Repair work at the church started six weeks ago. A substantial amount of water had been found under the floor which necessitated unplanned additional work. Reinstating of the floor in the nave is progressing well, with a mix of old and new tiles being laid. The rafters have been pinned and a glass or Perspex sheet has been laid so that the rafters are visible, as they were originally the timber roof beams. Cllr Jenkins will organise work in the churchyard to comply with recommendations in the recent report issued by the Wildlife Trust. **ii)** Hatley St. George – The Clerk advised that there have been no further developments regarding the appointment of a new vicar. Attendance at church services remains very low and help is still required for the general upkeep of the church.
8. Planning: **i)** The Clerk confirmed that planning application S/3875/17/FL for an extension to 51 East Hatley has been withdrawn by the applicant. **ii)** The Clerk gave a brief summary of the four planning restrictions that the Cambridge Gliding Centre is seeking to amend in a forthcoming planning application. The Council welcomes the opportunity to be consulted on the proposed changes so that concerns can be raised. **iii)** There were no further planning issues or updates to note.
9. Village Enhancement Projects: **i)** The Clerk has shared the speed sign data with South Cambs Police and asked them to consider using this information to gauge a good time to deploy a speed gun in the area. The response from the police was the suggestion that the Parish Council considers setting up a Speedwatch team, a solution that the police believe to be very effective in the area, but which when used in the past by Hatley was not considered to be a sufficient long-term deterrent. The **Council resolved** to make a second request for action to be taken by the police in Hatley as the evidence of speeding is significant. **Clerk to action.** **ii)** The community litter pick had been postponed due to snowy conditions. A new date of 8th April was agreed. The Councillors will consider other work that might also be completed that day, such as cleaning road signs and clearing

brambles from the East Hatley footpath. **Clerk to publicise the new date for the litter pick.** **iii)** The Council had received a complaint regarding the deterioration of the verges on the main highway, most noticeably between Hatley St. George and East Hatley. The effective narrowing of the road is causing a narrowing of the path and is bringing traffic closer to the ditch that runs parallel with the path and road. Cllr Nickerson explained that this issue was resolved 15-20 years ago by the method of haunching which involved building up the edge of the verges with a soil and stone mix, being a cheaper solution than kerbing. **Clerk to investigate historical work to the highway and contact Cambridgeshire County Council Highways** to seek assistance.

10. Hatley Village Association: The Chair of the Hatley Village Association, Mervyn Lack provided an update to the Council. The Coffee Mornings remain the focus for fundraising, with the Fête due to be planned for the summer. The HVA still needs more members and nobody has offered to take over the role of Chair as yet.
11. Village Hall: **i)** The Clerk confirmed that bookings for the coming months remain high and the hall income is double the budgeted figure for 2017-18. **ii)** The Clerk confirmed that a quote has been received for the replacement LED bulbs at the front of the hall and a new external sensor for those lights, to ensure that the area between the side door and front door is lit for users after dark. The cost is £86 plus VAT. The **Council resolved** to accept the quotation. Work is expected to be undertaken in the next month. **iii)** The **Council resolved** to purchase a new commercial vacuum cleaner. **Clerk to action.** **iv)** The Council considered the costs and benefits of setting up Wi-Fi at the village hall and agreed that the expense is too great. **v)** The Clerk has purchased tea towels for the hall, as those donated and purchased before Christmas have gone missing. Cllr Pinney suggested that hall users should be encouraged to separate plastic and glass waste from the main bin waste to aid recycling. Large tubs will be sourced to assist with the collection of glass and plastic waste during events.
- (6.) Cllr Kindersley arrived and was invited to give his report. Potholes remain a big issue across the County and residents are urged to log potholes on the Cambridgeshire County Council Highways map which can be found on their website. CCC passed 8 motions today to include action on deteriorating roads and the introduction of a charge for using computers in public libraries. Cllr Kindersley also commented on the work that is taking place at St. Denis' church, at a good pace. There were no questions from the room for Cllr Kindersley and therefore he left the meeting.
12. Village Play Area: **i)** The Clerk confirmed that new applications are required this year with the replacement Play Tower in mind. **The Clerk will action as soon as possible.** **ii)** The Clerk confirmed that the Tesco Bags of Help funding request had been approved and is open for voting in Sandy, Potton and Shefford stores until 30th April 2018. **iii)** The Clerk has not yet proceeded with the purchase of the roundabout as it may be more cost effective to await the closure of the Tesco fund so that it can be purchased at the same time as the toddler swings. **iv)** The Clerk reminded the Chair that RoSPA's inspection of the play area is due soon.
13. Village Website: **i)** The **Council resolved** to approve the recent upgrade of the service level provided by current website host Claranet as previous data limits are being exceeded. **ii)** The Council received an update on the new website. Some elements of the design are being modified and adjustments made to ensure the website works properly on all platforms – personal computers, mobile phones and tablets. The final design will then be presented to the Parish Council. **iii)** The **Council resolved** to implement web hosting services as quoted by Federation Design, commencing April 2018. **iv)** The Council will need to agree a privacy statement suitable for the website to comply with GDPR. **Clerk to action.**
14. Correspondence receive and shared: **i)** SCDC 'South Cambridgeshire: Your Place, Our Plan' for 2018/19. **ii)** SCDC 'District Councillor Engagement with Parish Councils after May 2018'.

15. The **Council resolved** to submit an application to SCDC's Community Energy Fund towards replacement front doors for the Village Hall to reduce loss of heat. Cllr Nickerson and Cllr Astor agreed to assist with research and quotations for this project. Cllr Astor confirmed that in recent years the roof has been insulated and cavity walls and double-glazed windows have been installed. The Chair agreed to adjust the length of the curtains to allow the radiators to be fully exposed.
16. The Chair confirmed that all Councillors will be standing for re-election at the forthcoming Parish Council Election on 3rd May 2018 and advised that others who may be interested in standing can contact Jo Cox at SCDC for nomination papers.
17. The Clerk confirmed that Mrs Seekings is available for the 2017-18 internal audit. PKF Littlejohn LLP has been appointed as the external auditor for Cambridgeshire parish and town councils once again. Processes are due to change this year and the forms will be issued and returned electronically.
18. The **Council resolved** to approve the following payments: **i) MRLA** – £25.51 (approval only) Village Hall Water Rates. **ii) Society of Local Council Clerks** – £10.00 (approval only). Cambridgeshire Meeting incl. GDPR Overview – December 2017. **iii) Information Commissioner** – £35.00 Annual membership fee. **iv) Abacus Oil Ltd** – £120.00 Annual boiler service at the Village Hall. **v) Cambridgeshire County Council** – £598.19 LHI 2016-17 Project contribution. **vi) K Wilde** – Salary payments March and April 2018. **vii) K Wilde** – Overtime January and February 2018. **viii) K Wilde** – Travel expenses January to March 2018. **ix) K Wilde** – Reimbursement for purchases January to March 2018. **x) Buzz Associates Ltd** – £450.00 for web design services. **xi) Taylor James Stevens Ltd** – £900.00 for web design and build services. **xii) e-On** – Direct Debits: £12.00 on 1st February 2018 and £21.12 on 12th March 2018.
19. The time and date of the next meeting was agreed as **7.00 pm on Tuesday 15th May 2018, being the Annual Parish Meeting to be followed immediately by the Annual General Meeting of Hatley Parish Council.**
20. The **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, the public be temporarily excluded whilst matters pertaining to item 21 were discussed.
21. Employee payments and holiday leave for Mrs K Wilde were considered and agreed upon.
22. The meeting was closed at 9.13pm.