

# Hatley Parish Council

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## Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 14th July 2020

In attendance remotely via Zoom video/telephone conference call technology: Cllr M Eagle (Chair), Cllr M Astor (Vice Chair), Cllr N Jenkins, Cllr H Nickerson, Cllr A Pinney, District Cllr H Williams (late arrival), County Cllr S Kindersley (late arrival), Clerk to the Council K Wilde and 3 members of the public.

1. Apologies for absence: None.
2. Interests and dispensation applications: None.
3. The **Parish Council resolved** to approve the minutes of the Annual Parish Meeting and the Annual General Meeting of the Parish Council held on 19th May. The minutes will be signed by the Chair at the next possible opportunity ahead of the next meeting.
4. Matters arising. The Clerk reported that the closure of New Road, Gamlingay did not take place and no further updates are available at this time. The Chair and Vice Chair have signed and returned their Acceptance of Office. The BT consultation on the potential removal of Hatley's two public telephone boxes resulted in a decision to retain the service.
5. There were no questions from the public.
6. The County and District Councillors were not present at this time to give their reports.
7. Local churches:
  - i. St Denis. Report shared by Cllr Jenkins ahead of the meeting which will be available on the Parish website. Cave spiders are still present with about a dozen or so being spotted. A few roof tiles are down and this has been reported to the Friends of Friendless Churches.
  - ii. Hatley St George. No update available.
8. Planning: The Clerk shared details of the 'Greater Cambridge Green Infrastructure' survey which is open until 27th July 2020. It was agreed that Councillors would respond independently if they wished to.
9. Play Area:
  - i. Government guidance on the re-opening of the Play Area has been received and procedures followed to allow the re-opening of the area on 4th July 2020. The Chair has placed a public notice in the area reminding users about their responsibilities to stay Covid-safe. The Clerk and Councillors will routinely monitor the area to ensure the notice remains in place for the foreseeable future.
  - ii. Cllr Nickerson inspected the play area this month and confirmed there are no new maintenance issues. The minor items noted on the RoSPA inspection report will be actioned in due course by Cllr Nickerson. **Clerk to provide** action list for Cllr Nickerson.
11. Speed Monitoring Sign:
  - i. The Clerk will obtain up-to-date speeding data in the first week of August.
  - ii. Cllr Pinney spoke about the increasing volume of traffic through the Parish which has resulted in an increase in the volume of speeding traffic. Cllr Pinney proposed that the parish is consulted to find out what the community view is about speeding, as well as their preferred solutions to tackle this issue. The consultation

would help to determine whether Community Speedwatch should be reinstated and whether a reduction of the speed limit to 30 mph would be supported. It was questioned whether traffic speed would ever reduce at the East Hatley junction, despite it being a dangerous junction, and it was suggested that there is a stronger case for the reduction of the speed limit in just Hatley St George. East Hatley junction would be safe if people stuck to the 40 mph limit and therefore better signage may help here. The **Parish Council resolved** to accept Cllr Pinney's proposal to consult with the community. Mr Ward offered to assist Cllr Pinney in this regard. **Cllr Pinney to draft** the consultation questionnaire which is to be shared by email with the Councillors for their comments before distributing among residents.

iii. No other action required.

12. Public Access Defibrillator:

- i. The Clerk confirmed receipt of the updated record book.
- ii. No further action is required. Mr Ward gave his thanks to the Defib Group volunteers.

13. Website:

- i. The Website Accessibility requirements would ideally be tested by some people with disabilities. Mr Mann agreed to investigate what assistance can be given by the Website host and at what cost. The Clerk will draft a statement for the website, to be approved at the next meeting.
- ii. The Clerk's training remains outstanding and will be actioned when Covid-19 distancing restrictions are eased.

14. Hatley Village Association:

- i. It was confirmed that the approved contractor for the Toilets project has not yet responded with a breakdown costing for the project, to allow the addition of handrails by the front entrance steps to proceed as soon as possible. In the meantime, the project manager has sought alternative quotations for this smaller element of the project so that it can be undertaken separately to the main project work in the toilets and foyer. However as this action was not communicated in time to be included on this meeting agenda, it will be presented to the Parish Council at the next meeting.
- ii. There were no further updates.

15. Village Hall:

- i. The Parish Council has received the Government guidance regarding community halls, which at present can only be made available to community groups that meet the specified criteria. As the usual hirers of Hatley Village Hall do not meet the criteria, the **Parish Council resolved** to keep the hall closed for the foreseeable future, unless there are significant changes to the guidance. This will be reassessed at the Council meeting in October.
- ii. There are no maintenance tasks at present but a full clean will be required before the hall becomes available for hire.

District Cllr Williams and County Cllr Kindersley joined the meeting.

- iii. The Parish Council considered whether Wi-Fi services should be set up at the Village Hall to enable remote access to future meetings, with the District and County Councillors in mind. There is still some uncertainty among councillors as to whether the availability of this service at the hall would encourage more hirers to justify the costs. It was agreed that the decision will be delayed until an update from Connecting Cambridgeshire is available. Cllr Williams offered to investigate whether SCDC would contribute to Wi-Fi costs via the Community Chest fund.

District Cllr Williams and County Cllr Kindersley were invited by the Chair to give their reports.

(Agenda item 6.) District Cllr Williams reported as follows: The New Build Council Housing Strategy has been approved and plans for the Protection of Green Belt Planning were passed. Remote meetings are making council business more accessible to the public and are increasing public engagement. The backlog of planning committee meetings is being addressed. As the Full Council Meeting only took place today a written report will follow. There have been issues with some applications within the Ward that require a judicial review – but none in Hatley Parish. Environmental Health at SCDC is aware of the manure stack burning in Hatley, a problem also in other areas.

County Councillor Kindersley provided a written report to the Parish Council earlier today. He stressed that people shielding from Covid-19 must ensure they are on the 'shielding list' so they can be quickly contacted if a second wave occurs. Those on the list will also receive priority shopping for online services. His report gives a freephone telephone number. Cambridgeshire County Council (CCC) is facing the financial implications of coronavirus, with current and future loss of income. Major libraries have reopened. Bedford is to be avoided at present because the rate of Covid-19 cases is above the national average, as is Huntingdonshire. Attempted phishing email attacks have increased using Covid19 information as click bait. Schools are expected to reopen in September with risk assessments being revisited by schools during the summer. The issue of school transport needs to be resolved as any school class or year group 'bubbles' cannot be matched by school transport needs. There are over 1,000 foster children in the care system of CCC and Peterborough City Council. Residents are urged to consider if they could assist in provider foster care to help meet demand. On-site renewable energy generation at CCC's new Civic Headquarters at Alconbury is only expected to meet up to 40% of the building's expected energy use. The costs and implications of the recent fire at Green End Industrial Estate, Gamlingay were relayed. Cllr Kindersley was asked whether the potholes on Croydon Hill were due to be filled as there are now yellow road markings. Cllr Kindersley confirmed it has been reported, repaired and damaged again over time.

Cllr Kindersley left the meeting.

16. The proposed improvements by Highways England on the A428 between the Black Cat and Caxton Gibbet roundabouts were shared by email to all Councillors ahead of the meeting. No comments or objections were raised.
17. Project ideas for applications for SCDC's Zero Carbon Communities Grant (ZCCG) funding need to be decided and submitted by 30th September 2020. In the event, project ideas for the much larger Rural Community Energy Fund were not discussed. The Chair shared details of a project for ZCCG funding that has been suggested by a resident from a neighbouring parish which involves the planting of oak trees and wildflowers close to a public footpath, on land inside Hatley Parish. The resident believed that Hatley Parish Council would need to be the applicant as the project is in this parish. The merits and cost implications were discussed, including the workload for the Clerk to compile and submit the application. Cllr Williams advised that the applicants need not be a parish council or someone inside the parish. It was agreed that the Chair would raise questions with the resident regarding deer protection for the new trees, a reconsideration of the type of wildflower/grass that would grow well in woodland, what guarantees there would be regarding future use of land and land maintenance, and whether a group could be formed to organise this project outside of parish councils. **Chair to action.** The Clerk has contacted Gamlingay Parish Council to see what projects they are considering and whether any would be suitable for a joint approach by both councils. Their meeting is also this evening so an update will follow by email. **Clerk to share further information** by email, when available. Cllr Astor suggested developing the verge alongside the footpath

between the Village Hall and Parker's Farm to encourage wildflowers, which could become a community project. **Cllr Astor to consider options and costs.** The **Parish Council resolved** to submit an application for funding should a suitable project be identified before the deadline and an extraordinary meeting may be required for this purpose in August/September.

18. Correspondence:
  - i. Correspondence relating to unpermitted access to neighbouring land was noted. The Chair has responded to advise this issue is outside of the scope of the Parish Council.
  - ii. Correspondence relating to 5G services in Cambridgeshire was noted. No action to be taken.
19. Finance:
  - i. The **Parish Council resolved** to approve the reconciliation of the bank statement with payments and receipts for the period 1st April to 30th June 2020. The difference is explained by uncleared cheque payments.
  - ii. The **Parish Council resolved** to approve the following payments:
    - *Playsafety Ltd* – Annual RoSPA inspection – £82.20
    - *M R L Astor* – Village Hall water rates – £27.70
    - *K Wilde* – Salary payments July, August and September
    - *K Wilde* – Overtime April to June – £243.00
    - *K Wilde* – Travel expenses May to July – £18.72
20. Annual Governance and Accountability Return 2019-2020:
  - i. It was noted that the External Auditor has confirmed receipt of the Parish Council's AGAR Exemption Certificate.
  - ii. The Clerk reported that the required statutory documents are available on the notice boards and website, including details of electors' rights for the inspection of the accounts. The only outstanding item is the AGAR Internal Auditor's report.
  - iii. The Clerk confirmed that the Internal Audit was been completed this week and that all internal control objectives had been met. The Clerk showed a copy of the AGAR Internal Auditor's report for the benefit of those using Zoom video conferencing. The Clerk expects a detailed report to be received from the Internal Auditor in the coming week and had spoken to the Internal Auditor to respond to questions raised. The Clerk has explained and given reassurances regarding processes and actions taken with regard to information on payslips, the payment of outstanding holiday leave and the annual review of Clerk's hours.
21. Time and date of the next meeting: 7.30 pm on Tuesday 20th October 2020.
22. The meeting was closed at 9.22 pm.