

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 7th NOVEMBER 2017 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT: Cllr J Neish (Chairman)

Cllr C Pearce
Cllr C Border
Cllr R Fountain
Cllr E MacPherson
Cllr S Mortlock
Cllr A Whyte
Cllr G Norman
Cllr I Neve
Cllr L Macrae
Cllr M Williamson

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)

IN ATTENDANCE:

There were 0 members of the public present.

The Chairman opened the meeting and advised those present of the death of Mr G Britton.
A minutes silence was observed in his memory.

88. Apologies.

To receive and accept Apologies for Absence.
Cllr A Holloway (personal)

Cllr C Norman (personal)
District Cllr M Francis (personal)
District Cllr R Carter (personal)

89. Declarations of Interest.

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.
None

90. Minutes.

To confirm the Minutes of the Meeting held on 3rd October 2017.

Resolved: That the minutes of the meeting held on Tuesday 3rd October 2017 be signed by the Chairman as being a true and correct record. All in favour. (Prop Cllr Macrae, 2nd Cllr MacPherson)

91. To receive a presentation from HDC on planning enforcement matters.

Mr N Swaby and District Cllr M Francis sent apologies but they were unable to attend.

92. To receive a presentation from Cambs Acre on Neighbourhood planning,

Mr Deas attended on behalf of Cambs Acre and gave a short presentation on Neighbourhood planning covering the background, support available, objectives and priorities. He rounded up the presentation by asking Council 3 questions which will assist them in deciding if this was the route to take. It was also made clear this would need to be community lead project and not an additional role for existing councillors and staff.

93. Public Forum

To allow any member of the public to address the council. Time Allowed 10 minutes.

None

94. District and County Councillor Reports

To receive verbal reports from district and county councillors

No reports

95. Policing

95.1 Neighbourhood Policing Team – Any Issues and Concerns.

Cllr Neish commented that the police have installed signs around the village.

Cllr Fountain informed councillors that the Cambridge Evening news had included Overcote Lane in the Top 10 Crime streets in the County.

96. Clerk's Report

To receive written report.

Meeting Dates: –

5th December 2017 – Full council.

28th November – Budget meeting- full council

21st November 2017- Committees: Environment, Planning & Finance, Leisure Facilities

Items to report.

- Insurance claim Ref=5139442 for Streetlight PC23 approved by insurance company. Work still to be carried out.
- Christmas Bazaar Saturday 2nd December – Parish Council are having a stall, volunteers on the day welcome. Cllr Fountain and Cllr MacPherson have volunteered.
- Christmas Lights switch on Friday 1st December
- Cambridge Building Society Notice Saver accounts Issue 2&3 – interest rate changed to variable with effect from 1st December 2017
- Roadworks: Mill Way Needingworth priority working
14-Nov-2017 15-Nov-2017 Drop Kerb (K A Page 07976351079)

97. To note minutes of the following committees:

- (i) Planning & Finance 17th October 2017.

Noted

- (ii) Leisure Facilities 17th October 2017.

Noted

- (iii) H.R. 17th October 2017

Cllr Fountain commented on the increase in admin costs.

Noted

- (iv) Consultation 17th October 2017

Noted

98. Finance and Risk

98.1. To approve accounts for Payment as at 7th November 2017.

Resolved: That the accounts for payment totalling £10,698.24 be approved. All in favour. (Prop Cllr MacPherson, 2nd Cllr G Norman)

98.2 To approve the following payments within the clerk's delegated powers:

- (i) Chapsmiths skip £155.00

- (ii) Chris Wyatt repairs to village hall fence 90.00

Resolved: That the payments made within the clerk's delegated powers be approved.
All in favour (prop Cllr Williamson, 2nd Cllr Mortlock)

98.3 To note the Bank Reconciliation as at 6th October 2017

Noted

98.4 To note the budget report of 31st October 2017

Noted

98.5 To note the letter dated 5th October 2017 from WPS Insurance brokers advising of the new scheme insurer.

Noted

98.6 To note the confirmation that the Highways Order for Townsend Road has been finalised. The double yellow lines will be installed w/c 4th December.

Noted

98.7 To consider the quotes received for annual tree works.

Resolved: To accept Bryan Mutter's quote of £2550 for the annual tree works. All in favour. (Prop Cllr MacPherson, 2nd Cllr G Norman)

98.8 To consider quotes for tree works behind tennis courts, Overcote lane.

Resolved: To accept Bryan Mutter's quote for £130 for the balancing of the tree. 8 in favour, 1 against, 2 abstentions (Prop Cllr MacPherson, 2nd Cllr G Norman)

Resolved: To accept Bryan Mutter's quote for £400 to remove the dead tree. 10 in favour, 1 abstention (Prop Cllr MacPherson, 2nd Cllr Whyte)

Resolved: To allow the resident to cut back and balance the trees at their cost. 9 in favour, 1 against, 1 abstention (Prop Cllr Pearce, 2nd Cllr Fountain)

98.9 To approve upgrade to BT Infinity for Parish Office.

Resolved: To approve upgrade to BT infinity for Parish Office. 10 in favour, 1 abstention (Prop Cllr Macrae, 2nd Cllr MacPherson)

98.10 To receive an update on replacement of grounds machinery and agree actions

The groundsman gave the Councillors a summary of the tractors and ride ons demoed. Councillors are aware that the John Deere is the top end of the domestic machines.

Clerk to contact 2 more companies (Torro and New Holland) to get a demonstration of other tractors for comparison by the next Parish Council meeting.

Resolved: To purchase the John Deere ride on from Ben Burgess at a cost of £3749.16 less £1000 trade in for the broken ride on. All in favour (Prop Cllr Mortlock, 2nd Cllr MacPherson)

99. Planning

99.1. To consider the following applications **received**:

(i) Application ref. 17/02109/FUL Proposed Petrol Filling Station, parking and landscaping

(Revised Scheme from that approved under 16/01924/FUL)

Land West Of Five Acres Farm Harrison Way St Ives.

Resolved: That the application be accepted. 9 in favour, 2 abstentions (Prop Cllr MacPherson, Cllr G Norman)

(ii) Application Ref: 17/01829/FUL: To allow retention of water skiing, toilets, changing rooms and rest room.

Long Reach Parsons Drove St Ives.

Resolved: That the application be accepted. All in favour (Prop Cllr MacPherson, Cllr G Norman)

99.2 . To note the following applications that have been **approved**.

(i) Application ref: 17/01593/HHFUL

Proposed kitchen/family room extension. Internal alterations and pitch roof formed over flat roofs

5 Beldams Needingworth St Ives PE27 4TY

- (ii) Application ref:17/01793/HHFUL First floor extension over living room and internal alterations and replacement outbuilding

Green Trees Back Lane Holywell St Ives PE27 4TQ

Noted

- (iii) Application Ref: 17/01700/LBC Proposed installation of a new shower room on the first floor, proposed alterations to an existing shower room in the attic

Hill Farm House Holywell Front Holywell St Ives PE27 4TG

Noted

- (iv) Application Ref: 17/01693/LBC

Proposed works to an existing outbuilding to convert part of the building into a study, a shower room and gym. The remainder to be retained as store rooms and workshop. Hill Farm House Holywell Front Holywell St Ives PE27 4TG

Noted

- (v) Application Ref:16/01147/HHFUL Erection of a garage following demolition of existing garage.

Wakes Crossing Back lane Holywell

This was an Officer approved decision under delegated powers. Cllr Francis is investigating this and has lodged a formal complaint following correspondence from the Clerk reminding of several emails requesting an update on this application.

Noted

- (vi) Application Ref:16/01382/HHFUL Creation of one additional single family dwelling on land that is currently the rear garden of Wild Croft, Holywell Front, Holywell

Wild Croft Holywell Front Holywell St Ives PE27 4TG

Noted

99.3 To note the following applications that have been **declined**.

- (i) Application Ref:TPO/2017/007
St John the Baptist Church Holywell Front.

The TPO has been confirmed. To be included on the next Environment agenda.

Noted

99.4 To note correspondence form HDC regarding applications 17/01693/LBC Hill Farm House, Holywell Front, Holywell.

Noted

99.5 To note St Ives Town Council responses to HDC HELAA consultation.

Noted

Village Hall.

1001. To receive and note the minutes dated 11th may 2017 and 12th July 2017.

Cllr Neish queried the Trustee quorum number.

Cllr Fountain did not know the quorum number however confirmed there are currently 5 trustees. The Constitution allows for up to 6 trustees (voted on), up to 6 co-opted members and up to 18 representatives form village organisations.

Noted

100.2 To receive a report from the representative of the Village Hall Trust.

Cllr Fountain reported:

- Cllr MacPherson resigned last month
- The floor has been replaced in the Gents toilet

- The lights will be changed later in the month
- Ordered an LED artificial Christmas tree for the Village Hall
- The kitchen refurbishment is scheduled for 3rd Jan 2018 – 19th Jan 2018
- Every month lettings are increasing
- The Village Hall have provided 3 bars this month

Cllr Pearce thanked Cllr MacPherson for all of her work with the Village Hall over the years and commented that he was sorry that she has left the committee.

Cllr MacPherson commented that it is not a great committee to work on and informed the Council that it was not a decision that was taken lightly but due to an incident in September and not receiving an apology from the individual or the Chairman felt she had to resign.

100.3 To approve the Village Hall risk assessment for year ending 31st May 2018

Cllr Fountain declared a personal interest

Cllr Neish asked what qualification the individual who carried out the Risk Assessment has.

Cllr Fountain commented that Andy Killoran has a lot of professional experience but was not aware if he has a formal qualification.

Resolved: That the Village Hall risk assessment for the year ending 31st May 2018 be accepted. 7 in favour, 4 abstentions (Prop Cllr G Norman, 2nd Cllr Pearce)

101. Environment.

101.1 To note the confirmation of public path order dated 4th October 2017 relating to FP2

Noted

101.2 To consider request from resident for geocache to be placed in the vicinity of Falklands walk.

Resolved: That the request for geocache to be placed in the vicinity of Falklands walk be accepted. All in favour (Prop Cllr MacPherson, 2nd Cllr Macrae)

101.3 To consider quotes for bus shelter renovation and award contract

Resolved: That Chris Wyatt's quote of £3376 for the bus shelter renovation be accepted. All in favour (Prop Cllr MacPherson, 2nd Cllr Williamson)

102. To receive correspondence and agree any actions:-

(i) To note Parish Council meeting dates for 2018/19

Noted

(ii) To note the Allocation of addressing for a new supermarket at Needingworth Road, St Ives

Noted

(iii) To note email regarding footpath/cycleway to Bluntisham.

Noted

(iv) To note CAPALC AGM 7th December 2017

Noted

103. Items to report

- Cllr G Norman commented that the bowls hedge needs cutting back.
- Cllr MacPherson commented that there was a traffic survey over half term and following weeks on Bluntisham Road.
- Cllr Macrae noted that flowers have been planted around George's tree and there had been a fire on the path of Falklands walk. The Clerk informed Cllrs that 'No fire lighting' signs have been posted around Falklands walk.

- Cllr Whyte reported:
 - there had also been a fire in the Spinney
 - There has been a request from the school to add 'Saturday Only' to the carparking signs put up by the Colts
- Cllr Border commented that dog waste is not being disposed of along Lands Drove
- Cllr Williamson queried if St Ives had appointed a new clerk. The Clerk confirmed that the job advert is out and closing date is 19th November.
- The Clerk reported that there is a vacancy for a press officer to report on the Council in The Villager and the Hunts Post and invited any volunteers or if Cllrs knew of anyone who would be interested.

Being no further business the meeting closed at 9.50PM

Chairman

Date