

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 15th May 2018 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr C Pearce (Chairman)
Cllr R Fountain
Cllr L Macrae
Cllr E MacPherson
Cllr S Mortlock
Cllr C Norman
Cllr G Norman
Cllr A Whyte
Cllr M Williamson
Cllr C O'Reilly
Miss J Bowd (Parish Clerk)

IN ATTENDANCE:

There were 6 members of the public present.

1. Election of Chairman

1.1 To elect a Chairman for 2018/19

Resolved: That Cllr C Pearce be elected as Chairman for 2018/19 (Prop Cllr E MacPherson,
2nd Cllr M Williamson) All in favour

1.2 To receive Chairman's Declaration of Acceptance of Office

Resolved: Acceptance of Office signed by Cllr Pearce.

Cllr Pearce welcomed newly elected Cllr O'Reilly and asked other members present to introduce themselves.

Cllr Pearce expressed his thanks to the outgoing Chairman for his time in the role and wished Cllr Neish every success following his election to HDC.

Cllr Pearce also thanked those who had stood for election.

2. Apologies.

To receive and accept Apologies for Absence.

Cllr J Neish- Personal
Cllr A Holloway- Personal
Cllr S Martin- Personal
District Councillor J Neish
District Councillor L Besley
County Councillor K Reynolds

3. Election of Vice Chairman.

3.1 To elect a Vice – Chairman for 2018/19

Resolved: That Cllr S Mortlock be elected as Vice Chairman for 2018/19 (Prop Cllr E MacPherson, 2nd Cllr M Macrae) All in favour

4. Parish Council Committees

4.1 To approve members of the Parish Council Committees 2018/19.

Resolved: That members for Parish Council Committees 2018/19 be as appendix A (Prop Cllr MacPherson, 2nd Cllr M Williamson) All in favour

5. Parish Council Representatives on Outside Bodies.

5.1 To nominate Parish Council Representatives to outside bodies for 2018/19.

Resolved: That Parish Council Representatives to outside bodies 2018/19 be as appendix B (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour

6. Declarations of Interest.

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

Cllr C O'Reilly item 15.1 (i) and (ii) known to applicant.

Cllr C Pearce 15.1 (ii) known to applicant.

7. Minutes.

To confirm the Minutes of the Meeting held on 3rd April 2018.

Resolved: That the minutes of the Meeting held on 3rd April 2018 be signed by the Chairman as being a true and correct record. All in favour. (Prop Cllr G Norman, 2nd Cllr M Williamson) All in favour

8. Public Forum

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

A minor spoke very eloquently on item 20 (vi), his presentation covered the need for a skate park and data on young people activity levels and obesity levels. He is suggesting a park covering 1500sqm will would accommodate 10 skaters at any one time, the area would need to be fenced for safety. Currently he has to travel to St Ives to use the facility there.

Cllr Pearce thanked the resident for his presentation which was accompanied by a round of applause. It was advised that the matter would be put onto Leisure Facilities committee for further discussion

Cllr Mortlock asked if a petition or list of signatures supporting the request could be drawn up to help support the application.

A second resident spoke about item 15.1 (i) as the applicant he offered to answer any questions members may have. He explained that the application was to improve the property for his family to provide more living space and an additional 2 bedrooms.

Cllr Pearce asked if the plans extended forward of the current building line, the reply was no.

Third resident spoke regarding her letter asking to be co-opted onto the Environment committee and as tree officer to state she would be pleased to answer any questions.

The Chairman advised that he would be proposing this item be put onto the Environment committee.

9. District and County Councillor Reports

To receive verbal reports from district and county councillors

The Clerk read out a statement form District Cllr Neish

10. Policing

10.1 Neighbourhood Policing Team – Any Issues and Concerns.

Cllr Mortlock advised that the Police had been visiting Church Street outside of the school to speak to those who are still parking on the yellow lines.

The Clerk confirmed that she had asked Sgt A Street to monitor the area.

11. To note minutes of the following committees:

- (i) H.R 17th April 2018.

Noted

- (ii) Leisure Facilities 17th April 2018

Noted

(iii) Planning & Finance 17th April 2018
Noted

12. Clerk's Report

To receive written report.

Meeting Dates: –

5th June 2018 – Full council.

19th June – Planning & Finance, Consultation & Leisure Facilities

Items to report.

- Tarmac replaced by contractor, entrance to tennis court car park Overcote Lane as faulty.
- Invoice £800 received for website hosting 2016-2019. Have raised issues we have with the site and non-contact. Having opened dialogue they advised me not to pay until matters settled but I can no longer get them to reply to email or telephone.
- Land Silver Lane Needingworth.
HDC have confirmed that they are retaining ownership for the present time. Their tree surgeons removed the tree just before Easter due to it being unsafe.
- St Ives Town Council: delivery of The Bridge has changed contractor now being delivered to PE27 which includes Needingworth & Holywell. This is being looked into.
Next issue due 15/16 June.
- Precept and CIL monies received – see budget report
- Advert for sale of lawnmower in next edition of the villager, closing date for sealed bids 15th June 2018.

13. Finance and Risk

13.1. To approve accounts for Payment as at 15th May 2018.

Resolved: That the accounts for payment totalling £23,915.39 be approved. (Prop Cllr Pearce, 2nd Cllr Fountain) All in favour

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

(i) Resincoat paint for bus shelter £87.92 & £29.99

Resolved; That the payments within the clerk's delegated powers be approved. (Prop Cllr MacPherson 2nd Cllr Fountain) All in favour

13.3 To note the Bank Reconciliation as at 31/3/18 and 4/5/18.

Noted

13.5 To note internal auditors report May 2018.

Noted

13.6 To consider appointing CAPALC as Data protection Officer, GDPR

Cllr Macpherson asked the Clerks opinion. The Clerk read out the most recent statement form SLCC which states that Parish and Town Councils no longer have a requirement to appoint a DPO although the Clerk did consider an outside body would be of benefit in the case of need.

Resolved: That no action be taken at the present time but that the item be put back onto the agenda in 3 months' time (Prop Cllr MacPherson 2nd Cllr Williamson) All in favour.

13.7 To approve transfer of funds from current account to building society account.

Following receipt of CIL money and precept Clerk asked members to consider transfer of £60,000 to the Nationwide account, this returns the £10,000 withdrawn to pay for the tractor and also takes the account balance to the maximum level for protection under the FSC regulations.

Resolved: That £60,000 be transferred to the Nationwide building society account. That the Clerk look at additional saving account providers. (Prop Cllr Fountain 2nd Cllr G Norman) All in favour.

13.8 To review Risk assessment report 2018/19.

Clerk provided report from LCRS software

Resolved: That the risk assessments be approved. (Prop Cllr Williamson 2nd Cllr Norman) All in favour.

13.9 To approve amendments to Co-Operative bank account mandate.

Resolved: That Cllr C Border and Cllr I Neve be removed from the mandate and that Cllr S Martin and Cllr C O'Reilly be added. (Prop Cllr Pearce 2nd Cllr Williamson) All in favour.

13.10 To note the budget report dated 15th May 2018

Noted

14. End of Year Accounts

14.1 To approve accounts for the Year ending 31st March 2018.

Resolved: That the accounts be approved. (Prop Cllr Williamson 2nd Cllr C Pearce) All in favour.

14.2 To complete and approve Annual Governance Statement for year ending 31st March 2018.

Resolved: That the statements were read out by the Clerk and a 'yes' response was given by Council to each.

14.3 To approve Statement of Accounts on Annual Return for year ending 31st March 2018.

Resolved: That the Statement of Accounts be approved. (Prop Cllr Williamson 2nd Cllr C Pearce) All in favour

14.4 To approve text for Annual Return.

Resolved: That the text be approved. (Prop Cllr Williamson 2nd Cllr E MacPherson) All in Favour

15. Planning

15.1. To consider the following applications received:

(i) Application ref:18/00624/HHFUL Proposed extension and remodelling

Fallowfield Back Lane Holywell

The Clerk confirmed that no objections had been received.

Resolved: That the application be approved. (Prop Cllr Williamson 2nd Cllr G Norman) All in favour.

(ii) Application ref: 18/00692/FUL Three bedroom bungalow.

Land between 3 and 5 Overcote Lane Needingworth.

Cllr Williamson considered there was sufficient room at the site for the proposed development.

Cllr Pearce felt that the precedent for entrance onto Overcote Lane already existed.

Resolved: That the application be approved. (Prop Cllr Pearce 2nd Cllr MacPherson) All in favour.

(iii) Application Ref: 18/00811/HHFUL Demolition of conservatory and erection of new proposed single storey rear extension.
30 Chapel Close Needingworth.

Cllr MacPherson stated that the conservatory had been there for many years and that the house has been extended over time.

Resolved: That the application be approved. (Prop Cllr MacPherson 2nd Cllr Williamson) All in favour.

15.2 To note the following applications that have been **approved**:

- (i) Application Ref: **18/00426/CLPD** Single storey side extension
14 Asplins Avenue Needingworth St Ives

Noted

(ii) Application Ref: 18/00138/treeT1 - Weeping Willow: Re-pollard by 6 metres. Estimate that over 15 years has past since this tree was last pollarded and branches are now failing within the crown. One large fractured branch is hung up in the top of the crown, there is also a 'hazard beam' split within a lateral branch.

T2 - Cherry: Reduce the height of the central stem by 2.5m to reshape the crown from a previous unfinished crown reduction.

Kestrel House 3 Kestrel Court Needingworth St Ives PE27 4AB.

Noted

- (iii) Application Ref:18/00544/s73Variation of condition 2 of 17/01154/FUL widen existing access way.
Land At 8 Hawkes Lane Needingworth

Noted

16. Village Hall

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

Cllr Fountain reported that bookings continue to go up and that bar bookings are back to pre 2011 levels.

AGM is on Thursday 17th May at the village hall, all welcome.

16.2 To receive an update on the plans for the Music Festival 2018.

Cllr Fountain reported that all was on track.

16.3 To approve revised security arrangement for Music festival 2018.

Cllr Pearce asked Cllr Fountain to summarise the situation regarding non-attendance of the Police and the employment of a private security firm which is not in line with the signed terms of agreement as laid out by the Parish Council.

Cllr Fountain explained that the Police are no longer able to provide cover but will be in attendance if 999 called.

Concern was raised over the reduced powers private companies have in relation to confiscating alcohol and for behaviour off site.

Cllr Fountain confirmed that they assume 500 people at any one time are in attendance.

Resolved: That a total of 4 private security guards to be hired to cover the event. The Clerk to be advised once this is done. (Prop Cllr Pearce 2nd Cllr Whyte) All in favour

17. Annual Parish Meeting.

17.1 To note a verbal report of the APM held 17th April 2018.

Cllr Pearce summarised poor attendance.

Cllr Fountain advised that the Pavillion at the village hall has provisionally been booked for the APM 2019

18. Environment.

- (i) To note the Speed camera date as at 17th April 2018.

Noted

- (ii) To approve the co-option of Mrs C Border onto the Environment committee.

Resolved: That this be deferred to the Environment committee to be held in closed session.

(Prop Cllr Pearce 2nd Cllr Whyte) All in favour

- (iii) To approve the appointment of Mrs C Border as Tree warden.

Resolved: That this be deferred to the Environment committee to be held in closed session.

(Prop Cllr Pearce 2nd Cllr Whyte) All in favour

19. Policies.

- (i) GDPR- To adopt polices relating to GDPR : The management of transferalbe data and Information and Data protcetion Policy
Cllr MacPhrson pointed out the Council do not publish draft minutes or associated papers as in Information and Data protcetion Policy
Resolved: That with the above amendment the policies be adopted. (Prop Cllr Pearce 2nd Cllr Williamson) All in favour
- (ii) To adopt the general power of competence.
Resolved: That the general power of competence be adopted. (Prop Cllr Pearce 2nd Cllr Williamson) All in favour
- (iii) To adopt amended finacial regulations.
Clerk advised 6.22 be deleted as Council do not hold petty cash.
Cllr MacPherson suggested that 8.33 be removed.
Resolved: That with the above amendment the policies be adopted. (Prop Cllr Pearce 2nd Cllr Williamson) All in favour

20. Correspondence

To receive correspondence and agree any actions:-

- (i) To note the RSC minutes.
Noted
- (ii) To note the joint letter to CCC regarding the future of bus services in and around St Ives.
Noted
- (iii) To consider beacon lighting for 'Battles over' commemoration November 2018.
Cllr MACPherson felt that with the event being in November a subsidiary event in support would need to be organised.
Just beacon lighting was not enough to bring residents out in support.
Resolved: That Cllr Fountain contact RBL to see what other Parishes are doing. All-in favour
- (iv) To note the email regarding 'One Stop' Needingworth – Deliveries
Cllr MacPherson asked if the kerb could be lowered at the rear of the shop to facilitate more parking space.
Clerk advised that she is still in communication with One- Stop and has asked for a definitive answer from them
Noted
- (v) To consider letter from St Ives Road Safety Committee.
Resolved: That the Parish Council support action to improve the junction. Clerk to write. (Prop Cllr MacPherson 2nd Cllr Macrae) All in favour
- (vi) To consider correspondence requesting skate park installation.
See item 8
Resolved: That the matter be deferred to Leisure Facilities committee (Prop Cllr Pearce 2nd Cllr Mortlock) All in favour.
- (vii) To note the Needingworth Bowls Event for Make A Wish
Noted

- (viii) To consider request for use of Car Park for mobile Fish & Chips van.
Consensus was that this was a good idea.
Initial 6 month trial period. Litter to be removed. Donation to be made to Parish Council.
Clerk to liaise re legalities and dates etc.
Resolved: That the request be approved on 6 month trial basis subject to conditions being met. All in favour
- (ix) To note letter from Ouse Valley Trust re AONB.
Noted
- (x) To note response to letter re Exit from Morrisons site.
Noted

21. Items to report.

- Cllr Pearce reminded all present of the importance of the Communications policy and asked that members familiarise themselves with the document. Copies available from The Clerk.
- Clerk:
20/20 Charity cricket match 17th May at Millfields all welcome.
Road closures St Audrey's Lane St Ives 30/7/18-08/08/18 8.30pm-6.00am
Harrison Way/Compass point 9/8/18-14/8/18 8.30pm-6.00am
- Parish Council consultation ref:18/70112/SCOP: Land East of Somersham Road and North of Needingworth Road St Ives. Clerk has spoken to Ward Councillor and agreed to meet before deadline for comments which is 31/5/18. Extension request from HDC officer declined.
The scoping report deals predominately with environmental issues.
Clerk asked to reiterate Parish Council objections to the proposal.
- 17/01687/OUT Land South Of The A1123 And West Of Bluntisham Road, Needingworth
- District Cllr Neish has advised that this application will be going to DMC 29/5/18 RE S106 monies. Cllr Williamson agreed to attend if required.
- Cllr MacPherson asked if a new rota will be set up for locking Millfields gate. Cllr O'Reilly volunteered to be added to the list.
- Cllr Macrae asked if the removal of posters on lamp posts around the village could be looked into as they are beginning to look messy as there are so many.
- Cllr Whyte asked if the village pump could be cleared of vegetation.
Cllr Whyte also asked if the milestone could be renovated.
Cllr Whyte also stated he had comment about grass cuttings in the cemetery affecting the headstones. Clerk to investigate and see if there is a solution.
- Cllr Fountain advised that the yellow lines by the shop are already fading again following recent repainting.

Being no further business the meeting closed at 9.45pm

Chairman

Date