

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 6th NOVEMBER 2018 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr C Pearce (Chairman Item 92)
Cllr R Fountain
Cllr A Holloway
Cllr L Macrae
Cllr S Mortlock
Cllr G Norman
Cllr C Norman
Cllr C O'Reilly
Cllr A Whyte
Cllr M Williamson (Chairman Item 93 onwards)
Cllr J Neish
Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)

IN ATTENDANCE:

There were 11 members of the public present.

92. Election of Chairman

Cllr Pearce advised the Parish Council that he had decided to stand down as Chairman for personal reasons and thanked all Councillors, Staff, Clerk and Assistant Clerk for their hard work and support during his period in the Chair. He intended to retain his seat on the Parish Council.

Cllr Neish, in his role as District Councillor, expressed his appreciation of the valuable work undertaken by Cllr Pearce during his period in the Chair.

Cllr Pearce invited nominations for Chairman.

Resolved: That Cllr M Williamson be elected as Chairman for the remainder of the Council year (Prop Cllr G Norman, 2nd Cllr S Mortlock) All in favour

Resolved: Acceptance of Office signed by Cllr Williamson.

In accepting office, Cllr Williamson thanked the Parish Council for their trust and support and stated that he had intended to take on the role of Chairman role again. However, he understood the reasons for Cllr Pearce standing down and the understandable reluctance of the recently appointed Vice-Chair, Cllr Mortlock, to accept the position so quickly. He would be prepared to remain as Chairman for the remainder of the Council year in the hope that at the next Annual Meeting, Cllr Pearce would be in a position to resume his original term of office or that Cllr Mortlock or another Councillor would feel able to put themselves forward for the Office.

Cllr Williamson paid tribute to Cllr Pearce for the work that he had already undertaken during the current year and was pleased to note that he would be remaining as a valued and experienced Councillor.

The meeting then proceeded with Cllr Williamson in the Chair.

93. Apologies.

To receive and accept Apologies for Absence.

Cllr E MacPherson - personal reasons

Cllr S Martin - personal reasons

94. 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.

Item 102.1 (ii) Cllr Whyte – known to MESSRS Burgess and Walker

95. Minutes

To approve the minutes of 2nd October 2018

Resolved: That the minutes of the Meeting held on 2nd October 2018 be signed by the Chairman as being a true and correct record. (Prop Cllr G Norman, 2nd Cllr Holloway)

96. Public forum

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

A representative of the CIL Action Group, Dr A Jolly made a statement to the Parish Council concerning the current position of the CIL Action Group. He concluded by stating that the group looked forward to working with the Parish Council in openness and transparency in the future.

97. District and County Councillor Reports

To receive verbal reports from district and county councillors.

District Councillor Neish reported:

- New Local Plan 2036: the inspectorate has indicated that with a few minor modifications the Plan could be considered sound.
- With reference to the Aldi application: DMC have referred this for further reports on nitrous oxide levels.
- Commented on the number of burglaries in the village.
- HDC are setting their budgets and are currently looking at a shortfall in the recycling department.

98. Policing

98.1 Neighbourhood Policing Team – Any Issues and Concerns

Concern was raised at the number of police reports, including several local burglaries particularly of the garden shed type. Millfields had also been burgled during the last week.

The Clerk shared details of a Police event on 'Home Security' on 12th November, 5pm – 7.30pm at Needingworth Village Hall. The Clerk advised that posters have been put up around the village and this has been posted on the village Facebook page. Members were encouraged to attend.

99. Committees

To note the minutes of the following committees:-

- (i) Consultation 16th October 2018

Noted

- (ii) Planning & Finance 16th October 2018

Cllr Fountain queried item 30: his recollection was not as recorded in the minutes; however, this was refuted by the other members of the committee who agreed the minutes were correct.

Note

- (iii) Environment 16th October 2018

Noted

- (iv) Leisure Facilities 16th October 2018

Noted

100. Clerk's Report

To receive written report.

Future Meeting Dates were noted as follows: –

4th December 2018 – Full council.

20th November – Planning & Finance, Consultation, Environment

Items to report.

- Remembrance Sunday 11th November 2018. Morning Service in the School followed by a procession and the traditional wreath laying ceremony at the Memorial. During the evening,

an exhibition would be held in the Village Hall from 17.30 with community singing led by the Church Choir followed by the lighting of the Beacon. It was noted that the Church Bells would be rung in the morning to mark Remembrance followed by a peal at 12.30pm to join with other peals marking the 100th anniversary of the Armistice and end of the First World War throughout the UK. There would be a further peal in the afternoon. *District Councillor Neish advised that he will be laying a wreath in Needingworth on behalf of HDC.*

- Everyman remembered: Last poppy cross laid.
- It was noted that the Brownies camp fire had successfully taken place on Tuesday 30th October
- A cheque for £158.39 had been received from NHW to be held in allocated reserves for NHW purposes.
- The Clerk had claimed 12 hours overtime during September 2018 paid in October salary. (HR minutes 17/10/18)
- A transfer from the Cheque account to garden plot account had been made on 16/10/18 in respect of the £50.00 deposit for plot 1a.
- The Common Land opposite Savernake has been repaired/re seeded the area and the area is coned off to allow for the seed to germinate.

101.Finance and Risk.

101.1.To approve accounts for payment as at 6th November 2018.

Resolved: That the accounts for payment totalling £9769.97 be approved. (Prop Cllr Neish, 2nd Cllr G Norman) All in favour.

101.2 To approve the following payments made within the Clerks delegated powers:

(i) SLCC – C.Arnold- Baker 11th edition £108.79

Resolved: That the payment totalling £108.79 within the Clerks delegated powers be approved. (Prop Cllr Mortlock, 2nd Cllr G Norman) All in favour.

101.3. To note the budget report as at 24th October 2018

Noted

101.4 To note the bank reconciliation as at 8th October 2018.

Noted

101.5 To note receipt of Community infrastructure Levy between 1/4/18-30/9/18 as advised by HDC.£1,058.08

Noted

101.6 To note the burglary at Millfields on Monday 29th /Tuesday 30th October 2018.

The Chairman thanked Mr Mortlock for attending at short notice to repair the roof and make it weather tight.

Noted

101.7 To appoint a representative to attend the Huntingdonshire Local Highway Improvement Panel Meeting Monday 10th December 2018 or Thursday 13th December 2018.

Cllr O'Reilly volunteered to attend on Monday 10th December 2018 and this was

Agreed. Further information would be provided by the Clerk.

District Councillor Neish will check if he can attend in support as the District Councillor.

101.8 To consider appointment of a legal representative to assist the Parish Council in dealing with Parish Council matters as required.

Resolved: That the Parish Council appoint a legal representative to assist the Parish Council in dealing with Parish Council matters as required be approved. (Prop Cllr Williamson, 2nd Cllr Holloway) 10 in favour, 1 against.

102.Planning

- 102.1 To consider the following applications that have been received:
District Councillor J Neish will abstain from the vote for item 102.1 (i) & (ii).

(i) Application Ref: **18/02031/S73**

Application for variation of condition 4 on application 1101863FUL to allow for the removal and loading of finished poultry between 1900 and 0700 Overcote Farm Overcote Lane Needingworth.

8 comments had been received from residents against the application. A general discussion took place on the merits and perceived issues with the application.

Proposed: That the application be approved. (Prop Cllr Holloway, 2nd Cllr Mortlock) 4 in favour, 4 against, 3 abstentions.

Resolved and Agreed: That the Parish Council make no comment. (Prop Cllr Williamson) 10 in favour, 1 abstention.

(ii) Application Ref: 18/01073/OUT Proposed residential development comprising the erection of 45 dwellings, proposed access arrangements, and associated works.

Land Rear Of 92 To 108 High Street Needingworth

1 Amended Information

New Drainage information

New Ecology surveys: Great Crested Newt, Common Toad and Reptile, Bat Report.

Resolved: That the amended information be approved should the application go ahead. The original objection to the application however should still stand. (Prop Cllr Williamson, 2nd Cllr Whyte) 9 in favour, 2 abstentions.

(iii) Application Ref: 18/02089/HHFUL To erect a shed in the garden to the rear of the site Spring Cottage Holywell front Holywell

Resolved: That the application be approved. (Prop Cllr Holloway, 2nd Cllr Mortlock) All in favour.

- 102.2 To note the following applications that have been approved:

(i) Application Ref: **18/01601/HHFUL** Demolish existing conservatory & wall. Construct new single storey side extension Victoria House Bluntisham Road, Needingworth.

Noted

(ii) Application Ref **18/01681/HHFUL** Proposed porch and slight widening of rear bedroom window bay 29 The Furlongs Needingworth St Ives

Noted

(iii) Application ref: 18/01625/HHFUL Erection of single storey extension following the demolition of the existing conservatory and the installation of a window to serve bed 4. Blythe house Holywell

Noted

103.Village Hall

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

Cllr Fountain reported that the Village Hall Trust will hold a short EGM on 6th December to confirm Noel Glass as a trustee and to make some minor alterations to their Constitution. It was the intention to provide for the possibility of additional trustees.

104. Freedom of Information.

Cllr Neish advised that in his opinion as a complaint has been lodged with the ICO and if any further FOI requests are received, or have been received, referring to questions already answered or from the same source then the Parish Council should await advice from the ICO before responding.

(i) To note Freedom of Information request our reference 2018/5

Noted

(ii) To note Freedom of Information request our reference 2018/6

Noted

(iii) To note Freedom of Information request our reference 2018/7

Noted

105. Community Engagement.

105.1 To appoint a working party to review committee terms of reference and Parish Council procedures.

That, following the recent events and apparent misunderstandings that have taken place, I would propose that a small Working Party be set up to continue the work already in hand of reviewing and, if necessary, updating the structure and procedures of the Council in order to ensure that best practice continue to be adopted in the most straightforward and economical way possible, having regard to good, transparent communications with the community. I would further propose that this Working Party should have the power to consult with such bodies and individuals as it thinks fit in order to produce detailed recommendations to the Council within the next three or four months.

On being put to the Council, this motion was unanimously **Agreed**.

It was further **Agreed** that the small Working Party would be chaired by Cllr M Williamson and would be made up of experienced Councillors and one or two newer Councillors. Those wishing to be involved should express their wish to the Clerk and the final composition would be finalised and agreed by the Chair and Vice-Chair and reported to the next meeting.

105.2 To consider setting up a Parish Council Facebook page.

This matter would be referred for further consideration and recommendation to the new Working Party.

105.3 To consider attendance at Carols by Candlelight Sunday 16th December 2018

Cllr Williamson will attend on behalf of the Council and will undertake a reading.

105.4 To ratify the decision of the Environment committee (item 18) and agree an amount.

The Clerk advised the Council that Morrisons will donate cash or goods up to the value of £20 towards this project.

Resolved: That the Parish Council will donate £80 to the school for their allotment. (Prop Cllr Mortlock, 2nd Cllr Whyte) All in favour

105.5 To consider publication of confidential minutes 3rd April 2018.

Cllr Neish commented that due to the complaint lodged with the ICO the Parish Council should await their response before publishing and this was **Agreed**.

105.6 To consider request from W.I for a display of poppies around the Village sign for Remembrance Sunday.

Resolved: That the request from the W.I for a display of poppies around the Village sign for Remembrance Sunday be approved. (Prop Cllr Neish, 2nd Cllr Mortlock) All in favour.

105.7 To note the petition from Holywell School in support of a skate park.

The Chairman reported on the history of this project and that the Council had originally been quite keen to support it. A discussion followed concerning the various pros and cons that would need to be carefully considered before proceeding. It was **Agreed** that we would investigate the matter in more detail and report back to a later meeting.

Cllr O'Reilly suggested that the children could be involved and could form a committee to discuss the proposal moving forward.

Noted

106. Correspondence

To receive correspondence and agree any actions:-

- (i) To note Adoption of the South Cambridgeshire Local Plan

Noted

- (ii) To note the Road Safety committee meeting 11th September 2018.

Noted

- (iii) To note residents correspondence regarding CIL questionnaire.

Noted

- (iv) To note the Changes to Local Bus Services

Noted

- (v) To note the HDC press release: free Christmas parking after 3pm

Noted

- (vi) To note street naming 3a Overcote Lane Needingworth

Noted

- (vii) To consider resident correspondence dated 24th October 2018 regarding Parish Council procedures.

This matter would be referred for further consideration and recommendation to the new Working Party.

- (viii) To note invitation from St Ives Town Council – Charity Carol concert 7th December 2018

Noted

- (ix) To note letter of thanks from Needingworth Brownies.

Noted

107. Items to report

- Cllr Holloway advised the Parish Council that he will be meeting with Jason Ablewhite, the Police Commissioner, the next day to discuss security issues in the village. Cllr Holloway asked for any further issues to be forwarded to him urgently, further adding that the police have commented that residents in the village are not reporting incidents enough.
- Cllr Holloway requested advice re gritting.
- Cllr O'Reilly asked what the Parish Council could do with regards to dog fouling in the village.
- Cllr Neish recommended Councillors to read the Guide to Councillors and Nolan principles. He also reminded Councillors of the need to Declare Interests including associations with groups.
- Cllr G Norman queried whether a mural could be painted in the bus shelter when the weather is better, and this would be brought back to a later meeting for consideration.

There being no further business the meeting closed at 8.43pm

Chairman

Date