

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 4th SEPTEMBER 2018 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr C Pearce (Chairman)
Cllr R Fountain
Cllr A Holloway
Cllr L Macrae
Cllr E MacPherson
Cllr S Martin
Cllr S Mortlock
Cllr J Neish
Cllr C O'Reilly
Cllr A Whyte
Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)

IN ATTENDANCE:

There were 63 members of the public present.

52.Apologies.

To receive and accept Apologies for Absence.

Cllr C Norman -personal
Cllr G Norman-personal
Cllr M Williamson-personal
District Cllr L Besley --personal

53.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 O'Reilly: non pecuniary item 61.1(iv) neighbour.

54.Minutes.

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

Resolved: That the minutes of the Meeting held on 3rd July 2018 be signed by the Chairman as being a true and correct record. All in favor. (Prop Cllr E MacPherson, 2nd Cllr L Macrae)

Cllr C Pearce, Chairman, reminded the members of the public that this is a Parish Council meeting and not a Public Open Meeting and therefore the time allowed to address the Parish Council for all residents is 10 minutes.

The Vice Chair, Cllr S Mortlock read a statement outlining the Parish Council's current position and some of the challenges presently faced by the Community. Attached as Appendix 1.

District Councillor J Neish outlined CIL regulations.

55.Public Forum

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

A representative of the CILA Action Group addressed the Council at some length regarding their concerns over the perceived use of CIL money by the Parish Council. The representative stressed that the Action Group and the residents that they have consulted with wish to work in

partnership with the Council to establish a forum allowing all parishioners the opportunity to put their views forward. As requested a soft copy of the presentation is attached as Appendix 2.

A second resident referred to the CIL money as 'hush' money from Morrisons and other organisations who wish to impinge on the village. The resident felt an office is unnecessary as the staff already occupy an office space. He considered it community money and that the community should have a say in how it is used. He suggested a scheme where community groups bid for the money with the parishioners having one vote per person therefore democratically distributing the funds.

A third resident queried why the apparent secrecy on behalf of the Parish Council.

A request was made for an Open Public Meeting, the resident was advised that this can be arranged subject to a written request made by 6 residents.

A fourth resident stated that CIL was first known about 2 years ago. He saw no reason why any discussions should take place in closed session. In his opinion the office had been discussed prior to the award of CIL.

A resident asked that spending on the office project be stopped until after a public meeting has been held.

A further suggestion was made that the office should be paperless.

The Chairman thanked those present for their comments and closed the extended public forum.

In light of the interest shown item 65.2 was brought forward and discussed before item 56. See minutes below.

56.District and County Councillor Reports

To receive verbal reports from district and county councillors.

District Councillor J Neish commented that it was a pleasure to see so many members of the public at the meeting this evening and advised that he had received 2 emails with reference to the CIL that have been passed on to the Clerk.

District Councillor J Neish reported:

- Churchside have appealed both sets of plans and advises Council to discuss both this evening and advises that it will be a different Officer that will lodge the objections to Churchside on behalf of HDC.
- Local Plan 2036 – discussions with Inspectorate resume next Monday
- Parish boundary of Holywell-cum- Needingworth has been confirmed by HDC
- DMC – Meeting Lane application is still pending. District Councillor J Neish has been advised of a WW2 bomb site in the area, if this is from a relevant source then this may be raised in future discussions.

57.Policing

57.1Neighbourhood Policing Team – Any Issues and Concerns

No comments

58.Committees

To note the minutes of the following committees: -

- (i) Leisure facilities 21st August 2018.
Noted
- (ii) Planning & Finance 21st August 2018.
Noted
- (iii) Environment 17th July 2018.
Noted
- (iv) Common Land working party 17th July 2018
Noted

59.Clerk's Report

To receive written report.

Meeting Dates: –

2nd October 2018 – Full council.

18th September – Planning & Finance, Consultation, HR & Environment

Dates for 2019/20 attached to this report.

Items to report.

- Vegetation cut back from village pump Overcote Lane
- Ivy removed from footpath Overcote playing field.
- Milestone- grade II listed, planning application made to HDC for permission to restore by repainting.
- Confirmation received from CO-OP bank that new signature mandate is now in place.
- Speed warning sign currently located at Pound Hill has been added to insurance policy. Amendment acknowledged by WPS, no fee as policy due for renewal 31/8/18.
- HDC lifestyles activity day- as at 2/8/18 no attendees booked on event 6/8/18 therefore Clerk cancelled the session to avoid payment for the event to which nobody attended. The date of 20th August remains open and promotional literature requested for display in the village. 16/8/18 No advertising carried out- session on 20th August also cancelled.
- BT have advised of price increases w.e.f 1/10/18 Internet: increasing from £33.40 to £34.90/month
Telephone increasing from £23.40 to £24.60 with £6/month discount until 30/1/19
- GDPR- No longer a requirement to appoint a data protection officer (See standing order amendment order 21&15
- Fish & Chip van- Email for an update there has been no response to date.

60.Finance and Risk.

60.1.To approve accounts for payment as at 4th September 2018 .

Clerk explained the entry of £2800 to Ben Burgess Ltd is a booking keeping exercise as previously reported (item 19.1 planning & Finance August 21st 2018)a copy of the contra credit entry was also provided.

Resolved: That the accounts for payment totalling £3197.31 be approved. (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) All in favour.

60.2.To note the budget report as at 24th August 2018.

Noted

60.3 To note the bank reconciliation as at 9th August 2018.

Noted

60.4 To approve request from Needingworth Neighbourhood Watch for Parish Council to hold funds on their behalf

The Chairman of the Neighbourhood Watch addressed the Council to explain that the Neighbourhood Watch scheme has been active in the village for 25 years and there are only 10 co-ordinators left. There is no longer charge to join the Neighbourhood Watch and with social media and ECops there is no longer a need to leaflet the village. The Clerk and the Chair of the Neighbourhood Watch have recently completed an audit of the signs within the village and advised the Parish Council there is £170 left that has been donated over the years and request that these funds are taken over by the Parish Council and refenced for the Neighbourhood Watch, mainly for the replacement of signs within the village.

Resolved: That the request for the Parish Council to hold the funds for Neighbourhood Watch be approved. (Prop Cllr C Pearce, 2nd Cllr A Holloway) All in favour.

60.5 To approve commercial motor policy renewal 10th September 2018.

Resolved: That the commercial motor policy renewal be approved. (Prop Cllr C Pearce, 2nd Cllr L Macrae) All in favour.

60.6 To approve amendments to Model Standing orders as advised by NALC July 2018.

Clerk explained that these relate to the recent change in GDPR law which no longer requires the appointment of a Data protection officer.

Resolved: That the amendments to Model Standing orders as advised by NALC July 2018 be approved. (Prop Cllr A Holloway, 2nd Cllr S Mortlock) All in favour.

61.Planning

61.1 To consider the following applications that have been received:

- (i) Application Ref: 18/01601/HHFUL Demolish existing conservatory and wall.
Construct new single storey side extension.
Victoria House Bluntisham Rd Needingworth.
Resolved: That the application be approved. (Prop Cllr E MacPherson, 2nd Cllr A Holloway) All in favour.
- (ii) Application ref: L/TPO/2018/011
Tree preservation order
Land Rear of 92 To 108 High Street Needingworth
Resolved: That the application be supported. (Prop Cllr E MacPherson, 2nd Cllr A Holloway) All in favour.
- (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
Resolved: That the application be approved with the comment that the window bedroom 4 be on the opposite wall overlooking the road not overlooking the neighbouring property. (Prop Cllr S Mortlock, 2nd Cllr A Holloway) All in favour.
- (iv) Application ref: 18/01681/HHFUL
Proposed porch and slight widening of rear bedroom window bay
29 The Furlongs Needingworth
Resolved: That the application be approved. (Prop Cllr E MacPherson, 2nd Cllr A Holloway) All in favour.
- (v) Application Ref: 18/01662/FUL
Proposed football pitches, erection of flood lights and re-profiling of land
Land South Of Hillside View Somersham Road St Ives.
Councillor Neish declared an interest in this item and will not participate in the discussion.
Cllr MacPherson spoke expressing concerns that development of this site even for recreation purposes was potentially showing an acceptance of development of the site known as Gifford's Farm which the Parish Council has strongly objected to.
Resolved: That the application be accepted with the following conditions: extra carparking spaces to be provided, restrictions to be placed on the timings of the floodlight use and access point is considered dangerous. (Prop Cllr A Whyte, 2nd Cllr A Holloway) 7 in favour, 2 against, 1 abstention.
- (vi) Application Ref: 18/01663/OUT
Erection of clubhouse and access
Land South Of Hillside View Somersham Road St Ives

Resolved: That the application be accepted with the following conditions: extra carparking spaces to be provided and the access point is considered dangerous. (Prop Cllr A Whyte, 2nd Cllr A Holloway) 7 in favour, 2 against, 1 abstention.

62.2 To note the following applications that have been approved:

- (i) Application ref 18/00068/s73 Variation of Condition 4 of application 10/02097/FUL to change the permitted hours of use
Sunrhyll Mill Way Needingworth St Ives PE27 4TF
Noted
- (ii) Application ref: 18/01156/HHFUL Proposed single storey extensions to the front and rear of the existing dwelling
Cherrington Back Lane Holywell St Ives PE27 4TG
Noted
- (iii) Application ref: 18/01185/HHFUL Single storey rear extension.
46 High Street Needingworth St Ives PE27 4SB
Noted
- (iv) Application ref: 18/00691/LBC Proposed new mild steel external handrail to main entrance
1 Holywell House Holywell Front Holywell St Ives PE27 4TG.
Noted
- (v) Application ref: 18/01283/S73 Application for variation of condition 2 and 3 for application 17/01641/FUL - amendments to plans and materials
Watermill Back Lane Holywell St Ives PE27 4TQ
Noted
- (iv) Application Ref: **18/01059/HHFUL**
Proposed loft conversion including one front velux window and three dormer windows
3 Silverdale Close Needingworth
Noted

62.3 To consider formal request from St Ives Town Council for consent to include land in Neighbourhood plan designated area.

Cllr C Pearce advised the Parish Council that the land that St Ives Town Council are proposing including in their Neighbourhood Plan is in the Parish of Holywell-cum-Needingworth. A map was provided.

District Councillor J Neish advised the Parish Council of the definition of spacial planning area and advised that this area is not in St Ives spacial area and therefore this plan cannot be considered viable. It is his understanding that St Ives and Holywell-cum-Needingworth would need to complete a joint Neighbourhood Plan covering the complete area of both parishes if both Councils were in agreement to do this.

Resolved: That the request be declined. (Prop Cllr C Pearce, 2nd Cllr A Whyte) All in favour.

62.4 To consider comments for planning inspectorate appeal Churchside Holywell Front.
Ref:APP/H0520/W/18/3197828.

The Ward Councillor will also submit comments to the planning inspectorate appeal.

Resolved: That the original comments and additional comments made at DMC be submitted to the inspectorate appeal for Churchside, Holywell Front to both appeals. (Prop Cllr C Pearce, 2nd Cllr A Whyte) All in favour.

63.Village Hall

63.1To receive a report from the representative of the Village Hall Trust.

Cllr R Fountain reported:

- End meeting room has been redecorated
- Pop up restaurant was successful
- They have hosted a Wedding Reception
- A booking was made for a 3 day event
- Morrisons have approached the Village Hall to hire it for their Christmas Party

64.Environment.

(i) To consider email relating to Conger Lane/fp10

Cllr C O'Reilly suggested contacting Morrisons to convert it to a cycleway.

Cllr C Pearce suggested it could be a community project for Morrisons.

Resolved: The Clerk will write to Morrisons to see if a community project is feasible. All in favour

(ii) To consider proposal from CCC Highways regarding verge cutting 2019/20 onwards.

Cllr C Pearce requested this to be deferred to the Environment Committee and a feasibility study be completed.

(iii) To ratify the decision of the Environment committee (item 7) 17th July 2018.

Resolved: That the decision of the Environment committee (item 7) 17th July 2018 be ratified. (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) All in favour.

(iv) To approve request for 40 year lease: gas governor Cadent Gas.

Resolved: That the a 40 year lease for the gas governor Cadent Gas be approved subject to the complete lease being agreeable. (Prop Cllr J Neish, 2nd Cllr A Whyte) All in favour.

(v) To consider request for tree pruning- Overcote playing field.

Resolved: That the request for tree pruning – Overcote Lane be approved. (Prop Cllr C Pearce, 2nd Cllr J Neish) All in favour.

65. Community Engagement.

65.1 To note data from speed warning signs.

Noted

65.2 To consider forms of communications between Parish Council and residents in relation to CIL

Cllr R Fountain spoke regarding his request for this item on the agenda, suggesting the following as means of communication with residents:

- The Villager
- The Herald
- Public Open Meeting

Cllr A Holloway commented that next edition of the Villager would be too long a delay.

Cllr C O'Reilly suggested social media.

Cllr C Pearce suggested a letter delivered via the Herald.

Cllr J Neish stressed that no matter what medium is used some people do not see it.

Resolved: Communicate with the community via a leaflet to be distributed with the Herald, displayed on noticeboards, lampposts and social media. (Prop Cllr R Fountain, 2nd Cllr S Mortlock) All in favour.

66. Correspondence

To receive correspondence and agree any actions:-

(i) To consider attendance CAPALC AGM 2018.

There were no volunteers to attend.

- (ii) To note correspondence regarding proposed Parish office.

Noted

- (iii) To note the A14 C2H - Closure of the A14 at Bar Hill (junction 29)

Noted

- (iv) To consider invitation from CCC to attend Traffic Management Training
There were no volunteers

67. Items to report

- Cllr R Fountain requested the hedge at the back of the Village Hall be cut back and queried why the groundsmen were not able to do this in their time considering there has been less grass cutting required this year.

The Clerk advised a quote has been obtained for £500 that will be presented to the Environment Committee and the groundsmen are not able to cut this due to the height.

Being no further business the meeting closed at 9.25pm

Chairman

Date

PARISH COUNCIL STATEMENT.

Before the meeting starts I would like to welcome and address those members of the public here who have attended on the basis of some rather misleading information which has been recently circulated pertaining to the Community Infrastructure Levy (CIL) funds received from HDC.

To begin with, nothing has been decided yet about the eventual use of the CIL money that the Parish Council has received following the development of the Morrison's Site. As some of you will be aware this is not 'a Windfall' as has been described but a form of 'compensation' to the Parish in order to enable the Council to cope with the effects of such major development in the area.

As I am sure that everybody is aware, the Parish Council and the communities that it represents, have been facing significant challenges over the past few years. Both the County Council and the District Council have been actively reducing their budgets and services and, in several areas, would be pleased to see these taken over at the local level by Towns and Villages. At the same time, this Council has been dealing with an unprecedented number of major, complicated planning applications which, should they all eventually proceed, will bring further CIL payments but, overall, will almost certainly cause major issues.

As a designated Smaller Settlement with limited resources and infrastructure we will not be able to absorb the cumulative effects of the many proposed developments without considerable inconvenience to residents. Our current policy is to resist all larger areas of development towards St Ives until the broader infrastructure incorporating an alternative route to the river and another bridge have been provided. Council are trying to act in these matters fairly and reasonably and we have supported the much more manageable rural exemption development site near Victoria House.

All of the aforementioned matters have put a tremendous strain on our small team of staff and Council do feel that some of the CIL money could certainly be expended in improving their working conditions in order to help them and the Councillors, adequately meet these challenges. The need for a dedicated Parish Office was originally identified as desirable at the time of the construction of the Village Hall long ago and, since the 2012/13 financial year allocated reserves have been incorporated in the accounts to achieve this long term objective. It has never been the Parish Councils intention to spend all of the current CIL money on such a project but we will certainly be considering adding a contribution to funding it. As many of you will be aware, the room currently used for an Office is situated in the Village Hall and leased from the Village Hall Trust. It is small, cramped, dark and, on many occasions, very noisy depending on the use of the Hall. The Parish Council owe it to the staff to provide acceptable working conditions in order to help them to operate more efficiently.

Having stated that, the Council want to stress that no final decision on this matter has yet been reached. The plan circulated by the Action Group is from 2017 and has already been rejected in the form shown. Other plans are to be considered and then the question of affordability and priorities will, of course, be addressed. There is no question of decisions being taken in 'secret session', in line with protocols some discussion has taken place in closed session due to the commercial sensitivity of the matters being discussed.

Council values villagers' opinions; to this end surgeries were advertised in The Villager and held earlier this year. Residents were invited to meet with a Parish Councillor to put forward ideas for the betterment of the village. Everyone who attended the village Christmas bazaar in 2017 was also invited to express their views.

Members of the Parish Council appreciate resident's interest in these matters and regret if misinformation has proved to be confusing to any of you. As the matter is not on the very full agenda for today the Council would ask that written suggestions for potential improvements to the excellent facilities already provided be sent to the Clerk. In due course, the Council will be sharing the plans and priorities with the community.

Thank you for attending and there will shortly be a period of ten minutes for any Member of the Public to address the Council.

Good evening and thank you Councillor Pearce and members for allowing us to address you. I am representing the views of the Community Infrastructure Levy Action Group and the residents with whom we have consulted.

Our presentation relates to our support for item 65.2 from tonight's agenda:- 'To consider forms of communication between Parish Council and residents in relation to CIL'.

We are going to cover 3 main things:-

- 1.What is currently known
- 2.The questions raised from this.
- 3.Possible ways forward

What is known using information given to us by the clerk under our freedom of information request.

- 1.£103K has been received and in the immediate future further developments will probably generate another £150K CIL receipt: A substantial once in a lifetime windfall.
- 2.A resolution was reached in a closed Parish Council meeting to spend about £100k on a new clerk's office. The minutes for this have not been given out under our Freedom of Information request apparently due to the 'commercial sensitivity'.

Questions raised from e-mails received and comments on Facebook.

- 1.Why is it necessary to build an expensive stand alone office?
- 2.What alternatives have been considered for the clerk's office?
- 3.Is the proposal compliant with the planning legislation and guidance relating to CIL receipts?
- 4.What decisions were made and why were they made without consultation and behind closed doors?
- 5.Why are discussions about the clerk's office said to be commercially sensitive?
- 6.Most importantly what alternatives have been considered on which to spend the CIL money? There have been many excellent suggestions made in the over 40 emails you have received. These should be considered and prioritised.

Possible Ways forward

- 1.Clarity and publish what decisions have been made about the CIL money and clerk's office.
- 2.Invoking 65.2 by establishing a forum to allow all parishioners and groups to have their say about current and future CIL money.
- 3.Something positive must come out of this.
- 4.Decisions should be transparent and minutes published in a timely

manner.

5.Future communications should embrace modern technology, in line with the principles of being a Quality Council.

6.Long term and short term plans and budgets must be produced to incorporate all future CIL money.

Leading to the Parish Council, parishioners and local groups who are all represented this evening working in partnership to ensure future decisions are for the benefit of the village as a whole.

As it stands it is like winning the lottery but being told the money has already been spent before you even know you have won it. The present decision should be suspended until further consultation has been made, after all the money need not be spent for 5 years.

We will be sending a soft copy of this presentation to the clerk tomorrow and ask that it is included in this evenings minutes.

We would ask Councillor Pearce if item 65.2 be brought forward to be discussed at the beginning of this meeting as there are so many interested people here.

Thank you for listening to our representations.

As received at the Parish Office by email 10/9/18 @ 13.14