

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 4th FEBRUARY 2020 AT 7.30PM IN MILLFIELDS PAVILION**

PRESENT:

Cllr S Mortlock (Chairman)
Cllr R Fountain
Cllr E MacPherson
Cllr L Macrae
Cllr S Martin
Cllr C Norman
Cllr G Norman
Cllr C O'Reilly
Cllr A Whyte
Cllr M Williamson

Mrs J Bowd (Parish Clerk)

2 Representatives from Carter Jonas/ Hallam Land Management (until 7.55pm)

IN ATTENDANCE:

There were 4 members of the public present.

147. Apologies.

To receive and accept Apologies for Absence.

Cllr A Holloway – Personal
Cllr J Neish – Personal
Cllr C Pearce– Personal

148. 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 R Fountain – item 158.2 village hall trustee and Vice Chairman.

149. Minutes

(i) To confirm the Minutes of the Meeting held on 7th January 2020.

Resolved: That the minutes of the Meeting held on 7th January 2020 be signed by the Chairman as being a true and correct record. (Prop Cllr G Norman, 2nd Cllr M Williamson) 9 in favour, 1 abstention.

150. Public Forum

To allow any member of the public to address the council on matters on the agenda.

Time Allowed 10 minutes

A resident spoke to advise that she had obtained 2 more play equipment quotes and asked that this be pushed forward for consideration. She would like to know what the Parish Council are thinking and where the "project" is going.

151. District and County Councillor Reports

To receive verbal reports from district and county councillors.

The Clerk read out a written report from District Cllr Neish. Planning matters: lack of resources due to officers moving on. HDC are not aware of an appeal against the refusal for 19/00020/FUL Land north of Sunrhyll. Bedford to Cambridge section of the east-west rail link is going to be the north route. Marshall Aerospace have narrowed the search down to RAF Wyton and RAF Cranfield. HDC have allocated money from the Mayor to provide more affordable housing to 3 sites with the district to boost the supply of housing to those finding it difficult to buy houses in the area. There will be a lot of social media coverage about the potential 3rd river crossing. The latest development is about money being allocated to a feasibility study to see where one might go and whether any investment would be beneficial both financially and environmentally. HDC are working on climate issues and the telemetrics waste on the refuse vehicles has resulted in a large reduction in fuel and the amount of contaminated recycling waste is below 7%. The budget will go to the February meeting and includes funding to look at the feasibility of taking off street parking enforcement. Recommendation is for a 2.6% increase.

152. Policing

152.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

153. Committees:

To note draft minutes of the following committees:

(i) Planning & Finance 21st January 2020

Noted

(ii) Environment 21st January 2020

Noted

(iii) Consultation 21st January 2020

Noted

154. Clerk's Report

To receive written report

Meeting Dates: –

18th February 2020 – Leisure Facilities Planning & Finance, Consultation

3rd March 2020 Full council

Items to report.

- Cambridgeshire Archives have now completed the relocation to Ely and are re-open.
- Clerk will be on holiday 10th-13th February (Inclusive)
- Clerk attending Practitioners conference 25th-27th February 2020 (Inclusive)
- Assistant to Clerk on holiday 17th-20th February 2020.
- 27/1/20 Clerk rang Greene King as no reply to her letter dated 30/12/19 received. Was asked to email a copy over for the matter to be dealt with.

Cllr Williamson asked the Clerk to find out if Huntingdon archives are still to be located at Huntingdon library.

155. Finance and Risk

155.1. To approve accounts for payment as at 4th February 2020.

Cllr Whyte asked why VAT was not being reclaimed on staff glasses.

Resolved: That the accounts for payment totalling £6424.33 be approved. (Prop Cllr M Williamson, 2nd Cllr A Whyte) All in favour.

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

(i) Battery for AED Millfields £282.00

(ii) Hitch pin for trailer £9.10

Resolved: That the payments totalling £291.10 made within the Clerk's delegated powers be approved. (Prop Cllr M Williamson, 2nd Cllr S Martin) All in favour.

155.3 To note the bank reconciliation as at 24th January 2020.

Noted

155.4 To note the budget report as at 24th January 2020.

Noted

155.5 To consider the Health & Safety report – Parish office and agree actions.

Councillors were concerned about the serious nature of some of the points raised in the report. The Chairman advised that some of the matters have already been addressed.

Resolved:

- That the Clerk write to the village hall trust regarding the 4 points relating to the building.
- That Cllr S Martin, Cllr A Whyte, Cllr S Mortlock and Cllr L Macrae review the report and deal with urgent matters. (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

155.6 To approve resolution to borrow for LED street lighting and to approve the announcement of the resolution.

Resolved: To seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a Salix loan of £14,832 over the borrowing term of 5 years for the replacement of 102 streetlights to LED streetlighting. The annual loan repayments will come to around £2966.40 (Prop Cllr M Williamson, 2nd Cllr G Norman) All in favour.

Resolved: The following announcement will be made to residents: At the Full Parish Council meeting of 4th February 2020, it was RESOLVED to seek the approval of the

Secretary of State for Housing, Communities & Local Government to apply for a Salix loan of £14,832 over the borrowing term of 5 years for replacement LED streetlighting. The annual loan repayments will come to around £2966.40. (Prop Cllr M Williamson, 2nd Cllr G Norman) All in favour.

- 155.7 To consider correspondence regarding gas governor lease – Birketts solicitors.
Resolved: That the solicitor's advice is taken and that the lift and shift clause is to Remain in the lease. (Prop Cllr G Norman, 2nd Cllr L Macrae) All in favour

- 155.8 To approve commissioning of solicitor's report on Village Hall lease issues.
A lengthy discussion took place. Cllr R Fountain considered that a report had already been produced. Cllr S Mortlock questioned how far does Council progress with plans etc. without knowing what can legally be done. Cllr M Williamson agreed that it would be advisable to decide what is needed to be clarified so that the correct advice can be given.
Cllr A Whyte proposed that the solicitors report is commissioned. (Not seconded)
Cllr R Fountain proposed that clarification be sought as to whether or not the Parish Council can build onto the village hall (Not seconded)
Cllr M Williamson considered that a best proposal be brought back to the next meeting.
As a decision could not be made the Chairman deferred the matter to the March meeting.

156. Planning.

- 156.1 To receive a presentation from Carter Jonas/ Hallam Land Management relating to development Somersham Road
This item was taken out of order after item 149
The 2 gentlemen present provided up to date plans of the proposed scheme.
They acknowledged the major restraint of the flood risk issue and advised of the green space on the plan as a result. The site is in the HDC Local Plan and policy is prescriptive in precluding certain "B" class development with the site being allocated for B1 (c) research and development and B2 General industrial.
In total there will be application made for 8400sqm of buildings.
An outline application will be made with all matters reserved apart from access off Somersham Road.
The representatives then answered questions from the members of the Council including provision of sufficient parking, footpath access and the need for a dedicated crossing. The major concern was over the impact of traffic at the roundabouts. Members were advised that a full traffic assessment has been carried out and will be submitted with the application.

- 156.2 To note the following application(s) that have been withdrawn:
(i) Application ref: **19/01124/FUL** Temporary permission for the erection of storage building (B8) and 3 associated modular cabins (RETROSPECTIVE)
Needingworth Industrial Estate Needingworth Road Needingworth Arena UK and Europe
Noted

157. Environment

- (i) To receive an update on closure of Falklands walk/Holywell Spinney for dog walking.
The Clerk provided a report on actions to date which included advice from HDC dog warden and the Parish Council insurance company.
It was noted that this is a nationwide problem with the virus being widespread. The Falklands Walk and Spinney are to remain closed, but the situation will be kept under review.

158. Village Hall.

- 158.1. To receive a report from the representative of the Village Hall Trust.
Cllr R Fountain spoke to advise that the music event on Saturday went well with demand higher than available tickets.
Annual trivia quiz will be held on 7th March 2020.
Pop-up restaurant will be held 8th April 2020.

Cllr L Macrae asked how come the music events do not exceed the noise limits and the monitor cutting the electricity supply. The reply was that the system is "switched off" with hirers being advised that if the yellow light starts flashing that they need to reduce the volume.

158.2 To consider letter from village hall trustees regarding payment of architect fees for stage extension.

Members were confused as to whether or not the trust were agreeing to pay 50% of the fees as the letter states that reimbursement would be "hoped for. Cllr R Fountain stated that it was quite black & white and that "yes" agreement was that 50% of the fees up to £1125 would be paid by the trust.

Resolved: That 2 more quotes for architects' fees be sought for the stage/office extension and that the letter regarding the contribution towards the fees be noted. (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) 9 in favour, 1 abstention

158.3 To note letter from village hall trust dated 26th January 2020.

Noted

158.4 To receive an update on Village Hall lease registration.

The solicitor had advised the Clerk that it would be advisable not to sign the plan and date the lease until a decision has been taken on any building works.

159. Community Engagement.

- (i) To consider request from Needingworth Village Hall for use of Overcote playing field: Music Festival 27th & 28th June 2020.
It was noted by the Chairman that should any of the play equipment projects move forward it may be necessary to amend location/access to the marquee.
Resolved: That approval be given subject to the same conditions as last year. (Prop Cllr E MacPherson 2nd Cllr C O'Reilly) All in favour.
- (ii) To approve VE75 event on 8th May 2020.
Cllr E MacPherson appraised members of outline plans to date and asked that the Council underwrite the event to £300. She also asked for Councillors to support the event and help on the day.
Resolved: That the event and budget be approved (Prop Cllr E MacPherson 2nd Cllr S Martin) All in favour.
- (iii) To note that the school have been contacted with regards to design of a mural for the bus Shelter and that they would like a hedgehog box for the wildlife area.
Noted
- (iv) To receive an update on footpath improvements, Mill Way.
Clerk provided an update from CCC Highways advising that costings were still awaited. This was noted
- (v) To approve article requesting information on teen shelter vandalism for publication in The Villager.
Resolved: That the article requesting information on teen shelter vandalism for publication in the Villager be approved. Cllr C O'Reilly suggested that the article also go onto Facebook. (Prop Cllr L Macrae, 2nd Cllr S Martin) All in favour.
- (vi) To receive verbal reports on CIL Projects:
 - Village hall extension.
Covered in previous items
 - Play equipment/Outdoor gym equipment.
Cllr E MacPherson spoke to confirm that all companies who have visited to date confirm that the current play equipment is still fit for purpose and that there is no room for additional pieces of equipment. Quotes for repainting the frames and infilling the surface cracks have been requested.
Cllr E MacPherson and Cllr A Whyte continue to look at additional equipment to be sited on the playing fields ideally in a fenced area. They hope to have a proposal ready in the not too distant future.
With regards to the outdoor gym equipment Cllr E Macpherson advised that the Clerk had submitted a grant application to Mick George and that a decision was pending. She thanked the Clerk for her work in completing the application.
 - Community hub & office.

Cllr S Mortlock advised that she had met with the architect and was awaiting drawings. Cllr R Fountain reiterated his request that the word "hub" is not used as the village hall is known as the "hub". This was refuted by other members of Council.

160. Correspondence

To receive correspondence and agree any actions: -

- (i) To consider CAPALC Incorporation Proposal.

Members did not consider that incorporation would adversely affect the Council.

Cllr S Mortlock queried whether or not the assets of the existing CAPALC would transfer to the newly incorporated body.

Resolved: That the incorporation be supported (Prop Cllr E Macpherson 2nd Cllr M Williamson) All in favour.

- (ii) To note Greater Cambridge Local Plan Consultation

Noted

- (iii) To note the Adoption of the Greater Cambridge Sustainable Design and Construction Supplementary Planning Document.

Noted

- (iv) To approve issue of Letter of Authority Renewal – Utility Aid.

Resolved: That the issue of Letter of Authority Renewal – Utility Aid be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

- (v) To note the street numbering & naming notification.

Noted

161. Items to report (for information only and not for resolution).

- Cllr S Martin reported that the battery box had been removed from the village hall. It was confirmed that the village hall had removed it.
- Cllr L Macrae asked if the recent damage in Harris Crescent following the road traffic accident had been reported.
- Cllr S Mortlock commented on the proliferation of banners at the roundabouts between Needingworth and St Ives.

162. To resolve to close the remainder of the meeting to the public due to the confidential nature of the business to be discussed.

Resolved: That the remainder of the meeting to the public due to the Confidential nature of the business to be discussed. All agreed

Meeting closed at 9.25pm.

Meeting reopened at 9.27pm no members of the public returned.

There being no further business the meeting closed at 9.28pm

Chairman

Date