

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON  
TUESDAY 1<sup>st</sup> JUNE 2021 AT 7PM IN NEEDINGWORTH VILLAGE HALL**

**PRESENT:**

Cllr A Whyte (Chairman)  
Cllr R Fountain  
Cllr E MacPherson  
Cllr S Mitcham  
Cllr S Mortlock  
Cllr J Neish  
Cllr C Norman  
Cllr G Norman  
Cllr C Pearce  
Cllr M Williamson

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

**IN ATTENDANCE:**

County Councillor K Reynolds  
District Councillor J Neish  
Linda Walker - Representative from Partners in Planning & Architecture Ltd

There were no members of the public present.

**20. Apologies.**

To receive and accept Apologies for Absence.  
Cllr L Macrae – Personal  
Cllr S Martin – Personal

**21. 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 30.1 (i) & (ii) - Cllr J Neish – Non-Pecuniary – Possible Ward Cllr Pre-determination  
Item 30.1 (i) Cllr S Mortlock – Non Pecuniary – Husband worked for the applicant  
Item 30.1 (i) Cllr A Whyte – Non Pecuniary – Known to the applicant

**22. Minutes.**

(i) To confirm the Minutes of the Meeting held on 4<sup>th</sup> May 2021.

**Resolved:** That the minutes of the Meeting held on 4<sup>th</sup> May 2021 be signed by the Chairman as being a true and correct record. (Prop Cllr M Williamson, 2<sup>nd</sup> Cllr C Pearce) All in favour.

**23. To receive a presentation from Partners in Planning & Architecture Ltd reference 21/00943/FUL**

Erection of 2 dwellings and garaging,  
Land West Of Barley Croft Back Lane Holywell (item 30.1)

Linda Walker advised members of the background of this application that a PIP has been approved for 2 dwellings and that a secondary application was submitted for 3 dwellings that was refused. Subsequently the application has now been submitted in line with the PIP for 2 dwellings and has addressed previous concerns raised: dwellings now have one access – share a driveway. There will be no loss of trees from the site and the development will sit well within the site.

Cllr S Mortlock queried whether any improvements will be made to the footpath around the site.

Linda Walker advised they do not have the option to widen the footpath but could discuss with the clients to tidy up any growth over the existing path.

District Councillor J Neish commented that the applicants could choose to improve the footpath even though it is not a condition.

Linda Walker expressed that in order for the developers to improve the footpath a Grampian condition must be imposed although the LPA would only ask for the widening of a footpath on a larger development.

**24. Public Forum**

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

Time Allowed 10 minutes

**None**

## 25. District and County Councillor Reports

To receive verbal reports from district and county councillors.

County Councillor K Reynolds reported:

- He had been elected for another 4 years.
- There will be significant changes at CCC of a political nature and therefore residents may see a difference in the service delivery. There are 60 Councillors on CCC of these conservative hold 28 seats (previously held a majority). The Liberal Democrats, Labour and Independents have sufficient numbers to combine and form a Rainbow Alliance. At the first meeting have announced a reduction in the number of committees and also reduced the frequency of meetings. These parties have made a lot of pledges and in County Councillor K Reynolds opinion there is not enough money to support all of the pledges that have been made.
- Complaints have been received re grass verge cutting. The Clerk has already requested a timetable for the planned cuts this year and is awaiting receipt.
- The Clerk has also requested details for the LHI Bids.
- In conclusion County Councillor K Reynolds considers that over the next 4 years it may be quite difficult to fulfil all requests for services.

District Councillor J Neish reported:

**Shoot for health:** Getting adults active using football to get fitter increasing activity and fitness levels starting at One leisure St Ives 8<sup>th</sup> June.

**Rough Sleeper Initiative:** Huntingdonshire District Council has successfully secured £205,000 from the Government's Rough Sleeper Initiative to help address the needs of some of the most vulnerable people in the area. The council has helped 108 people that faced the prospect of rough sleeping during the pandemic over the last year, providing emergency accommodation and support to find settled accommodation

**Great British Spring Clean** This year, Huntingdonshire District Council will once again be supporting Keep Britain Tidy's national efforts to create a cleaner community for everyone to live, work and visit through the Great British Spring Clean campaign. The campaign is taking place between Friday 28 May and Sunday 13 June.

**CambWifi** is live, and available for free, across all four of Huntingdonshire's market towns as the high streets begin to welcome back residents and visitors following the reopening from lockdown.

The free connection is available in Huntingdon, Ramsey, St Neots, and St Ives town centres, providing safe internet access and free data to enable everyone to stay connected, as well as supporting local businesses. The rollout of CambWifi also supports Covid-19 safety measures, such as contactless payments while shopping for essentials, registering for 'track and trace' using QR codes, or accessing the latest local health advice and support.

**Wates Minimisation:** Huntingdonshire District Council is launching a Reusable Nappy Incentive. Disposable nappies contribute over 1,400 tonnes of waste to landfill every year. This is enough waste to fill 130 refuse vehicles. Disposable nappies also cause contamination when incorrectly disposed of in the recycling bins, accounting for on average 10 tonnes of this waste (a refuse vehicle full) a month. The District Council has worked with a number of suppliers of reusable nappies to secure a 15% discount on a range of nappies. To be eligible you just need to be a Huntingdonshire resident and have a child of nappy wearing age or be expecting a child.

There are also financial savings to be had. The typical family would spend on average £650 on disposable nappies from birth to potty trained. Switching to reusables could save around £400. This saving would more than double if used for a second child, or treble for a third child, and further savings can be made if you were to sell the set on once you were finished with it.

**Support Local:** Continuing to push and support local Town centres to open safely and try and compete with the online market. Giving people a reason to shop with experiences such as music, markets and other events.

Locally Cil

There is no reason that I can see why Cil monies cannot be used for upgrading Street Lights to LEDs which also supports energy reduction and savings for the Council.

## 26. Policing

26.1 Neighbourhood Policing Team – Any Issues and Concerns.

Members commented on the use of E-scooters – that they are acceptable to use in Cambridge but illegal elsewhere.

## 27. Committees:

To note draft minutes of the following committees:

- (i) Leisure Facilities 27<sup>th</sup> April 2021

**Noted**

- (ii) Planning & Finance 27<sup>th</sup> April 2021 & 18<sup>th</sup> May 2021

**Noted**

- (iii) Environment 27<sup>th</sup> April 2021

**Noted**

## 28. Clerk's Report

To receive written report.

Meeting Dates: –

6th July 2021 Full Council (face to face at Village hall)

15<sup>th</sup> June 2021 – committees Leisure Facilities Consultation, Planning & Finance

Items to report.

- Guides working on bus shelter mural Sunday 11<sup>th</sup> July 2021.
- Litter pick 11<sup>th</sup> June 2021. Meet at village hall 10am. Morrisons have agreed to provide cake for volunteers on return.
- Clerk off w/c 21<sup>st</sup> June 2021.
- Clerk has contacted Cadent gas regarding the raised covers in the village hall car park. Clerk has been advised that the work is now in the programme to come and correct as they are a trip hazard.
- Tree at junction of Priory Close/Priory Road was reported at Planning & Finance 18<sup>th</sup> May 2021. Clerk has visited the site and discussed with groundsman. This area is maintained by CCC and concerns with the tree have been reported.



- May salary for Parish Clerk included reimbursement of £5.00 for key cutting, it has now been established that this was paid by Company Barclaycard therefore the Clerk has refunded £5 in cash which was banked on 26/5/21
- Clerk on holiday w/c 21<sup>st</sup> June 2021. The office will be staffed on reduced hours so please bear this in mind when contacting the staff.
- Cemetery memorial "wobble" test will be carried out on 3<sup>rd</sup> June (Clerk & Cllr Mortlock)
- Chairman & Clerk met with A Humphries from Sovereign regarding mulch under gym equipment 25th May 2021 – A Humphries has agreed to resurface the mulch under the gym equipment.

District Councillor J Neish advised that the space net will go to DMC.

Cllr G Norman volunteered to repaint the bus shelter before the mural is put up.

## 29. Finance and Risk

- 29.1. To approve accounts for Payment as at 1<sup>st</sup> June 2021.

**Resolved:** That the accounts for payment totalling £12,691.34 as at 1<sup>st</sup> June 2021 be approved. (Prop Cllr J Neish, 2<sup>nd</sup> Cllr S Mortlock) All in favour.

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

- (i) Morelock signs replacement batteries for speed sign £156.00

- (ii) Impie Ltd Welcome pack folders £433.20

- (iii) SLCC Local Council administration (book) £123.80.

- (iv) NBB Ltd additional anchor kits for benches £80.40.

**Resolved:** That the payments totalling £793.40 made within the Clerk's delegated powers be approved. (Prop Cllr M Williamson, 2<sup>nd</sup> Cllr S Mortlock) All in favour.

- 29.3 To note the budget report as at 25<sup>th</sup> May 2021  
**Noted**
- 29.4 To note the bank reconciliation as at 10<sup>th</sup> May 2021  
**Noted**
- 29.5 To note the Internal auditors report dated 17<sup>th</sup> May 2021.  
Members congratulated the Clerk on another excellent report.  
**Noted**
- 29.6 To note the response from HDC Monitoring officer.  
Cllr J Neish spoke to remind members to be mindful of the Code of Conduct and the need for confidentiality.  
**Noted**
- 29.7 To consider quote from Safetyworks & solutions repairs to gates Play area Overcote lane and welding of fence at Millfields.  
**Resolved:** That the quote from Safety Works & Solutions for repairs to gates Play area Overcote Lane and welding of fence at Millfields for £675 + VAT be accepted. (Prop Cllr E MacPherson, 2<sup>nd</sup> Cllr M Williamson) All in favour.

### 30. Planning

- 30.1. To consider the following applications **received**:
- (i) Application ref: 21/00943/FUL Erection of 2 dwellings and garaging  
Land West Of Barley Croft Back Lane Holywell  
**Resolved:** That the application be supported. (Prop Cllr M Williamson, 2<sup>nd</sup> Cllr G Norman) 8 in favour, 2 abstentions.
- (ii) Application ref: 21/00665/FUL New dwelling & Landscaping  
Land adjacent to Orchard Cottage Holywell Front – Additional access information.  
**Resolved:** That further comments are made regarding the access in relation to the common land – encroaching on the common land and permission for crossing and for the hedgerow to be left. (Prop Cllr M Williamson, 2<sup>nd</sup> Cllr E MacPherson) 9 in favour, 1 abstention.
- 30.2 To note the following applications that have been **approved**:
- (i) Application ref: **20/02136/HHFUL**  
Erection of front porch and storm porch to front of house. Add pitched, tiled roof to existing extension of double garage and attached room.  
17 Priory Road Needingworth St Ives  
**Noted**

### 31. End of Year Accounts

- 31.1 To approve accounts for the Year ending 31<sup>st</sup> March 2021.  
The Clerk advised members that the accounts reported at the APM differs to the accounts presented today. The £50k that has been invested in a 2-year bond in Cambridge Counties Bank has been moved, in line with Governance requirements to the asset register and therefore no longer shows on the bank balances.  
**Resolved:** That the accounts be approved. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) All in favour.
- 31.2 To complete and approve Annual Governance Statement for year ending 31<sup>st</sup> March 2021.  
**Resolved:** That the statements were read out by the Clerk and a 'yes' response was given by Council to each. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) All in favour.
- 31.3 To approve Statement of Accounts on Annual Return for year ending 31<sup>st</sup> March 2021.  
**Resolved:** That the Statement of Accounts be approved. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) All in favour
- 31.4 To approve text for Annual Return.  
Cllr S Mitcham queried a couple of dates on the text, the Clerk will correct the year.  
**Resolved:** That the text be approved. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) All in Favour.

### 32. Community Engagement

- 32.1 To receive a report on site visit 7<sup>th</sup> May 2021 to development Bluntisham Road Needingworth and agree any actions.

Cllr J Neish advised that quarterly meetings will continue, it was noted that there are no wheel washing facilities on the site. The show home opened this weekend, and the first home has been sold. Construction traffic will continue to use the temporary roadway as access to the site and permanent signs have been erected to advise construction traffic of no waiting. David Wilson Homes (DWH) queried whether the Parish Council would support a request for an advisory 30mph speed limit to be put in place.

**Resolved:** That support is given for an advisory speed limit to be put in place. (Prop Cllr E MacPherson, 2<sup>nd</sup> Cllr G Norman) All in favour.

The Clerk raised the issue of the excess signage along Church Street with CCC and DWH.

**Resolved:** That a request to DWH for the sign along Church Street to be removed. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) 5 in favour, 1 against, 4 abstentions.

32.2 To consider request for Ukulele group to meet Overcote Lane playing field.

**Resolved:** That the request for the Ukulele group to meet on Overcote Lane playing field be approved. (Prop Cllr S Mitcham, 2<sup>nd</sup> Cllr E MacPherson) All in favour.

32.3 To note the emails and letter relating to the stage extension project and confirm current situation with regards to the proposal.

Members agreed with the statements made in the letter dated 20<sup>th</sup> May 2021 from the Clerk.

**Noted**

32.4 To receive a report from village hall trust representative.

Cllr M Williamson advised members that he had attended the VHT AGM and had been elected as a trustee. He further advised that Mr Quick has resigned as Chairman and Mr Glass was elected as Chairman, Mr Hebert was elected as Secretary. A working party has been formed to produce a full proposal and revised plan for the village hall extension. They will also be consulting with the Village Hall user groups. This will be reported to the VHT committee on 17<sup>th</sup> June 2021 and then presented to the Parish Council once agreed.

### 33. Policy.

To review Register of Members Interest as requested by HDC.

Members either signed the Declaration of No Change or supplied a completed Register of Member Interest Form.

### 34. Correspondence

To receive correspondence and agree any actions:

(i) To consider request for use of Millfields car park by Participation Team CCC.

**Resolved:** That the request for use of Millfields car park by Participation Team CCC be approved. (Prop Cllr E MacPherson, 2<sup>nd</sup> Cllr S Mortlock) All in favour.

(ii) To reconsider participation in NHS & Social care frontline workers day 5<sup>th</sup> July 2021.

**Resolved:** That the Parish Council do not participate in NHS & Social care frontline workers day 5<sup>th</sup> July 2021. (Prop Cllr S Mortlock, 2<sup>nd</sup> Cllr E MacPherson) All in favour.

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

- Cllr E MacPherson advised that following the recent heavy rains the corner of Priory Road/Close was again flooded across the road.
- Cllr C Pearce reported the collapsing drain in Harris Crescent and further reported the advertised event at the Pike & Eel on 26<sup>th</sup> June 2021 and commented a similar event was stopped by police last year due to safety concerns. Cllr J Neish advised that this event has been reported.
- Cllr M Williamson reminded members of the litter pick on 11<sup>th</sup> June 2021 and queried whether there has been any updates on the Church Street development.
- Cllr S Mortlock suggested submitting complaints re the footpath outside the Gables being dangerous due to cars using the footpath as an extension to the road due to there being no

raised kerb. District Councillor J Neish advised Cllr S Mortlock to raise this as a concern with highways.

- The Chairman had been contacted with concerns that the hand entrance gate to playing field is not suitable for disabled access.
- The Clerk advised members that due to the work that has come in the Environment and Leisure Facilities committees will be called on 15<sup>th</sup> June 2021.

There being no further business the meeting closed at 9.16pm

Chairman

Date