

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 17th MAY 2022 AT 7.30PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr D Jackson
Cllr E MacPherson
Cllr S Mitcham
Cllr S Mortlock
Cllr J Neish
Cllr C Pearce
Cllr D Peart
Cllr M Williamson

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

IN ATTENDANCE:

There were no members of the public present.

1. Election of Chairman

1.1 To elect a Chairman for 2022/23

Resolved: That Cllr A Whyte be elected as Chairman for 2022/23 (Prop Cllr M Williamson, 2nd Cllr S Mortlock) All in favour.

1.2 To receive Chairman's Declaration of Acceptance of Office

Resolved: Acceptance of Office signed by Cllr A Whyte.

2. Apologies.

To receive and accept Apologies for Absence.

Cllr R Fountain – Personal
Cllr S Martin - Personal

3. Election of Vice Chairman.

3.1 To elect a Vice – Chairman for 2022/23.

Resolved: That Cllr C Pearce be elected as Vice Chairman for 2022/23 (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour

4. Parish Council Committees

4.1 To approve members of the Parish Council Committees 2022/23

A draft list was tabled for consideration. Cllr D Peart expressed a wish to be moved from Leisure Facilities onto Environment and also to be on the Planning & Finance committee. Cllr M Williamson agreed to move from Environment and Cllr S Mitcham agreed to step down from Planning & Finance.

Resolved: That members for Parish Council Committees 2022/23 be as appendix 1. (Prop Cllr M Williamson, Cllr S Mitcham) All in favour

5. Parish Council Representatives on Outside Bodies.

5.1 To nominate Parish Council Representatives to outside bodies for 2022/23

Resolved: That Parish Council Representatives to outside bodies 2022/23 be as appendix 2. 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.

Item 13.1 (i) Cllr J Neish – Non Pecuniary – Possible Ward Cllr Pre-determination
Item 13.1 (i) Cllr S Mortlock – Pecuniary – Husband asked to quote

7. Minutes.

(i) To confirm the Minutes of the Meeting held on 3rd May 2022

Resolved: That the minutes of 3rd May 2022 be signed as a true and correct record (Prop Cllr M Williamson, 2nd Cllr D Jackson) 7 in favour, 2 abstentions.

8. Public Forum

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

Time Allowed 10 minutes

None

9. District and County Councillor Reports

To receive verbal reports from district and county councillors.

District Councillor J Neish reported:

Congratulations on the election of the Chairman and Deputy.

Welcome to the new councillor Darrell Peart.

Election chaos 2022

I reflect on the last 4 years as your Ward and Parish Councillor. There have been many difficult times, even accusations of misinformation, but after all the talk of rising up and fighting I think one can only assume, as many of us thought, the very small minority seemed to have a large voice.

But when it came to the majority, they are seemingly happy with this Parish Council, not wanting to contest any of the current councillors carrying out and doing good work for the benefit of this Parish and not in isolation.

HDC

An 'Alliance, or coalition of all the non-Conservative' candidates will agree to form the next 4 year administration at tomorrow's full council meeting. Unless something upsets it in the meantime.

There are very few from that group that were previously councillors and none of them have had a lead role in a district council before.

But that's democracy 22 conservatives 10 Lib Dems and 20 Independents.

After 4 years of careful management of funds, working in the most difficult of times with Covid and providing one of the lowest costing councils in the country we are in opposition.

I have been chosen to be the group Deputy leader and Jonathan Gray (Finance portfolio holder for 12 years the new group leader.

I will still be on DMC.

The previous leader, Ryan Fuller, was not re-elected. An Independent from St Ives took his seat by a margin of 26.

The main benefit is that I get some of my life back!

I have written to DWH for an update on the footpath cycleway and had a strange response about all the footpaths for the site that is occupied have been complete and the external one is awaiting CCC. Which I challenge on their timings.

Cllr S Mitcham queried progress on the development behind the shop.

District Cllr J Neish advised that they lost the funding from the Combined Authority due to not breaking ground early enough and are now seeking alternative funding to be able to continue with the site being affordable housing.

10. Policing

10.1 Neighbourhood Policing Team – Any Issues and Concerns.

Cllr D Peart queried whether the police attend the Parish Council meetings.

Cllr J Neish advised that the police no longer send out reports or attend any Parish Council meetings due to lack of resources.

11. Clerk's Report

To receive written report.

Full Council – 7th June 2022

21st June 2022 – Planning & Finance/Leisure Facilities/Consultation.

Items to report.

- Community litter pick. Wednesday 22nd June @ 9am, Needingworth village hall meeting point. Article in the Villager.
- Clerk had her wallet stolen 25th April 2022. Cards lost included the Company Barclay card and Fuel Genie Card. Both were stopped on 25th April 2022, statements show neither card was used, no funds taken. Replacement cards have now been received.

- Parish office will be closed Monday 6th June 2022. Staff will be taking a day in lieu of working 2nd June 2022 ref the jubilee celebrations.
- 10/5/22 Sovereign play confirmed that a member of the maintenance team will visit to check the tensioning on the Spacenet (FOC) A copy of the manufacturers maintenance schedule will also be provided. Sovereign will visit on 27th May 2022.
- Clerk on holiday 23 - 27 May 2022.

12. Finance and Risk

12.1. To approve accounts for Payment as at 17th May 2022

Resolved: That the accounts for payment as at 17th May 2022 totalling £1066.78 be approved. (Prop Cllr C Pearce, 2nd Cllr M Williamson) All in favour

12.2 To note the budget report as at 11th May 2022

Noted

12.3 To note the bank reconciliation as at 11th May 2022

The Chairman queried the current account holding £176k and stated according to our Financial Regulations each account should only hold a maximum of £85k.

The Clerk advised this was due to the unexpected receipt of a large CIL payment but will be brought to Council to discuss.

Noted

12.4 To consider purchase of plaque to mark replacement of village sign.

Members agreed that a plaque be purchased to mark the replacement of the village sign.

13. Planning

13.1. To consider the following applications **received:**

- (i) Application ref: –22/00738/HHFUL Proposed single storey extension to rear of property. 19 Overcote Lane Needingworth.

Resolved: That the Application be supported. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 7 in favour, 2 abstentions.

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

- (i) Application Ref: 22/00181/OUT Proposed dwelling on land fronting Mill bungalow Mill Way Needingworth.

Mill Bungalow Mill Way Needingworth St Ives PE27 4TF

Noted

13.3 To note the following applications that have been **refused:**

- (i) 20/00443/FUL Erection of 14 dwellings with associated landscaping, parking, cycle and refuse storage, sustainable drainage system (SUDs) and vehicular access point off Mill Way

Land North Of Sunryl Church Street Needingworth

Noted

14. Community Engagement.

14.1 To receive reports on meetings of RSPB & Great Ouse Valley Trust.

Cllr M Williamson advised that he had attended the RSPB meeting and the Great Ouse Trust meeting and gave a summary of the meetings. This will be taken to the next Environment meeting.

14.2 To revisit project list for use of CIL funding and agree on next initiative.

Members discussed projects for use of the CIL funding.

Two projects that remain outstanding that are agreed in principle:

- Sensory Garden
- Village Hall extension

Suggestions put forward:

- Solar powered speed sign Bluntisham Road
- Extend 30mph speed limit on Bluntisham Road
- Security measures at Overcote Lane/ Millfields
- Patio area in front of pavilion
- Village Hall carpark – tarmac the entrance
- Path at Overcote Lane playing fields – carry on round gas governor and re connect outside Village Hall
- Holywell Front – benches and planting to discourage parking
- More disabled play equipment
- De fib at the Village shop and Holywell

Cllr D Peart commented that the existing consultation was dated and asked whether there will be another consultation with the villages and further suggested surgeries could also be held in the Village Hall.

Cllr M Williamson commented that the Village Hall consultation was much more recent.

Cllr J Neish advised that ultimately the spending of CIL is the responsibility of the Council.

Cllr S Mortlock considered that we still have outstanding projects and have the mandate of the parishioners.

It was agreed that members should put forward any suggestions and a list be collated and added to a future agenda for discussion.

14.3 To receive an update on the Parish Office refurbishment and approve contingency budget.

Further costs of £590 + VAT were discussed with the Chairman and agreed under the Clerk's delegated powers.

The plasterers were in today and have finished plastering.

Dalrod are due 18/5/2022 to locate the septic tank.

BT will relocate the phone and internet connection on 23rd May 2022.

CCTV will be relocated on 24th May 2022.

Three quotes for flooring were tabled.

Resolved: That the quote from B Page of £648.99 be accepted subject to the removal and disposal of the existing floor tiles not exceeding £100 additional cost. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

14.4 To consider relocating seat Overcote lane playing fields which backs onto Harris Crescent.

Resolved: To remove existing bench at the top of Overcote Lane playing fields. (Prop Cllr C Pearce, 2nd Cllr J Neish) All in favour.

The location of replacement bench to be brought back to June meeting.

14.5 To note the Local Highways Improvement 2022/23 outcome.

The Clerk commented that the whole process was very unsatisfactory, and the panel were not aware of the location of our bid. There were 42 applications, 20 of which were supported, our bid was 35th. Previously have been told that the Parish could only submit one bid however Huntingdon Town Council submitted three all of which were supported. The result did not reflect the application submitted.

District Councillor J Neish was unable to access the meeting and suggested the Clerk to write asking why the bid was so far down the list and comment on the process.

Noted

15. Policy

To review and approve the following documents:

(i) Parish Council structure.

Resolved: That the Parish Council structure be approved. (Prop Cllr M Williamson, 2nd Cllr J Neish) All in favour

(ii) Standing orders

Resolved: That the Standing Orders be approved. (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour

(iii) Financial regulations.

Resolved: That the Financial Regulations be approved. (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour

(iv) Grievance procedure.

Resolved: That the Grievance procedure be approved. (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour

(v) Information and Data protection

Cllr D Peart challenged the reference to other policies within the Information and Data policy and commented that these policies should also be made available to approve this policy. He further raised typos within the documents and questioned who the Data Protection Officer was.

Policy to be brought back to a future agenda.

(vi) Communications.

Resolved: That the Communications policy be approved with the following amendment – Item 4 remove 'minutes' from the documents to be published on the Council noticeboard. (Prop Cllr M Williamson, 2nd Cllr E MacPherson) 8 in favour, 1 against

(vii) S137 for financial year 2021/22 & limits for 2022/23.

Resolved: That the S137 for financial year 2021/22 and limits for 2022/23 be accepted. (Prop Cllr J Neish, 2nd Cllr E MacPherson) 8 in favour, 1 abstention

(viii) Code of Conduct.

Resolved: That the Code of Conduct be approved. (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour

16. To adopt the General Power of Competence.

Resolved: That the Parish Council meets the criteria for eligibility relating to the electoral mandate and the relevant training of the Clerk therefore the General Power of Competence be adopted. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour

17. Correspondence

To receive correspondence and agree any actions:-

- (i) To note the Henry Morris Centenary Conference 30th June 2022
Noted
- (ii) To note letter from Windsor Castle dated 31st March 2022 relating to the Queens Green canopy project.
Noted
- (iii) To consider One. Network training opportunity.
Cllr S Mitcham and Cllr D Jackson will attend.
- (iv) To consider email regarding dog fouling RSPB reserve.
Council have previously offered to purchase a bin and collect the rubbish; however, this has been rejected by the RSPB. The Clerk to reply to the letter advising resident of the situation.
- (v) To approve Sunday cricket cup matches as per email 9th May 2022.
Resolved: That the Sunday cricket cup matches as per email 9th May 2022 be approved. (Prop Cllr S Mitcham, 2nd Cllr S Mortlock) All in favour
- (vi) To approve sign in Village Hall Car Park advertising Music Festival.
Resolved: That the sign in Village Hall Car Park advertising Music Festival be approved. (Prop Cllr S Mitcham, 2nd Cllr S Mortlock) 5 in favour, 2 abstentions, 1 against
- (vii) To note email of apology from Needingworth Colts dated 11th May 2022.
Noted

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

- Cllr C Pearce asked whether Colts have been told that there must always be someone present on site at Millfields with the keys.
Cllr C Pearce also commented on the number of headstones in the Cemetery that have tilted.
- Cllr E MacPherson advised that the decorations around the village for the jubilee will be done on Sunday and further asked for volunteers for Thursday 2nd June.
- Cllr S Mitcham advised he had received a complaint about the land at the back of Priory Road/ Townsend Road being very overgrown.
- Cllr D Jackson advised members that the tankers for the sewage works finished last Wednesday but have caused damage to Overcote Lane. The road has collapsed opposite to where they were parking. The Clerk advised she has reported this online to Highways and has also emailed Jo Hudson, the Highways Officer and County Councillor K Reynolds
- Cllr S Mortlock requested the following to be added to the next agenda:
 - 1. Request a copy of the electrical certificate and the LABC Certificate for the tank from the Village Hall
 - 2. Consider location of the pod swing and table tennis tables
- Cllr S Mortlock also requested volunteers for 2nd June and advised they will draw up a list of jobs with times to circulate to all councillors.
- Cllr J Neish advised members that the next meeting with DWH is on 24 May should anyone have anything to raise.
- The Clerk advised members:
 - that she had reported the structure at Arena Frames to Planning Enforcement, however it is being taken down now.
 - CAPLAC will run a quarterly Councillor drop in session, with the first one being on Tuesday 7th June, 7pm – 8pm
- Cllr A Whyte advised that he had contacted Burgess & Walker and the structure was just erected to check it.

There being no further business the meeting closed at 9.24pm

Chairman

Date

APPENDIX 1

Holywell-cum-Needingworth Parish Council Committee List 2022/23

Leisure Facilities (5 + 2)	Environment (6 + 2)	
Chairman - Andrew Whyte (ex-officio)	Chairman - Andrew Whyte (ex-officio)	
Vice chairman - Colin Pearce (ex-officio)	Vice chairman - Colin Pearce (ex-officio)	
Roy Fountain	Deke Jackson	
Stephen Mitcham	Sue Martin	
Eda MacPherson	Sarah Mortlock	
Michael Williamson	Jon Neish	
Vacant	Darrell Peart	
	Vacant	
Planning & Finance (Core of 7 + 2)	Consultation (5 + 2)	
Chairman - Andrew Whyte (ex-officio)	Chairman - Andrew Whyte (ex-officio)	
Vice chairman - Colin Pearce (ex-officio)	Vice chairman - Colin Pearce (ex-officio)	
Roy Fountain	Roy Fountain	
Deke Jackson	Deke Jackson	
Eda MacPherson	Stephen Mitcham	
Sue Martin	Jon Neish	
Sarah Mortlock	Darrell Peart	
Darrell Peart		
Michael Williamson		
<i>Deliver agenda to Cllr J Neish</i>		
<i>Deliver papers to Cllr S Mitcham</i>		
All Councillors may attend this committee		
G & D (For Panels 3 selected from:	Appeals (For Panels 3 selected from:	
Deke Jackson	Roy Fountain	
Eda MacPherson	Stephen Mitcham	
Sue Martin	Sarah Mortlock	
Andrew Whyte as Chair	Jon Neish	
Michael Williamson	Colin Pearce as Vice-Chair	
HR (5 + 2)	Relief in Need (Share of 3)	
Chairman - Andrew Whyte (ex-officio)	Eda MacPherson as Village Rep	
Vice chairman - Colin Pearce (ex-officio)	Colin Pearce as Vice-Chair	
Eda Macpherson	Andrew Whyte as Chair	
Sue Martin		
Stephen Mitcham		
Sarah Mortlock		
Michael Williamson		

APPENDIX 2

The representatives on outside bodies for 2022/23 be as follows:-

Quarry Liaison Committee – Mr A Holloway

Village Hall Trust – Cllr M Williamson

CPALC – Cllr E MacPherson

Relief in Need Charity – Chairman, Vice Chairman, Cllr MacPherson

St Ives Road Safety Committee – Cllr S Martin

Bluntisham Internal Drainage Board – Mr A Holloway

Tree Warden – Cllr A Whyte

School Governor – Cllr D Peart

A14 – Cllr J Neish