

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 1st NOVEMBER 2022 AT 7.30PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain
Cllr T Head
Cllr D Jackson
Cllr E MacPherson
Cllr S Mortlock
Cllr J Neish
Cllr C Pearce
Cllr D Peart
Cllr M Williamson

IN ATTENDANCE:

Mrs A Jackson (Assistant to the Parish Clerk)

There were 3 members of the public present.

80. Apologies.

To receive and accept Apologies for Absence.

Cllr S Martin - Personal
Cllr E McNeill - Personal
Cllr S Mitcham - Personal

81. 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 89.1 (i), (ii) and (iii) Cllr J Neish – Non Pecuniary – Possible Ward Cllr Pre-determination
Item 89.1 (iii) Cllr R Fountain – Pecuniary – Spouse owns adjacent property
Item 91 (iii) and (vi) Cllr D Jackson – Non Pecuniary – VHT Committee member
Item 91 (iii) and (vi) Cllr R Fountain – Non Pecuniary – VHT Committee member
Item 91 (iii) and (vi) Cllr M Williamson – Non Pecuniary – VHT Committee member

82. Minutes.

(i) To confirm the Minutes of the Meeting held on 4th October 2022.

Resolved; That the minutes of 4th October 2022 be signed as a true and correct record.
(Prop Cllr M Williamson, 2nd Cllr S Mortlock) 6 in favour, 4 abstentions.

83. Public Forum

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

Time Allowed 10 minutes

Three members of the public spoke regarding the amended planning application for 40 Chapel Close reaffirming their objections to the application, advising there are 7 objections in so far. They commented that the change of front door to the side of the house could be more problematic due to a telegraph pole sited roughly where the proposed front door will be. They also raised concern that the change may be to try and create another parking space to the front of the plot, however any car using that area would have to mount the kerb on the corner and would protrude onto the pavement therefore causing an issue for pedestrians. A further objection was raised under amenity consideration – the loss of light for the bungalow behind the plot. They concluded with asking the Parish Council to once again object to this planning application.

84. District and County Councillor Reports

To receive verbal reports from district and county councillors.
District Councillor J Neish reported:

- Planning appeal set for December with submissions by 7th November. I and the leader will be giving the response on behalf of the planning authority. Our rewritten response is being formulated at present based on DMC. PC can elaborate on local issues such as flooding schools accumulated new housing in small settlements without infrastructure and lack of buses etc. The officer will make contact with the Parish to discuss.
- Post box knitted memorials are fantastic.
- Planning pre application advice and reduced contact for efficient working! Lodel farm disposed of due to no interaction.
- Warm spaces network – there are several areas available in the district.
- Online streamed council meetings are now available.

85. Policing

85.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

86. Committees:

To note draft minutes of the following committees

(i) Planning & Finance 18th October 2022

Noted

(ii) Environment 18th October 2022

Noted

(iii) Consultation 25th October 2022

Cllr M Williamson raised the consultation for the St Ives masterplan is 14th November 2022.

District Councillor J Neish advised the Parish Council will still be able to respond after this date.

Noted

(iv) Leisure Facilities 25th October 2022

Noted

87. Clerk's Report

To receive written report.

Meeting Dates: –

Full Council – 5th December 2022

15th November 2022 – Planning & Finance/Consultation /HR./Environment

22nd November – Budget meeting

Items to report.

- Table tennis table and swing – installed and added to insurance policy
- Clerk has been approached by Holywell school regarding the possibility of Council taking over the grass cutting schedule. Clerk is looking into the request and will bring item to full Council at the next convenient date.
- January papers will be issued on Thursday 22nd December 2022.
Parish Office will close once the papers have been delivered reopening on Tuesday 3rd January 2023.
- Burgess & Walker will be cutting top of Millfields hedge, date to be confirmed

88. Finance and Risk

88.1. To approve accounts for Payment made up to 1st November 2022

Resolved: That the accounts for payment totalling £10,368.02 be approved (Prop Cllr M Williamson, 2nd Cllr C Pearce) 9 in favour, 1 abstention.

88.2 To approve payments made within Clerk delegated powers:

Security light tractor shed Millfields Mr N Craig £170.00

Millfields valuation – Mr R Baker £300

Glasdon – replacement bin play area £224.56

Stall at Christmas bazaar £10.00

Libra security repair to CCTV £150.00

Resolved: That the payments made within the Clerks delegated powers totalling £854.56 be approved (Prop Cllr C Pearce, 2nd Cllr E MacPherson) 9 in favour, 1 abstention.

- 88.3 To note the budget report as at 25th October 2022
Noted
- 88.4 To note the bank reconciliation as at 25th October 2022
Noted
- 88.5 To note the valuation report for Millfields Pavillion and tractor shed dated 13th September 2022.
Noted
- 88.6 To note CIL "Meaningful proportion" report for period 1st April – 20th September 2022
Noted
- 88.7 To consider quotes for replacement fencing between play area and Harris Crescent
Resolved: That the quote from JACS for £1,711.50 +VAT be approved and to ask the groundsmen if they are able to fit the fencing, if not quotes to be sought for installation. (Prop Cllr S Mortlock, 2nd Cllr J Neish) All in favour.
- 88.8 To note the price increase for accounts package – Scribe
A discussion took place as to why Scribe is used as opposed to Quick Books, Sage or Xero. It was also noted that Scribe is industry specific.
Noted
- 88.9 To approve financial contribution to Scribe from Eltisley Parish Council.
A discussion took place regarding the proportion of costs. Cllr Peart asked, "Do we have an agreement, or permission, with Scribe to allow another parish council to run their accounts using our software licence?" Alison replied "Yes".
Resolved: That the proportion of costs based on precept comparison of 84% Holywell-cum-Needingworth Parish Council and 16% for Eltisley Parish Council be approved. (Prop Cllr J Neish, 2nd Cllr M Williamson) 4 in favour, 6 against.
Resolved: That Scribe is approached to advise the cost to add Eltisley Parish Council to our package and bring back to the December meeting for consideration. (Prop D Jackson, 2nd Cllr D Peart) 7 in favour, 3 abstentions
- 88.10 To review cemetery fees increase and ratify decision of Environment committee item 8(ii) 27/7/22
Resolved: That the cemetery fees increase by July RPI (12.3%) be approved. (Prop Cllr S Mortlock, 2nd Cllr D Peart) 9 in favour, 1 abstention.

89. Planning

89.1 To consider the following applications **received:**

- (i) Application ref: Reference: 22/02056/HHFUL Demolition of front porch. External over cladding and alterations to all elevations. Conversion of garages and associated landscaping works.
The Vines Back Lane Holywell
Resolved: That the application be supported. (Prop Cllr M Williamson, 2nd Cllr D Peart) 9 in favour, 1 abstention.
- (ii) Application ref: 22/02055/HHFUL Demolition of front porch and erection of canoe store to front of dwelling, external over cladding and alterations to all elevations. Conversion of garages and associated landscaping works.
The Vines Back Lane Holywell
Resolved: That the application be supported. (Prop Cllr M Williamson, 2nd Cllr D Peart) 9 in favour, 1 abstention.
- (iii) Application ref: 22/01563/FUL New Dwelling (Amended)
40 Chapel Close Needingworth St Ives
Resolved: That the application is objected to based on same grounds as before. (Prop Cllr M Williamson, Cllr E MacPherson) 8 in favour, 2 abstentions.
Members agreed that should this application be approved District Councillor P Hodgson-Jones is approached to call in to DMC.

89.2 To note the following applications that have been **Withdrawn:**

- (i) Application ref 22/01712/REM Application for approval of reserved matters (Appearance, Access, Landscaping, Layout and Scale) following outline approval reference 22/00181/OUT for a proposed dwelling
Mill Bungalow Mill Way Needingworth St Ives PE27 4TF.
Noted

89.3 To note letter from HDC advising of the change in approach to amendments to planning application dated 4th October 2022.

Noted

90. Community Engagement.

90.1 To receive a verbal update on the fund raising initiative for a defibrillator for Needingworth Cllr S Mortlock advised that following their attendance at the shop to push raffle tickets they raised £457.08 giving a total so far of £1216.14. Still awaiting response from the Rotary and a couple of donations pledged. Members suggested that a written agreement is drawn up with the shop re ownership. Cllr S Mortlock requested this to be brought back to Planning & Finance meeting for the Parish Council to consider their agreement to insure the de fib, carry out regular checks, do the maintenance and to pay the deficit to be able to order. Cllr E MacPherson requested the Clerk to write to Terry and Wayne in the shop thanking them for their support with this project.

90.2 To consider possible changes to maintenance of RSPB car park Bluntisham Road. District Councillor J Neish advised that Hanson's will remove the low level wooden fence replacing it with planted mounds and they will repair the surface and re shingle it. Hanson will continue to maintain the car park whilst they are there.

90.3 To consider letter from CCC & Head of Holywell school regarding appointment as Governor. There were no volunteers for the position of School Governor.

90.4 To receive a verbal report on the David Wilson Homes site meeting Bluntisham Road held 26th October 2022.

District Councillor J Neish reported:

- There are approximately 60 houses occupied, sales are slowing.
- The expected finish date is 2024
- County Councillor K Reynolds is investigating the delay with the footpath. The footpath will be on both sides of the road with crossing points. When works start the road will need to be closed.
- DWH were asked if they would support the bid for the speed reduction.

90.5 To consider maintenance requirements Village Hall car park
Members discussed the proposal of a tarmac/concrete roadway however concern was raised with drainage, stating that gravel is better for drainage. Cllr C Pearce advised that the gravel should be raked regularly to prevent potholes.

Resolved: That this is reconsidered once the decision is reached on the Village Hall extension. (Prop Cllr S Mortlock, 2nd Cllr M Williamson) 9 in favour, 1 abstention.

91. Correspondence

To receive correspondence and agree any actions: -

1. To note email from Needingworth village hall trust regarding glasses being left in car park. Members discussed the response raising that the VHT have to take responsibility for the area if they are taking the revenue. Members requested that the Clerk reply suggesting the VHT consider the use of reusable plastic glasses for all events and that security is provided for large events with the cost passed to the hirer.
2. To note email of thanks from U3A Petanque for gravel.

Noted

3. To consider letter from Village Hall Trust relating to the installation of solar panels at the village hall.

Members would like to see the quotes, all contracts and terms and conditions prior to the VHT deciding on the successful contract for the Parish Council to be able to agree with the choice of contractor. Consideration to be given to the shelf life, required cleaning and maintenance schedule, insurance, whether Parish Council are willing to take on the responsibility of

maintenance should the VHT dissolve, and the warranty is usually restricted to the original owners.

To note the details of bus operators & timetables for withdrawn Stagecoach routes from 30th October 2022.

Noted

- (v) To note email of thanks from resident regarding decorating the war memorial for Remembrance Day.

Noted

- (vi) To approve request for Music Festival 2023.

Resolved: That the request for Music Festival to be held on 1st and 2nd July 2023 be approved subject to receipt of all relevant paperwork. (Prop Cllr J Neish, 2nd Cllr E MacPherson) 7 in favour, 3 abstentions.

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

- Cllr E MacPherson thanked the groundsman for mowing the hill and installing the Tommy sign yesterday.
- Cllr D Jackson reported:
 - Pile of soil blocking the footpath outside 72 Harris Crescent. The Assistant to the Clerk advised that this has been reported to Highways.
 - Bluntisham Road outside the DWH development has a lot of mud on the road.
- Cllr S Mortlock advised that the Open Reach vans are parking in the Cemetery gateway and should there be a funeral the cones should be put out.
- The Assistant to the Clerk reported:
 - Remittance advice has been received for the CIL payment of 46,713.19
 - The resident who had previously requested to litter pick for the Duke of Edinburgh Silver Award has advised that he will now be volunteering at the school rather than litter picking.
 - Road closure for the Remembrance Day has been approved and requested members for volunteers to close the road. Cllr R Fountain, Cllr T Head and Cllr M Williamson volunteered.

There being no further business the meeting closed at 9.00pm

Chairman

Date