

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 4th OCTOBER 2022 AT 7.30PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain
Cllr E MacPherson
Cllr S Martin
Cllr E McNeill
Cllr S Mitcham
Cllr S Mortlock
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
There were no members of the public present.

All present observed a two minute silence in memory of the late Queen Elizabeth II.

67. Apologies.

To receive and accept Apologies for Absence.
Cllr T Head - Personal
Cllr D Jackson - Personal
Cllr J Neish – Personal
Cllr D Peart – Personal

68. 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.

None

69. Minutes.

(i) To confirm the Minutes of the Meeting held on 6th September 2022.

Resolved; That the minutes of 6th September 2022 be signed as a true and correct record.
(Prop Cllr E MacPherson, 2nd Cllr S Martin) 7 in favour, 2 abstentions.

70. Public Forum

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

Time Allowed 10 minutes

None

71. District and County Councillor Reports

To receive verbal reports from district and county councillors.

County Councillor K Reynolds reported:

- Bluntisham Road footpath -contractor is seeking quotes to commence site clearance including the cutting back of hedges and tidying up of ditches in preparation for carrying out the main footpath works. Will advise the Clerk when a start date is confirmed.
- Road closure Back Lane, Holywell 14 – 16 December for water main
- Buses – Stagecoach have proposed the cutting of all services except Cambridge city and South Cambridge. The Combined Authority have agreement to offer Stagecoach a higher subsidy to continue the services however they are not keen to reverse their decision to cut the services.

Cllr C Pearce queried whether Stagecoach were under contract to offer the bus services and whether there were any other companies tendering for the service. If not, then could split the contract up to allow for smaller companies to tender.

County Councillor K Reynolds advised their 2-year contract was coming to an end and the feasibility study for the routes was based on Covid data so therefore not profitable. Don't believe there were any other companies tendering, the money is made on the subsidies and not the fares. Suggest the Parish Council should lobby the Mayor, Nik Johnson, and the County Council.

The Clerk queried whether there was a breach of conditions of the S106 for Morrisons. The bus service had to be provided from Needingworth to Morrisons which had been added to, the Clerk thought route V6.

County Councillor K Reynolds advised there would be a time limit for the condition and will check this.

72. Policing

72.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

73. Clerk's Report

To receive written report.

Meeting Dates: –

Full Council – 1st November 2022

18th October 2022 – Planning & Finance/Leisure Facilities /Consultation/HR./Environment

Items to report.

- Proludic completed installation of the pod swing and table tennis table 23/9/22. Due to not being able to supply Heras fencing the invoice was reduced by £600.00 (pre-VAT) on the price agreed of £16600.00
Insurance company advised 23/9/22
- Staff did not attend CAPALC conference on Friday 9th September 2022 due to the implementation of Operation London Bridge. As apologies were sent the fee will be waived due to the exceptional circumstances.
- Please note committees on 18th October. Due to the requirement to cancel meetings during period of national mourning September meeting were cancelled.. However, budgets need to be set therefore all committees will be called in October.

74. Finance and Risk

74.1. To approve accounts for Payment made up to 4th October 2022

There have been no more additions since 29th September 2022.

Resolved: That the accounts for payment totalling £29,510.99 be approved (Prop Cllr C Pearce, 2nd Cllr M Williamson) All in favour.

74.2 To approve payments made within Clerk delegated powers:

(i) Morelock signs – 2 new batteries £157.20

(ii) Daisy chain designs – Flowers £70.00

Resolved: That the payments made within the Clerks delegated powers totalling £227.20 be approved (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

74.3 To note the budget report as at 28th September 2022

Noted

74.4 To note the bank reconciliation as at 28th September 2022

Noted

74.5 To approve request from Openreach for wayleave -Overcote lane Needingworth

Resolved: That the request from Openreach for wayleave – Overcote Lane, Needingworth be approved (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 8 in favour, 1 abstention.

74.6 To consider quotes for works to front of Village Hall.

Members compared the quotes provided and agreed to also add cladding to the end of the pavilion subject to acceptable quote.

Resolved: That a further quote for the extra cladding on the side of the pavilion is sought from Green Room Gardens and subject to that being in ratio with the original quote the costing from Green Room Gardens totalling £13881.57 ex VAT and extra cladding price be approved (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 8 in favour, 1 abstention.

Resolved: That the CIL money is utilised for the project. (Prop Cllr C Pearce, 2nd Cllr E MacPherson) All in favour

- 74.7 To consider requesting village hall trust clear items form rear of hall which impact on fire exits.

Cllr R Fountain advised that he has raised this subject at the Village Hall Trust meetings several times.

Resolved: That the Clerk write to the Village Hall Trust to raise these concerns. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

- 74.8 To approve quote for re siting of post Millfields car park.

Resolved: To seek further quotes to re site the post with cement square around base of post. (Prop Cllr E McNeill, 2nd Cllr S Mortlock) All in favour.

- 74.9 To note completion of the limited assurance review for year ending 31st March 2022.

Cllr A Whyte thanked the Clerk for her work on this.

The Unqualified report was Noted.

- 74.10 To approve purchase of gravel for overflow car park. Overcote Lane Needingworth. Members requested that the area is weed killed prior to the laying of the gravel.

Resolved: That the purchase of 10 tonnes of gravel for overflow car park, Overcote Lane, Needingworth be delegated to the Clerk. Approved

Clerk to obtain a quote for spreading. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

75. Planning

- 75.1 To note the following applications that have been **approved**:

(i) Application ref 22/01514/HHFUL Demolition of existing car port and extension of existing single garage with first floor study, raise ridge height of existing garage resulting in the formation of a double garage

White Bridge Farm Overcote Lane Needingworth St Ives PE27 4TW

Noted

(ii) Application ref: 22/00995/HHFUL Proposed garage and storage building.

The Pantiles Back Lane Holywell St Ives PE27 4TQ

(iii) Application ref: 22/00849/HHFUL Demolition of existing conservatory and replace with a single-storey rear extension.

30 Bramley Avenue Needingworth St Ives PE27 4UD

Noted

(iv) Application ref: 22/00507/HHFUL Single storey rear extension

14 Beldams Needingworth St Ives PE27 4T

Noted

(v) Application ref: 22/0021/LBC & 22/00216/FUL Internal and external repairs and alterations to Grade II Listed Lock Up including new gutter and downpipe, lead flashing between slate roof coverings and parapet brickwork, repointing and repairing brickwork, reduction in ground level, cut back and repair of decayed base section of timber post, joinery repairs to timber seat, and maintenance works to paint finishes, cracked plaster work, tie bars and pattress plates.

Lock Up High Street Needingworth

The Clerk advised members that she has written to HDC about the conditions imposed and requested that they revisit these.

Noted

76. Community Engagement.

- 76.1 To review the briefing on Stagecoach Bus routes withdrawals and agree any actions.

Members agreed to lobby the Mayor with regards to the rural community needs and the green agenda.

Cllr S Mitcham suggested that if the funding is not given to the service that this be made available to community groups who volunteer to create a community bus service. He suggested researching 'The Little White Bus' – Yorkshire Dales.

Cllr S Mortlock suggested including whether they are in breach of the S106 conditions from Morrisons.

76.2 To approve request to permit decoration of war memorial for Remembrance Day.

Resolved: That the guidance be sent and subject to any decoration not being permanent the request to permit decoration of war memorial for Remembrance Day be approved (Prop Cllr C Pearce, 2nd Cllr E MacPherson) 7 in favour, 1 against, 1 abstention.

76.3 Christmas lights event 2022

(i) To approve working party for Christmas lights event 2022

Members include Cllr A Whyte, Ms S Clements, Cllr S Martin, Mr D Martin, Cllr R Fountain and Cllr E MacPherson.

Resolved: That the working party for Christmas lights event 2022 be approved (Prop Cllr C Pearce, 2nd Cllr S Mortlock) All in favour.

(ii) To approve terms of reference for the working party.

Resolved: That a Christmas tree is not placed on Overcote Lane playing field. (Prop Cllr E MacPherson, 2nd R Fountain) 6 in favour, 2 against, 1 abstention.

Resolved: That subject to the removal of Overcote Lane playing field as a site for a Christmas tree the terms of reference for the working party be approved (Prop Cllr S Mitcham, 2nd Cllr S Martin) All in favour.

(iii) To agree a date for the event.

Resolved: That the Christmas lights event be held on Friday 9th December 2022 (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

(iv) To approve a budget for the event of £500

Resolved: That the budget of £500 for the event be approved (Prop Cllr S Mitcham, 2nd Cllr S Martin) All in favour.

76.4 To consider request for funding assistance with Defibrillator for Holywell.

Cllr S Mortlock would like confirmation that the Ferryboat/ Greene King agree to engage an electrician to fit it and that they include the defibrillator on their insurance.

Resolved: That the Parish Council take on the responsibility of future checking and upkeep of the defibrillator and that any shortfall in fundraising for the defibrillator be approved and if possible, any required funds to be used from the CIL money. (Prop Cllr S Mitcham, 2nd Cllr E MacPherson) All in favour.

76.5 To receive a verbal update on the fund raising initiative for a defibrillator for Needingworth Cake stall to be held on Saturday 8th October at the One Stop, Needingworth – have lots of donations of cakes. The raffle will continue until the end of October.

Details of the witch hunt - from Sunday there will be witches on top of the post boxes, and it will be £1/go to guess the name of the witch.

Cllr S Mortlock has written to the Rotary Club to request a donation.

One Stop has agreed to maintain, carry out weekly checks and insure the defibrillator.

76.6 To consider possible changes to maintenance of RSPB car park Bluntisham Road.

Defer to November meeting in order to seek further information with regards to ownership of the site and whose responsibility this becomes.

77. Environment.

(i) To consider proposal for a management plan for Falklands Walk/Holywell spinney.

Cllr E McNeill raised concerns over the poor condition of the wooded areas and suggested seeking advice from (for example) Woodland Trust and set up a rolling program to maintain the wooded areas.

Cllr E McNeill is happy to meet with someone to discuss what needs to be done to encourage more biodiversity.

On the receipt of further information refer to a future meeting of the environment committee.

78. Correspondence

To receive correspondence and agree any actions: -

- (i) To note letter from HM Lord Lieutenant for Cambridgeshire dated 12th September 2022.
Noted.

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

- Cllr E MacPherson advised that it is very dark in the old tennis court car park and asked that the lighting be looked at.
- Cllr S Mitcham raised concerns over the recent car activity in and out of the Village Hall car park.
- The Clerk advised:
 1. That travellers are in St Ives
 2. Planning Application: 20/00443/FUL Land North of Sunryhl, Church Street Needingworth. Erection of 14 dwellings has gone to appeal. Appeal start date: 3rd October 2022, 5 weeks to lodge views.
 3. Contacted the VHT with regards to beer glasses left in the car park.

There being no further business the meeting closed at 9.10pm

Chairman

Date