

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 6th SEPTEMBER 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 Martin
Cllr E McNeill
Cllr S Mortlock
Cllr J Neish
Cllr C Pearce
Cllr D Peart

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

IN ATTENDANCE:

There were 13 members of the public present.

53. Apologies.

To receive and accept Apologies for Absence.

Cllr S Mitcham-Personal
Cllr M Williamson- Personal
County Councillor K Reynolds

54. 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 62.1 (i) Cllr R Fountain – Pecuniary – Spouse owns adjacent property
Item 62.1 (ii) Cllr D Jackson – Non Pecuniary – Family member an employee
Item 62.1 (iii) Cllr D Jackson – Non Pecuniary – Friends with applicant
Item 63.1 (ii) Cllr D Jackson – Non Pecuniary – VHT Committee member
Item 62.1 (iii) Cllr E MacPherson – Non Pecuniary – Friends with applicant
Item 62.1 (iii) Cllr S Mortlock – Non Pecuniary – Neighbours
Item 62.1 (i), (iii) Cllr J Neish – Non Pecuniary – Possible Ward Cllr Pre-determination
Item 62.3 Cllr J Neish – Non Pecuniary – Possible Ward Cllr Pre-determination

55. Minutes.

(i) To confirm the Minutes of the Meeting held on 5th July 2022 and 30th August 2022.

Minutes 5th July 2022 – Apologies should read 'None'

Minutes 30th August 2022 – Cllr R Fountain raised that in items to report he requested the access to Overcote Lane playing fields be added to the next Full Parish Council agenda and subsequently requested this item be added to the October agenda.

Mrs A Jackson was not present, should read 'Miss' J Bowd and there were no members in attendance.

Resolved; That with the above amendments the minutes of 5th July 2022 be signed as a true and correct record. (Prop Cllr J Neish, 2nd Cllr C Pearce) 9 in favour, 2 abstentions

Resolved; That with the above amendments the minutes of 30th August 2022 be signed as a true and correct record. (Prop Cllr C Pearce, 2nd Cllr S Martin) 10 in favour, 1 abstention

56. Public Forum

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

Time Allowed 10 minutes

Two members of the public addressed members advising of their concerns with the planning application that has been submitted for a new dwelling attached to 40 Chapel Close. Their concerns included:

- There have been 17 objections to the application.
- The change to the street scene ie changing the semi detached homes into a row of terraced houses. All properties in Chapel close are either semi-detached or bungalows.
- The Local Plan highlights that any new development need to provide sufficient parking for the residents and their visitors.
- By the property creating the off road parking this will have a negative impact on the current on street parking
- Increased traffic and parked cars will create blind spots and may impede emergency access and also impact on refuse collections.
- Safety concerns for the elderly who live in the bungalows and for the young children who cross the road to access the school bus.

They concluded with a request for members to support the residents of Chapel Close and object to the planning application.

Item 62.1 (i), (ii), (iii), 62.2 & 62.3 brought forward.

57. District and County Councillor Reports

To receive verbal reports from district and county councillors.

District Councillor J Neish reported:

Consultations:

- The Town Master Plan will be out for consultation soon and this will impact residents of Holywell-cum-Needingworth therefore members should review and make comments.
- Greater Cambridgeshire Partnership is consulting on proposed congestion charging.

Finance:

- HDC completed the previous year with an underspend of £2million under the previous administration. There will be challenges ahead – the new administration are considering charging for green bins, removing car park charges and declaring a climate emergency which will be expensive. District Councillor J Neish continues to push for no cuts to front line services.

Planning:

- Lodel Farm remains unchanged
- DWH – have contacted County Councillor K Reynolds to find out where the delay is with the footpath
- Following up issues with the Pike & Eel and checking whether they are licenced to carry out functions.

58 Policing

58.1 Neighbourhood Policing Team – Any Issues and Concerns.

The Clerk has received notification that there is a new local Inspector and that if members would like them to discuss any matters we have contact details.

59. Committees:

To note draft minutes of the following committees.

(i) Planning & Finance 16th August 2022

Noted

(ii) Leisure Facilities 16th August 2022

Noted

60. Clerk's Report

To receive written report.

Meeting Dates: –

Full Council –. 4th October 2022

20th September 2022 – Planning & Finance/Environment/Consultation/HR.

Items to report.

- Theft of a lawn mower from ~~Needingworth Village Hall, Overcote Lane~~ Millfields, Needingworth between 23:00hrs & 23:11hrs on 17/07, crime ref 35/51349/22. The crime

states a lawn mower belonging to Needingworth Cricket Club was stolen, value approx. £6,000

- Proludic start date for table tennis table and swing -12th September 2022
- 27/7/22 CCC - have had the quote back for repair (to Overcote lane) and am now going through the process of trying to get it ordered. Under CCC intervention levels it does not qualify as urgent, but it does need doing. Once ordered the works will be completed within 3 months.
- Village hall AED deployed 13th August 2022. Checked and put back into commission Monday 15th August 9am.
- Clerk & Assistant will be attending CAPALC annual conference 9th September 2022. All day event, Parish office will be closed.

61. Finance and Risk

61.1. To approve accounts for Payment made up to 6th September 2022

Cllr D Peart queried whether distinction could be made between a DDR and any purchases made by the Company Barclaycard.

Resolved: That the accounts for payment totalling £28,582.39 be approved (Prop Cllr E MacPherson, 2nd Cllr C Pearce) 10 in favour, 1 abstention.

61.2 To note the budget report as at 30th August 2022.

Noted

61.3 To note the bank reconciliation as at 30th August 2022.

Noted

61.4 Audit

(i) To note the internal audit report for year ending 31st March 2022.

Cllr D Peart queried Page 2 check VAT, the Clerk advised that some invoices didn't specify payment to Holywell-cum-Needingworth Parish Council and 2 amounts totalling £6.10 were not claimed, which currently have not been investigated further.

Cllr D Peart requested a copy of the Asset Register.

Cllr E MacPherson commented that this was a good report which was supported by Cllr C Pearce.

Noted

(ii) To appoint an internal auditor for 2022/23

Resolved: That CAPALC is appointed as the internal auditor for financial year 2022/23. (Prop Cllr E MacPherson , 2nd Cllr E McNeill) All in favour.

(iii) To consider the Option to opt out of the SAAA central external auditor appointment

Resolved: That the Parish Council do not opt out of the SAAA central external auditor appointment. (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) All in favour.

61.5 To note the play area inspection report dated 14th July 2022 – Sovereign Play.

Space net has weeds growing through the surface. The Clerk will request the groundsman to check the surface.

Noted

61.6 To consider LHI BID application for 2023/24

Members discussed two options – Reduction in speed around Holywell and reduction in speed at Bluntisham Road. The Buntisham Road application has previously been turned down. Members felt that speed signs at Holywell would have more impact than attempting to reduce the speed.

Resolved: To submit an application for two solar panelled speed signs for installation around Holywell. (Prop Cllr J Neish, 2nd Cllr E McNeill) 9 in favour, 1 against, 1 abstention.

61.7 To receive a verbal update on Defibrillator for village shop and approve next steps.

Cllr E MacPherson advised that One Stop shop are willing to help with fundraising to get a defibrillator. The shop will fit it, register it and perform the regular checks. Cllr E MacPherson requested for Council to agree to make up any deficit following the fundraisers to be able to purchase the defibrillator. Total cost £2k.

Cllr A Whyte queried whose insurance it would be covered under.

Resolved: That following the fundraising efforts of One Stop any deficit be paid by the Council. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour.

61.8 To consider request from Holywell Neighbourhood watch for the purchase of 6 NHW signs.

Cllr A Whyte queried whether residents paid a subscription.

The Clerk clarified that Needingworth Neighbourhood Watch closed leaving £158 ring fenced for use within Needingworth, which Holywell declined to be a part of. Mrs Ansell has advised she will ask residents whether they will contribute to the signs.

Resolved: To see how much is raised from the residents and bring back to Council should there be a deficit. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

- 61.9 To consider report on blue sail shelter.

Resolved: To seek quotes to adapt the seats and add a table to the blue sail and bring back to Council. (Prop Cllr E McNeill, 2nd Cllr E MacPherson) 10 in favour, 1 abstention.

- 61.10 To consider sale of refrigerator purchased during pandemic and office desk.

Resolved: To advertise the refrigerator for sealed bids asap. (Prop Cllr S Mortlock, Cllr J Neish) All in favour.

Resolved: To offer the surplus desk to the Village Hall Trust free of charge. (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) All in favour.

62. Planning

- 62.1. To consider the following applications **received**:

- (i) Application ref: – Reference: 22/01563/FUL

New Dwelling

40 Chapel Close Needingworth St Ives

Resolved: That the application be objected with comments on street scene, over development, lack of green space – trees and hedges already cut down, lack of sufficient parking and poor access. Also, to request that District Councillor P Hodgson-Jones call the application in to DMC. (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) 9 in favour, 2 abstentions.

- (ii) Application ref: CCC/21/088/FUL

Demolition of in-vessel compost buildings/tunnels and ancillary development; construction of a dry anaerobic digestion (AD) facility, pellet fertiliser facility, healthcare waste energy recovery facility, waste transfer station, vehicle re-fuelling station, biomass storage building, surface water storage lagoons, extension to concrete pad and ancillary development including car park

Envir Composting Ltd, St Ives Road, Somersham, PE28 3BS

Resolved: That the application be objected to siting the original comments raised and furthermore there are no benefits from the additional planning application and no further reasons why this is needed for this area. (Prop Cllr J Neish, 2nd Cllr E MacPherson) 10 in favour, 1 abstention.

- (iii) 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

Resolved: That the application be supported (Prop Cllr D Peart, 2nd Cllr T Head) 4 in favour, 7 abstentions.

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

- (i) Application Ref 22/01099/HHFUL Single storey flat roofed rear extension.

109 Turnpike Close Needingworth St Ives PE27 4AF

Noted

- 62.3 To note planning enforcement report ref:22/00202/ENOTH.

Resolved: That the Clerk write to the Conservation Officer and the Planning Enforcement Officer to clarify the response from the Case Officer. (Prop Cllr D Peart, 2nd Cllr E MacPherson) All in favour.

63. Community Engagement.

- 63.1 Village Hall extension

- (i) To note correspondence from Village Hall Trust confirming commitment to the project.

Noted

- (ii) To approve submission of plans to HDC

Resolved: That the submission of plans to HDC be approved. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour.

- 63.2 To approve removal of ban on BBQ's due to dry weather conditions.

Resolved: To leave the BBQ ban in place and to review in a month. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour.

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

Resolved: That the resident be contacted to ask for a plan of what decoration is intended prior to making a decision. (Prop Cllr J Neish, 2nd Cllr D Peart) 7 in favour, 4 abstentions.

64. Policy.

- (i) To approve amendment to financial regulation 5.2
Resolved: That further advice is sought and this item is brought back to the next meeting. (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.
- (ii) To review the paper light policy
Members discussed the policy noting that previously a questionnaire had been completed by Councillors as to their preference of how they wish to receive their papers.
Resolved: To leave the policy as it stands with the choice for each individual Councillor to receive their papers as they wish to. (Prop Cllr S Martin, 2nd Cllr S Mortlock) 10 in favour, 1 abstention.

65. Correspondence

To receive correspondence and agree any actions:-

- (i) To note email from Cllr Peart providing a report on the Gigaclear presentation.
Noted
- (ii) To note the St Ives and District Road safety committee minutes 12th July 2022.
Noted
- (iii) To note Cambridgeshire ACRE's Annual General Meeting 2022 and agree representation.
Noted
- (iv) To note email regarding facilities provided at Millfields.
Noted
- (v) To note the Fens reservoir project and receive any feedback from the webinar held on 25th August 2022
Noted
- (vi) To consider email regarding parking on pavements.
Cllr S Mortlock commented that this would be a police matter and should be reported at the time.
- (vii) To note correspondence dated 3rd August 2022 relating to Reed Cottage Holywell Front.
Noted

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

- Cllr C Pearce advised that there is damage to the tarmac on Harris Crescent footpath outside nos. 15 -17. He further queried whether the school has a caretaker as it is looking unkept.
- Cllr S Martin advised that Chatters will be closed on 20th & 27th October; 20th due to a lack of volunteers and the 27th due to the Wellworth Players.
- Cllr E McNeill asked if the CCTV at Millfields car park is operational, stating that a white van that is associated with drug dealers is often parked under the CCTV cameras. She feels the arrival and departure of the van should be monitored and details submitted to the police.
- Cllr D Peart has been contacted by 3 residents commenting on the deterioration of the Common Land in front of the Ferryboat.
- Cllr J Neish advised a gate is damaged between Meeting Lane and A1123. The Clerk has reported this.
- Cllr S Mortlock informed members that the Queens Head has a defibrillator and asked whether a course could be arranged once the defibrillator has been purchased for siting at the shop.
- Cllr R Fountain notified members that the VHT has now received the registration certificate for the water tank.
- Cllr A Whyte advised members that a HR meeting was held on 16th August where it was agreed to support the Clerk's request for flexible hours due to personal circumstances that will be reviewed in a month.
- The Clerk advised:
 - That the editor of the Villager has been in touch to apologise for the Councillor error in the latest edition and that an amendment will be issued in the December edition.
 - Redwood Bank has increased their rate of interest to 1.75% AER from 27th August 2022 for 95 day notice accounts.
 - Cllr S Martin has forwarded the Road Safety Schemes for 2022/23. The Clerk confirmed that the Wheatsheaf crossroad construction is targeted for 2023/24.

There being no further business the meeting closed at 10.07pm

Chairman

Date