

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 5th DECEMBER 2023 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain
Cllr T Head
Cllr D Jackson
Cllr E MacPherson
Cllr S Mortlock
Cllr M Williamson

IN ATTENDANCE:

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

District Councillor P Hodgson-Jones

There were no members of the public present.

115. Apologies.

To receive and accept Apologies for Absence.

Cllr A Holloway - Personal
Cllr E McNeill – Personal
Cllr S Martin - Personal
Cllr Neish – Personal
Cllr C Pearce - Personal
County Councillor K Reynolds - Personal

116. 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 125.1 Cllr A Whyte – Pecuniary – Personal benefit as a Parish Councillor

Item 125.3 & 125.6 (i), (ii) & (iii) Cllr D Jackson – Pecuniary – Wife is a member of staff

Item 125.8 Cllr S Mortlock – Pecuniary – Husband quoted for work

117. Minutes.

(i) To confirm the Minutes of the Meeting held on 28th November 2023.

Resolved: That the minutes of the meeting held on 28th November 2023 be signed as a true and correct record. (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) All in favour.

118. Public Forum

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

Time Allowed 10 minutes.

None

119. District and County Councillor Reports

To receive verbal reports from district and county councillors.

District Councillor P Hodgson-Jones:

- Subscription for green bins are going ahead, if subscribe early it will be discounted to £50 from £57.
- The next full Council meeting is 13th December 2023.
- At the Corporate Governance meeting last week the District Council reviewed the District Council constitution with proposed improvements to Corporate Governance.

- Budget 2024-25 process has started. The District Council are in a fairly strong position and currently ahead of expectations. Expect there will be an increase on the budget.

Cllr E MacPherson queried whether there was any progress on the safety improvements to Wheatsheaf crossroads.

District Councillor P Hodgson-Jones advised that traffic lights are planned for the crossroads but has no further update.

Cllr R Fountain commented that it had been on Cambridge radio that the work is programmed to be undertaken May 2024.

120. To receive a presentation from the Parochial church council regarding the closed churchyard at St. John the Baptist Holywell. (Max time permitted 10 minutes)

No representative from the PCC attended. A letter has been received which will be put on the next Full Council agenda on 2nd January 2024.

121. To note the resignation of Cllr S Mitcham.

The Chairman requested the Clerk to write to Cllr S Mitcham thanking him for his time on the Council.

Noted

122. Policing

122.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

123. Committees

123.1 To note the following draft minutes.-

- (i) Planning & Finance 21st November 2023.

Noted

- (ii) Environment 21st November 2023.

Noted

- (iii) Consultation 21st November 2023.

Noted.

124. Clerk's Report

To receive written report.

Meeting Dates: –

Full Council – 2nd January 2024

Committees – 16th January 2024 – Environment, Planning & Finance, Consultation,

Items to report.

- 2nd November 2023. Ronnie Rabbit installed in under 12's play area.
- Signed copy of Tennis Club lease received 11/11/23.
- CIL statement for 2022/23 submitted to HDC 23rd November 2023
- Comments from Consultation committee to St Ives Neighbourhood plan submitted 22nd November 2023.
- Ivy cut back from gate beside Parish office 22/11/23.
- Aggregate ordered for car park. This will be laid ASAP.
- 29/11/23 Vegetation cut back from information board Holywell Front.
- Christmas 2023- the office will close on Thursday 21st December reopening on Tuesday 2nd January 2024.

125. Finance and Risk

Cllr A Whyte leaves the meeting 7.08pm

Cllr S Mortlock chaired the next item:

125.1 To approve accounts for payment to be made on 7th December 2023.

Resolved: That the accounts for payment: Chairman's Allowance - £75.00, Wicksteed, Zip wire - £19,436.34, Function 28, Website monthly charges - £36.00, The Wildlife Trust BCN, Memorial Wood Management Plan - £960.00, ESPO, Batteries - £45.60

totalling £20552.94 to be made on Thursday 9th November 2023 be approved (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 6 in favour, 1 abstention.

Cllr A Whyte returns 7.09pm

- 125.2 To approve accounts for Payment made for the period 8th November 2023- 5th December 2023.

Resolved: That the accounts for payment made 8th November 2023 – 5th December 2023 totalling £11683.29 be approved (Prop Cllr M Williamson, 2nd Cllr E MacPherson) All in favour.

Cllr D Jackson leaves the meeting 7.10pm

- 125.3 To approve salaries to be paid on 21st December 2023.

Resolved: That the salaries and HMRC for December be approved (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 6 in favour, 1 abstention.

- 125.4 To note the budget report as at 29th November 2023.

Noted

- 125.5 To note the bank reconciliation as at 29th November 2023.

Noted

- 125.6 Eltisley Parish Council

- (i) To consider request for continuation of shared office facilities, Eltisley Parish Council. Cllr S Mortlock asked that if the Clerk to Eltisley Parish Council does not work on Friday that Eltisley Parish Council are advised of this.

Resolved: That the request for continuation of shared office facilities from Eltisley Parish Council be approved. (Prop Cllr M Williamson, 2nd Cllr T Head) 6 in favour, 1 abstention.

- (iii) To approve appointment of assistant to the Clerk as Clerk to Eltisley Parish Council.

Resolved: That the appointment of assistant to the Clerk to Eltisley Parish Council be approved. (Prop Cllr M Williamson, 2nd Cllr S Mortlock) All in favour.

- (iii) To review the rental charges for use of office Eltisley Parish Council for financial year 2024/25

Resolved: That the rental charges for use of Office for Eltisley Parish Council for financial year 2024/25 be set at £905.60. (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) 5 in favour, 1 against, 1 abstention.

Cllr D Jackson returns 7.18pm

- 125.7 To approve renewal of Clerks SLCC membership for 2024.

Resolved: That the renewal of Clerks SLCC membership at a cost of £343.00 for 2024 be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

Cllr S Mortlock leaves the meeting 7.19pm

- 125.8 To consider quotes for repairs to overflow car park gates.

Resolved: That the quote from Mortlock Construction Ltd for £870 + VAT be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) 6 in favour, 1 abstention.

Cllr S Mortlock returns 7.24pm

Cllr R Fountain was challenged regarding declaring an interest in the next item as he is a member of the VHT, he refused to declare an interest.

- 125.9 To consider solicitors advice re Parish office licence and agree next actions.

Members reviewed clause 4, 6 & 8 with regard to advice received from the solicitor and requested the Clerk to seek clarification on amendments to clause 6 & 8.

126. Planning.

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

- (i) Application ref: 23/01738/HHFUL Demolition of existing side 'lean to' extension and erection of new side and rear extension 15 Russett Avenue Needingworth St Ives PE27 4UE.

Noted

- (ii) Application ref: 23/01219/HHFUL Erection of a wooden garden shed. | 62 High Street Needingworth St Ives PE27 4SB.

Noted

- (iii) Application ref: 23/01512/LBC The construction of a conservatory area with timber framed glazing over a dwarf wall. Forge Cottage 53A High Street Needingworth St Ives PE27 4SB

Noted

127. Community engagement.

- (i) To note the comments from Parish Council surgery 9th November 2023.

The trees by the Ferry Boat have been discussed by the Environment Committee.

Signage for the old tennis court car park will be addressed within the proposals for improvement to the Village Hall car park.

Noted

- (ii) To receive notes from D-Day 80 working party held on 20th November 2023.

Cllr S Mortlock confirmed that Pimp my Fish have made contact and should be available for the 6th June 2024 and further commented that there had been a lot of interest in the event at the Christmas bazaar.

Cllr E MacPherson advised that she is awaiting confirmation from the Military Wives choir.

The Clerk confirmed that the Village Hall and the bins have been booked and the Village Hall will be running a bar at the event.

- (iv) To receive a verbal report on Parish Council stall: Christmas bazaar 2nd December 2023.

The Clerk thanked the Councillors who attended and manned the stall.

The event was well attended and lots of people stopped to make comments which were all very positive regarding the proposed Local Highway Bid and the D Day event.

The Chairman thanked the Clerk and the Assistant to the Clerk for attending.

128. Consultation

128.1 To consider PR0993 Proposed 30mph Speed Limit Extension - Bluntisham Road, Needingworth
Members fully support the proposal.

129. Correspondence

To receive correspondence and **agree any actions**: -

- (i) To approve the Sustainability of Settlements return to HDC

Resolved: That the Sustainability of Settlements return to HDC be approved as received. (Prop Cllr S Mortlock, Cllr M Williamson) All in favour.

- (ii) To note invitation to Living Landscape Workshop and agree attendance/representative.

Cllr T Head can not attend due to the timing and being unable to take time off work.

The Clerk was asked to write regarding the timing of the event – Tuesday 9.30am - 4pm.

Noted

- (iii) To note letter of thanks Installation of defibrillator in Holywell.

Noted

- (iv) To note invitation to Walking, cycling information session from combined authority.

Noted

- (v) To consider request from needingworth Colts to play a match at Millfield's on Sunday 17th December 2023.

Resolved: That the request from Needingworth Colts to play a match at Millfields on Sunday 17th December 2023 subject to a charge of £15.74 be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

- (vi) To note CCC Highway correspondence on streetlight upgrade to LED lamps.
Noted
- (vii) To note the CAPALC AGM on 14th December 2023 and agree representation.
No attendees.
Noted

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

- Cllr S Mortlock informed members that the defibrillator should be installed at the One Stop shop by Friday.
- Cllr M Williamson advised that he has stood down from the PCC and that he has now been appointed as the President for the local branch of the Royal British Legion.
- Cllr E MacPherson commented on the road markings on Overcote Lane near the War Memorial stating that there have been a lot of cars/vans driving on the wrong side of the road. The Clerk advised that this has been reported to her by a resident and has been logged with Highways.
- Cllr E MacPherson commented that when the defibrillator is installed at the shop a photo and article should be submitted to the Villager.
- Cllr D Jackson advised that the water leak on Overcote Lane appears to be leaking again. He further commented on the letter received from a resident regarding decorations on the Roll of Honour/ Lock Up and bus stop querying who is responsible should there be any injuries from the dangling items. Also, in his opinion the Roll of Honour should not be decorated. Members requested the Clerk to write to the yarn bombers.
- Cllr R Fountain stated that the VHT are still interested in an extension to the Village Hall however all of their resources are currently dealing with their immediate matters regarding the solar panels having now employed a consultation to help with the grant applications.
- The Clerk reported:
 - There is an in-person waste minimisation meeting on 6th December 2023, 5.30pm – 6.30pm.
 - Letter received from a resident regarding the yarn bombers and decorating the Roll of Honour.
 - Herald article regarding the Holy Well submitted by Michael Williamson – whilst this was a summary of what has been discussed, for the record the article did not go through the office and was not from the Parish Council.

There being no further business the meeting closed at 7.54pm.

Chairman

Date