

## HEYDON PARISH COUNCIL ANNUAL GENERAL MEETING

### **Minutes of the Parish Council Annual General Meeting held at The Mission Hut, 14 Chishill Road on Wednesday 22<sup>nd</sup> May 2019**

Present: Councillors Mrs D MacFadyen (DM)(Chairman), Mr P Smith (PS), Mr M Shaw (MS)  
District Cllr Roberts (DR)  
Mrs S Walmesley (Clerk) with no Members of the Public

#### **6.30pm PARISH COUNCIL ANNUAL GENERAL MEETING**

**1. ELECTION OF CHAIRMAN**

Cllr MacFadyen opened the meeting and asked for nominations for Chairman. Cllr Shaw proposed Cllr MacFadyen which was seconded by Cllr Smith. There were no other nominations. Cllr MacFadyen agreed to continue as Chairman.

**2. ELECTION OF VICE-CHAIRMAN**

Cllr MacFadyen proposed Cllr Smith which was seconded by Cllr Shaw. There were no other nominations. Cllr Smith accepted the position of Vice-Chairman.

**3. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT**

Apologies were received from Cllr Rowbotham and Cllr Fowler. There were no declarations made.

**4. PUBLIC QUESTIONS ON AGENDA ITEMS AND FOR DISCUSSION AT FUTURE MEETINGS**

There were no members of the public in attendance.

**5. TO APPROVE MINUTES OF**

5.1 The Parish Council Meeting held on 26<sup>h</sup> March 2019

The minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

5.2 The Parish Council Planning Meeting held on 1<sup>st</sup> May 2019

The minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

**6. MATTERS ARISING (which cannot wait until next Parish Council meeting)**

There were none raised.

**7. ELECTION OF COMMITTEES/WORKING GROUPS**

7.1 Planning

As discussed earlier in the year Cllr Smith would work with Cllr Fowler.

7.2 Footpaths

As Cllr Shaw was moving away from the village in the near future he would have to resign from the Parish Council. It was noted that another Councillor would need to take on the overseeing of the Footpaths.

The Chairman proposed that Items 7.2, 7.3, 7.4 and 7.5 be deferred to the next Parish Council meeting on the 30<sup>th</sup> July where there should be then be a full complement of Councillors.

7.3 Trees

Deferred to the Parish Council meeting 30<sup>th</sup> July 2019.

7.4 Chalk Pit

Deferred to the Parish Council meeting 30<sup>th</sup> July 2019.

7.5 Police Liaison

Deferred to the Parish Council meeting 30<sup>th</sup> July 2019.

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**8. FINANCES****8.1 To receive the financial statement and to approve the payment of bills**

The invoices were available for checking. The following payment was approved:

HALES PRINTERS	
Flyer for Annual Parish Meeting	£3.00
CAPALC	
Membership 2019/20	£156.36
GDPR Protection 2019/20	£ 25.00
CGM	
Chalk pit cutting (inc. £15.00VAT)	£ 90.00
CAMBRIDGESHIRE COUNTY COUNCIL	
Contribution towards LHI scheme 2016/17	£154.34
CAME & COMPANY	
Renewal of insurance premium 2019/20 (3 year agreement)	£720.83
TOTAL	£1149.53

**8.2 Annual Audit 2018/19**

The paperwork was currently with the Internal Auditor.

**8.2.1 Agreement of Governance Statement**

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes once the Internal Audit had been completed.

**8.2.2 Agreement of Accounting Statement**

The statement was agreed as correct and would be signed by the Chairman once the Annual Return was back from the Internal Audit.

**8.2.3 Completion of Certificate of Exemption**

The Certificate would be signed once the Annual Return was back from Internal Audit.

**9. HIGHWAY ISSUES****9.1 Traffic Speed Survey**

Following the last Parish Council meeting County Cllr Topping had contacted the Local Projects officer, Josh Rutherford, and asked the position of the speed survey equipment. Mr Rutherford had advised that the survey in Heydon would be carried out during the next couple of months ahead of the next LHI application invitations. The Clerk would urge the position with Mr Rutherford.

-Clerk

**10. FOOTPATHS****10.1 Update on Bran Ditch**

Cllr Shaw reported that there was no further update. He had heard nothing further from David Kenny, Natural England, about an interpretation board. As Cllr Shaw would soon be moving away from the village, and therefore could no longer oversee any works to the Bran Ditch project, another interested Councillor would need to come forward. In the meantime the Clerk would write to Mr Kenny to find out the position regarding the board. Discussions would also need to start with the Farm Manager, and contractors, about ongoing maintenance and the next phase of clearance work to take place during the Autumn. Cllr Roberts advised that she had not been able to speak to the Conservation Officer about wording for an interpretation board, as volunteered at the last meeting, as she was off sick at the present time.

**10.2 General Update on Footpaths**

There had been a large amount of unpleasant waste dumped on Ickneild Way by the barns. This had been reported to South Cambridgeshire District Council and would be followed up by Cllr Roberts.

-DR

There had also been a complaint about some rubbish dumped on Footpath 3 with the suggestion that the Parish Council clear it up.

It was noted that the travellers had now left Ickneild Way and were in Royston car park. A huge pile of litter had been left behind which the landowner had arranged to clear.

**11. BUS SHELTER****11.1 Electrical Work and installation of defibrillator update**

The electrician had been advised that his quotation had been accepted. He had confirmed that there would be no additional charge for the installation of the defibrillator once received. At the same time the work was carried out the Clerk would need to arrange for the current electricity supplier to change the connection the meter.

**12. PLANNING**12.1 Planning Ref S/4329/18/OL (Amendment)

The Clerk advised that notification of an amendment for the planning application for the Wellcome Genome Campus, Hinxton, Saffron Walden had been received. No recommendation had been made on the original application but a note had been added to state that any development would have an impact on the already busy A505.

-Clerk

This would be reiterated.

12.2 Land in Heydon

Cllr Roberts advised that the District Council Planning Officer, Julie Ayer, were going to meet with a local landowner. She had agreed to update Cllr Roberts once that meeting had taken place. Cllr Roberts was aware that the land in Heydon had been put forward in the South Cambridgeshire District Council call for sites.

12.3 Planting Planning Conditions

Cllr Roberts confirmed that if a hedge or tree required to be planted as part of a planning consent died within five years then there was a requirement for the owner to reinstate.

**13. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;**13.1 Church Donation

A letter of thanks had been received for the £160 donation towards the maintenance of the burial ground.

13.2 Great Chishill Windmill

The Parish Council had received a communication for the Trustees of the Gt. Chishill Windmill Trust asking Councillors if they would consider a small grant towards a maintenance fund. This would be an agenda item for discussion at the next meeting.

An invitation to the Grand Reopening of the Windmill on the 8<sup>th</sup> June 2019 had been circulated to Councillors.

**14. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**14.1 Dr Youngs Charity Trustee Appointment

Mrs Barbara Shaw had tendered her resignation as Trustee of the charity as she was moving away from the village in the near future. The appointment of a replacement Trustee would be agreed at the next Parish Council meeting on the 30<sup>th</sup> July 2019.

Mr & Mrs Barnes were thanked for their hospitality.

**15. DATE OF NEXT MEETING –Tuesday 30<sup>th</sup> July 2019**

There was no further business and the Chairman declared the meeting closed at 7.40 pm

Signed..... (Chairman)

on.....(Date)