

HEYDON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Holy Trinity Church on Wednesday 4th December 2019

Present: Councillors Mrs D MacFadyen (DM)(Chairman), Mr A Fowler (AF), Mrs S Oliver (SO), Mr H Arthur (JH)
District Cllr Roberts (DR)
Mrs S Walmesley (Clerk) with one Member of the Public

6.30pm PARISH COUNCIL MEETING

1. CO-OPTION OF PARISH COUNCILLOR

There had been one application for co-option details of which had been circulated to Councillors. On a proposal by Cllr Fowler, seconded by Cllr Oliver, Mr John Arthur was co-opted onto Heydon Parish Council. He signed the Declaration of Acceptance of Office and joined the meeting.

2. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT

Cllr Oliver declared a non-pecuniary interest under Item 12.1.2 as a neighbour.

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

3.1 Meeting Venue

Councillors were asked for an update on the use of private houses as a meeting place which the Chairman and Cllr Roberts had agreed to investigate following the request made at the September Parish Council meeting. They, and the Clerk, had spoken with the Monitoring Officer and CAPALC who confirmed that at the present time private dwellings should not be used. Cllr Roberts stated that in the past a dispensation from the Monitoring Officer, could have been made to allow the use as there was no public halls.

As a result of the advice Councillors had met in the Church for a planning meeting and all agreed that the facilities provided were suitable for meetings. The Chairman advised that the agenda item 13 was to confirm that all future meetings would be held in the Church.

4. TO APPROVE MINUTES OF

4.1 The Parish Council Meeting held 24th September 2019

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

3.2 The Parish Council Planning Meeting held 4th November 2019

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

5. MATTERS ARISING

5.1 GDPR –Councillor e-mail addresses

Councillors had been given instructions on setting up their Councillor e-mail addresses. Once the Clerk had confirmation that these were working they would be used for all Parish Council correspondence.

5.2 Neighbourhood Watch update on village co-ordinator

An appeal had been made but there had been no volunteers. Cllr Roberts stated that it was important that the scheme continued to run in the village as there had been a number of burglaries recently. The Chairman advised that she regularly circulated e-cops bulletins. A discussion took place on how the appeal for a co-ordinator could be widened. Cllr Arthur offered to take on the role if nobody else came forward. He suggested a leaflet or item in the Church magazine which went to every property in the village. The Clerk to investigate if this was possible and find out when the next edition of the magazine was to be published. The appeal would also be made on the village Facebook page.

-Clerk

6. COUNTY AND DISTRICT COUNCILLOR REPORTS

6.1 District Council

Cllr Roberts reported that she was concerned over the planning department where officers were still being lost even to other local authorities. Cllr Roberts had met with the new Chief Executive, Liz Watts, of South Cambridgeshire District Council and expressed her concerns especially over enforcement. She was told that the planning department was not included in the ongoing reorganisation but Ms Watts agreed to visit the wards with Cllr Roberts. She wanted Councillors interested in taking her around Heydon to point out problems. Cllr Roberts would liaise with the Chairman.

-DR &DM

Cllr Roberts stated that she was also worried over how much South Cambridgeshire District Council intended to spend over the next few years where a lot of the money would need to be borrowed. The Council intention was to start buying commercial properties but would have to rely on independent advice due to lack of experience. The Chairman thanked Cllr Roberts for her report.

6.2 County Council

Cllr Topping was not in attendance but had submitted a report which was circulated.

7. FINANCES

7.1 To receive the financial statement and to approve the payment of bills

MRS S WALMESLEY

Reimburse for website e-mail for Councillors (inc £3.20VAT)	£19.19	
Poppy Appeal 2019	£20.00	£39.19
BARKER ELECTRICAL SERVICES		
Bus shelter electricity work		£470.00
LITLINGTON PARISH COUNCIL		
Contribution towards stationery		£ 11.50
TOTAL		£520.69

It was noted that the Church would be forwarding an invoice for the hire of the building and the heating costs which were being monitored.

7.2 Change of Bank Signatories

The Clerk reported that she taken her documents to Nat West bank to verify her identity. The bank staff had advised that the change to the mandate would take effect in a couple of days. The Clerk would then arrange to add the current Parish Councillors to the mandate.

7.3 Precept/Budget 2020/21

Information on income and expenditure to date, plus the expected position as at the end of the financial year, had been circulated to Councillors. A decision on the precept requirement was required by South Cambridgeshire District Council by the beginning of February 2020 so would be discussed thoroughly at the January Parish Council meeting.

Cllr Fowler advised that he had received a request for a further dog waste bin by footpath 5. The Clerk explained that South Cambridgeshire District Council now had to approve the installation of a bin. This would be an agenda item for the January Parish Council meeting.

8. HIGHWAY ISSUES

8.1 Update on Traffic concerns and road surfaces

In his report Cllr Topping had reported that the County Council had deployed their dragon patching pothole machine along Heydon Lane and Chishill Road. There was no information on the question regarding weight limits on the village roads.

-PT

Councillors expressed their concerns over some of the traffic speed signs which either required repair or cleaning. The Clerk suggested that the signs requiring repair be reported on the County Council website. Cleaning of the signs was very low priority and parishes were advised to arrange the cleaning themselves.

The Chairman reported that she had asked the tenant of the overgrown field hedge opposite the pub, on Chishill Road, to cut the hedge back as it was obstructing the footpath. This would be monitored.

8.2 Traffic Speeds

8.2.1 CCC Further Speed Checks

The Clerk reported that another single speed survey, carried out by Cambridgeshire County Council Highways would cost £300.00 with two surveys costing £500.

8.2.2 Update on Community Speedwatch

Cllr Oliver reported that four speedwatch sessions had been carried out. The team tried to carry these out during busy periods. Nine volunteers had been trained and there were three more people interested so would be trained once the training sessions were carried out locally. In addition to the speedwatch checks the Traffic Police had also carried out sessions around the local villages although the statistics from these checks were not known. Cllr Oliver added that even though these were not in the public domain they would count as support in any traffic calming application.

A discussion took place on the checks and whether further County Council surveys should be carried out. It was agreed to delay a further County Council check as there was to be a police speed campaign in January 2020.

8.3 A505 Corridor Transport Study

Cllr Topping had reported that the research by the combined authority started in Autumn and would take around one year.

9. BUS SHELTER

9.1 Update on Defibrillator Installation

The electrical work was now complete and the defibrillator was in the process of being registered with the East of England Ambulance Service through Community Heartbeat. Councillors were reminded that there was a session of training included which the Clerk was asked to arrange in March 2020. She would contact Community Heartbeat and obtain some dates which would be circulated.

-Clerk

9.2 Update on Scottish Power Electricity Charge

Scottish Power had forwarded a cheque for £755.58 which had been banked. A further refund of EDF Energy for £823.55 was expected. The contract at £8.00 per month would now continue.

9.3 Bus Shelter Tiles

Cllr Fowler had offered to remove the moss from the tiles and was in the process of investigating the best way to do this.

-AF

10. FOOTPATHS

10.1 Update on Bran Ditch Interpretation Board

There was nothing to report. The Chairman had left messages but was aware that other historical ditches took priority.

10.1.1 Quotation for Clearance

The Chairman agreed to chase up the quotations.

-DM

10.2 General Update on Footpaths

It was noted that the footpath at the entrance to the village from Chishill Road had still not been reinstated. Cllr Arthur agreed to monitor and if needed report on the County Council website.

-JA

There had been an offer made in the latest SCDC Bulletin of three free trees which Councillors agreed they would like the Clerk to pursue. A discussion took place on the preferred species and where the trees could be planted. The chalk pit was suggested but it was felt that, as not many people visited the site, they would be better planted elsewhere. The District Council owned green in front of the houses on Fowlmere Road was suggested. It was agreed that this would be discussed further once the trees became available and the species of the trees were known.

11. RELOCATION OF MARSHALLS (To Duxford)

The Chairman and Cllr Roberts had attended a meeting arranged by Thriplow Parish Council, Following on from that meeting there had been a meeting with Marshalls and also the Director of the Imperial War Museum. It was noted that Duxford was the favoured location. If this went ahead there would be a lot of noise as transport planes would be serviced and tested on the site.

The next meeting was to be held on the 28th January 2020 which was the date of the scheduled Parish Council meeting. Councillors agreed to meet on the 21st January 2020 instead to allow the Chairman and Cllr Roberts to attend both.

12. PLANNING

12.1 To consider Planning Applications

12.1.1 Planning Ref S/3492/19/FL

Woodstock, Fowlmere Road –Demolition of roof and north west corner allowing for new first floor extension and pitched roof. New link between existing garage and dwelling and cladding. Enlargement of decking area
Further details had been received on the application which Councillors were happy with.

Recommendation -Support

12.1.2 Planning Ref S/4008/19/FL

84 Fowlmere Road –Rear extension, conservatory and roof alteration

Recommendation –Support

12.1.3 Planning Ref S/3987/19/DC (for information only)

Midsummer Cottage, 45 Chishill Road –Discharge of condition 3 (arbicultural method statement and tree protection strategy) and 13 (renewable energy statement) pursuant to planning permission S/0740/19/FL

12.2 Enforcement Request

The Chairman had received a reminder from a parishioner about the outstanding enforcement request for 69 Fowlmere Road. Cllr Roberts agreed to follow this up with the Enforcement Officer.

-DR

13. VENUE FOR FUTURE MEETINGS

As reported under Item 3 Councillors would in future meet in the Church as it was considered the most suitable public meeting place in the village.

14. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;

Correspondence received was discussed under agenda items.

15. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

15.1 Parish Council Activities

Cllr Arthur suggested that in addition to the website, where minutes of meetings were available, a regular update of Parish Council activities be made in the Church magazine. Councillors agreed that this would be a good idea. Cllr Arthur agreed to investigate with the Editor.

-JA

16. DATE OF NEXT MEETING –Tuesday 21st January 2019

There was no further business and the Chairman declared the meeting closed at 8.10 pm

Signed..... (Chairman) on(Date)