

HEYDON PARISH COUNCIL
Minutes of the Remote Parish Council Meeting held on
Tuesday 6:30pm 29th September 2020

Present:

Councillors Mrs D MacFadyen (DM)(Chairman) Mrs S Oliver (SO), Mr J Arthur (JA), Mr S Wright (SW)

District Cllr Roberts (DR)

Mrs S Walmsley (Clerk) with one Member of the Public

1 APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT

Apologies were received from Cllr Fowler. There were no interests declared.

2 PUBLIC QUESTIONS ON AGENDA ITEMS AND FOR DISCUSSION AT FUTURE MEETINGS

There were no issues raised.

3 TO APPROVE MINUTES OF

3.1 The Parish Council Meeting held 21st July 2020

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

3.2 The Parish Council Planning Meeting held 4th August 2020

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

4 MATTERS ARISING

4.1 Village Flyer (Bulletin) for updates

The Clerk had circulated an example of a flyer which Councillors agreed would be useful. It was suggested that the council could aim to get a copy out before Christmas with the Village Web. Clerk to arrange a draft. **ACTION - CLERK**

5 COUNTY AND DISTRICT COUNCILLOR REPORTS

5.1 5.1 District Council

Cllr Roberts referred to the recent publication by South Cambridgeshire District Council of the Call For Sites where a huge amount of land had been put forward for consideration. People were very concerned and there was no indication of when this would progress to the next stage. Residents intending to move properties had added concerns as they legally had to declare nearby land which had been put forward for development. Cllr Roberts added that she had received letters from residents but, as she was a member of the District Council Planning Committee, she was unable to protest at this stage as she would lose her right to any vote.

There would only be a very small percentage of sites selected for the next round of consultation.

Cllr Arthur referred to the comment relating to people wanting to sell their property and suggested that the Parish Council write to South Cambridgeshire District Council, via Cllr Roberts, expressing concern over the difficulty. Councillors agreed that the Clerk write as suggested.

Cllr Roberts then advised that the District Council offices had closed again because of the increase in Covid cases. She had found this more than difficult trying to contact officers. A reference was made to the query raised over a structure in a garden and whether this needed planning consent. Cllr Roberts confirmed that she had not received a response but would ask the Planning Officer again.

The Chairman thanked Cllr Roberts for her report.

5.2 5.2 County Council

Cllr McDonald had circulated a report.

ACTION - DR

6 FINANCES

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

MRS D MACFADYEN	Reimb for postage (return of paint)	£ 11.00
A DRURY	Paint for pond railings (inc £7.00VAT)	£ 42.00
MR A RADLEY	Payment for pond railings materials	£132.06
BARRY COOTES	Spray of weeds at Chalk pit	£ 30.00
THE CGM GROUP (EAST ANGLIA) LTD	Chalk pit cut July 2020 (inc £15.00 VAT)	£ 90.00
MRS S WALMESLEY	Clerks salary and expenses July -Sept 2020	£120.00
HMRC	PAYE July –September 2020	£589.69
TOTAL		£1014.75

The Clerk advised that the following payments had been made between meetings –

CAME & COMPANY	Renewal of insurance premium 2020/21	£747.66
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AGREED. Proposed Cllr Oliver, Seconded Cllr Arthur

6.2 Change of Bank Signatories

Cllr Oliver had tried to add herself to the bank mandate without success. It was not a straight forward procedure. The Clerk advised that she had recently set up an account with Unity Trust Bank, for another Parish Council, which was an easy process. She suggested that Councillors consider changing from Nat West. The only downside was that there was a £6 bank charge per month.

It was agreed that the Clerk would circulate a link to the Unity Trust Bank homepage to Councillors for them to see if the account would meet their needs. **ACTION - CLERK**

7.

7 HIGHWAY ISSUES

7.1 Update on traffic concerns and road surfaces

There had been no feedback from Cllr McDonald following the discussion at the last meeting.

7.2 Traffic Speeds

7.2.1 Update on Community Speedwatch

Cllr Oliver confirmed that the Community Speedwatch team had been given the go-ahead to recommence the checks. The first session was to be carried out the following day. Due to current restrictions smaller socially distanced groups would operate. Cllr Oliver explained that there were three teams in the village who could possibly carry out one session per month each. She added that even monitoring for half an hour would go towards the evidence needed for some form of traffic calming.

7.3 Heydon Lane Drainage

The Chairman reported that she had spoken with the County Enforcement Officer who confirmed that even though silted the drains were running clear. Cllr Arthur advised that he had seen a road sweeper in the village a few weeks previously. He queried why the roads were swept before the leaves started to fall. Cllr Roberts agreed to check the frequency of sweeping with South Cambridgeshire District Officers.

7.4 Fence by Spring Pond

The Chairman expressed her thanks to the two residents who had carried out the refurbishment work. The fence was now a nice feature.

A discussion took place on the ownership of the pond itself which the Chairman confirmed belonged to a private landowner. It was sold with land around 30 years ago.

ACTION – DR

8 **BUS SHELTER**

8.1 Defibrillator Training

As the Covid situation appeared to be deteriorating again, with a limit on gatherings, Community Heartbeat had not resumed their training sessions until it was considered safe to do so.

8.2 Painting of Bus Shelter Floor

The Chairman advised that the floor was to be painted during half term week. She had asked the window cleaner to clean the glass where it was noted one pane was cracked and would be repaired at some time. Cllr Arthur was asked to monitor the shelter roof which Cllr Fowler had cleared of moss.

8.3 Meter Reading

Cllr Wright had read the meter following a request from the energy supplier. The Clerk would forward the details to them.

ACTION – JA – CLERK

9 **FOOTPATHS**

9.1 Bran Ditch

There was nothing to report.

9.1.1 Update on Bran Ditch Interpretation Board

The Chairman reported that she had managed to speak with David Kenny, Historic England, who advised that he was overloaded with work but had not forgotten the interpretation board which he would arrange at some time. She had sent him an e-mail reminding him of this Parish Council meeting but had heard nothing further.

9.2 General Update on Footpaths

Cllr Arthur reported that the footpath at the Great Chishill end of the village, which went across to Broad Green, had not been reinstated after it had been ploughed. Walkers were now creating a path across the field. This had been reported on the County Council website but, as far as Councillors were aware, no action had been taken by the Rights OF Way Officer. The Chairman advised that the landowner had been contacted directly a few years ago and suggested that the Parish Council did the same now. The Clerk was asked to follow up.

9.3 Request for additional dog waste bin

The Clerk to follow up with the District Council officer. This had been urged following the last meeting with no response. **ACTION - CLERK**

9.4 Travellers

The Chairman reported that they had finally left Gravel Pit Plantation. The landowner had moved them onto Ickneild Way towards Royston and the County Council Enforcement Officer had moved them on from there. The travellers were now out of the parish at Chrishall Grange.

9.5 Dumping of Rubbish on private land

It was acknowledged that South Cambridgeshire District Council would pick up the rubbish left by the travellers. There had been other rubbish dumped which was on private land so the landowner had the responsibility to remove it. The Chairman had spoken to the landowner and sent him a photograph of the recent debris. Councillors agreed that the rubbish needed to be cleared as it would only encourage additional dumping.

ACTION - CLERK

10 **PLANNING**

10.1 To consider Planning Applications

There were no applications for consideration.

10.2 Approved Planning Consent for Planning Ref 20/02739/HFUL

69 Fowlmere Road -The Clerk apologised for a misunderstanding which she believed was the withdrawal of the planning application. It was in fact only the withdrawal of the Listed Building part of the application so the Parish Council did not make further representations about the application.

Cllr Roberts stated that she read the letter in the same way as the Clerk believing that this was a withdrawal of the application. A discussion took place on the structures within the curtilage of a listed building which the Chairman and Cllr Oliver believed should be treated as a Listed Building.

Cllr Roberts agreed to ask the Planning Officers for clarification. **ACTION - DR**

11 TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;

11.1 NALC/CAPALC New website Accessibility Regulations

The new regulations came into effect from the 23rd September 2020. Cllr Wright explained that the accessibility levels on the Parish Council website were not sufficient as people with disabilities needed to be able to access information. He was able to change a lot of information, which he had done, and contacted Weebly who should be providing tools to enable further changes.

Cllr Wright advised that an Accessibility Statement needed to be put on the website homepage and suggested a template to use based on the statement of another Council. The Clerk would adapt and circulate a draft before putting on the home page.

ACTION - CLERK

12 COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

12.1 Neighbourhood Watch

Cllr Oliver asked for an update on a new village co-ordinator. Cllr Arthur reminded Councillors that he would take on the position if nobody else came forward. To date there had been no offers. Cllr Oliver suggested that, as there were a lot of new people in the village, it would be a good idea to get them involved. She offered to send out e-mails if needed. The Chairman added that she held a list of the residents who were members of the village Neighbourhood Watch.

13 DATE OF NEXT MEETING –Tuesday 24th November 2020

14 Close of Meeting

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

Signed..... (Chairman) on

.....(Date)