

HEYDON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Ash Cottage, 27 Fowlmere Road on Tuesday 27th March 2018

Present: Councillors Mrs D MacFadyen (DM)(Chairman), Mr P Smith (PS), Mr M Shaw (MS), Dr M O'Carroll (MO), Dr E Rowbotham (ER)
District Cllr Barrett, District Cllr Hales
Mrs S Walmesley (Clerk) with two Members of the Public

6.30pm PARISH COUNCIL MEETING

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

Apologies were received from County Cllr Topping. There were no declarations made.

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

Members of the Public in attendance were candidates for the District Council elections to be held on the 3rd May.

3. TO APPROVE MINUTES OF

3.1 The Parish Council Meeting held on 30th January 2018

The minutes as circulated were taken as read and then approved as a true record and signed by the Chairman following amendment to Item 8.1 - Mr Kelly to read Mr Kenny.

4. MATTERS ARISING

4.1 Defibrillator –Follow up with East of England Ambulance Service

The Clerk reported that the East of England Ambulance Service Collaboration Manager, Andrew Barlow, was arranging to forward details of defibrillator packages purchased through the Ambulance service. Mr Barlow had advised that the cost would be around £2,000 and this was cost was discounted. The Clerk would also obtain a quote from Community Heartbeat so that the two could be compared.

-Clerk

4.2 Website Communication

Cllr Rowbotham reported that she had looked at the site and there was the option of a community tab. This could then have a drop down menu. She added that the website could be refreshed but the cheapest option was to get the existing site working satisfactorily.

4.2.1 Emergency Plan Volunteers

Once the website was set up with the community tab a request could go out to parishioners for volunteers.

4.2.2 Communication with Parishioners

The community tab would enhance the communication for parishioners and could be used for many purposes.

4.3 General Data Protection Regulations –Training Update

The Clerk had attended a CAPALC workshop to discuss the Regulations which came into force on the 25th May 2018. She would be working with neighbouring Clerks on the best way to ensure that the requirements are met. An update would be made at the next meeting.

5. COUNTY AND DISTRICT COUNCILLOR REPORTS

5.1 County Council

Cllr Barrett advised that Cllr Topping was going to forward a report to the Clerk for circulation.

5.2 District Council

Cllr Barrett advised that this meeting would be the last one attending as the local ward District Councillor. This also applied to Cllr Hales. There was to be a change to the District Council wards and therefore they would not be standing for election in Heydon. They thanked everyone for the hospitality and support over the years they had served the village. The meetings had been enjoyable.

The Chairman thanked them both for everything they had done to help.

6. FINANCES

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

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

DCC HEYDON	
Grant towards burial ground maintenance 2017/18	£160.00
MRS S WALMESLEY	
Clerks salary	£462.00
HMRC	
PAYE Jan –March 2018	£108.00
MRS D Mac FADYEN	
Reimburse for finger post cleaning	£ 10.00
TOTAL	£740.00

6.2 Section 106 Future Projects for Expenditure

It was noted at the January Parish Council meeting that projects were the refurbishment of the bus shelter roof and a replacement bench at the Chalk pit sometime in the future. It was agreed that this item would be removed from the agenda.

6.3 Finance and Governance Committee

The Clerk advised that at the AGM the new Council would be asked to review and adopt the various policies and regulations. Once adopted these would be recorded on the Parish Council website. A discussion took place on whether this Committee would be needed in future as the current Council had put a lot of work into the policies. Cllr Hales suggested that the committee could change its Terms of Reference to enable it to meet once during the year to review finances. The Clerk added that this could be in preparation for the Budget/Precept discussions at the end of year. This would be an agenda item for the Annual General Meeting.

Cllr Rowbotham advised that there had been no feedback, as far as she was aware, over the increased precept. The Chairman added that if there were any comments these would probably be made at the Annual Parish Meeting.

6.4 Appointment of Internal Auditor 2017/18

It was agreed that Mr Barnes be appointed as Internal Auditor as in previous years. The Clerk to arrange the audit with him following the conclusion of the financial year.

7. HIGHWAY ISSUES

7.1 Heydon Lane and Tree

The Chairman reiterated the issues in the Lane. The issue with the water continued with the road soaking wet. The Clerk had made some investigations within the County Council and been told that the Local Highway Officer, Peter Taylor, had moved on and there was currently a vacancy. His Manager Evan Laughlin was the best person to contact. The Chairman advised that she had met with Mr Laughlin at a site meeting before and had now asked him for an update. She was waiting to hear.

The Chairman then advised that, even though the road was gritted, County Highways left a couple of salt bags on the banks of the road. These were left but were now missing. The installation of a salt bin had been suggested and the Clerk had made enquiries with the County Highway officer as in the past the bins could be purchased through them. Details would be available for discussion at the Annual General Meeting. No further action had been taken regarding the removal of the tree on Heydon Lane. The landowner was aware and had been urged to deal with it as soon as possible.

7.2 Traffic Speed Control

7.2.1 LHI Application Result of Bid 2018/19

Details of the results had been circulated to Councillors. Heydon Parish Council had been unsuccessful on this occasion with their bid as they did not have enough points. A discussion took place on the Panel meeting which the Chairman and Cllr Shaw attended to support the application. They both acknowledged that there was not enough evidence of vehicles travelling at speed presented with the application.

7.2.2. Traffic Speed Survey

Cllr Smith reported that he had made enquiries with a private company, Road Data Services, who carried out speed surveys. The Clerk added that Cambridgeshire County Council would also carry out a survey if funded by the Parish Council. It was

acknowledged that if the results showed that there was a speeding issue through the village this would help as evidence in a future LHI application. The Clerk reminded Councillors that they had budgeted £500 towards a successful LHI bid for 2018/19 and as the bid was unsuccessful the funds were not allocated.

A discussion took place on locations that the speeds could be monitored. After further discussion it was agreed that the Clerk would collate information on the surveys from the County Council and Road Data Services, which would be circulated to Councillors ahead of the Annual General Meeting so that a decision could be made on how to progress. As vehicles' speeds were a concern for parishioners the decision on a survey could be relayed to them at the following Annual Parish Meeting.

7.2.3 Community Speedwatch

Details of the scheme had been circulated to Councillors. Cllr Shaw expressed concern over the way this worked as he had been speaking to a representative from another village who had been threatened whilst carrying out a check. It was stated that this scheme did help slow traffic down.

8. FOOTPATHS

8.1 Update on Bran Ditch CCC Funding and Proposed Works

Cllr Shaw reported that details about the information board were still awaited from Mr Kenny, Historic England, who had stated that the sign would be ready for the end of the financial year. Mr Kenny had also advised that the Parish Council could have some input. The Chairman reported that she had spoken to Mr Kenny about having some wording on the sign relating to dog control. He had given no detail of when the sign would be ready.

Some work on the Bran Ditch should have been carried out by contractors. The Clerk advised that Peter Gaskin, The County Rights Of Way officer, had advised that further ground works had now been postponed until the Autumn due to the start of the nesting season. She had confirmed the position with the contractor.

Cllr Shaw advised that Mr Gaskin was yet to come out and inspect what work had been carried out.

Cllr Rowbotham expressed her concern over the boggy surface of the path. Something needed to be put down as this was very slippery. It was recognised that any addition to the surface would need to be sympathetic. Chalk would be ideal but when wet that would also be treacherous. Advice was awaited from Mr Gaskin. It was advised that there were thought to be springs in the area. Tests had been carried out in the past to see if there were any amenities going through. It was noted that if there was an accident Cambridgeshire County Council would be liable as this was their land.

8.2 General Update on Footpaths

Cllr Shaw advised that there had been no other reports of issues. Some road planings had been placed on the footpath from Spring Pond and there was a direction sign post which needed to be reinstated. Cllr Shaw would advise Mr Gaskin.

-MS

9. BUS SHELTER

9.1 Extra Energy Account/Meter Reading –Update

Since the last meeting further investigations had taken place into the history of the meter. It appeared now that an accurate reading of the meter had not taken place for a long time. The final invoice from the previous supplier was also estimated. A report had been circulated to Councillors.

The current action being pursued was for a representative from Extra Energy to take a verified reading and check meter function and accuracy. In the meantime the supplier continued with the excessive Direct Debit.

9.2 Bus Shelter Floor

The Chairman advised that the contractor would charge £80 to paint the bus shelter floor as soon as the weather improved. The paint was starting to lift off. The contractor would also clean the moss on the tiles, which was very bad, paint the seat and clean the windows for an additional £60. The expenditure was agreed.

10. PLANNING

10.1 Planning Ref S/4196/17/FL

Heydon Grange Golf and Country Club –Proposed first floor annexes to existing residential garages

Permission Refused by South Cambridgeshire District Council.

Cllr Smith reminded the meeting that when the planning application was considered it had been discovered that the garages did not have planning consent. The Parish Council had queried this in their response to the consultation. Cllr Barrett agreed to follow up with South Cambridgeshire District Council to see what enforcement action they were taking.

-Cllr
Barrett

11. FUTURE MEEETING VENUE

Cllr Smith had made some further enquiries regarding the costs of using the Church as a meeting venue. A discussion took place on the heating requirements during the winter months. A discussion also took place on the District Council agreement that Heydon Parish Council could meet in their homes due to the lack of a community facility. Cllr Barrett reminded Councillors that SCDC Officer, Nick Wright, had attended a Parish Council meeting in 2008 and after investigation confirmed meeting this way was allowed.

The Clerk was asked to contact the DCC Secretary to ask for details on hire fees.

After meeting note –It was brought to the attention of Councillors, by a member of the public in attendance, that as the Church had no existing kitchen or toilet facilities the building could not be rented out to the public. The Clerk would obtain confirmation of this.

-Clerk

12. AGM/ANNUAL PARISH MEETING WEDNESDAY 9TH MAY 2018

It was agreed to follow the same format as in previous years. The Clerk would arrange to send out the invitations. Individual notifications of the date and venue had also been organised for delivery to residents.

-Clerk

13. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;

13.1 Cereals 2018 –Proposals for Exhibition 13th -14th June 2018

The Chairman reported that the route, as in previous years, would bypass Heydon.

A question was raised on the trench that had been dug around the edge of the field where the exhibition was to be held. The Chairman advised that this was in connection with a temporary bridge which would be erected. The trench would be filled in following the event.

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

There were no issues raised.

Cllr Smith was thanked for his hospitality.

15. DATE OF NEXT MEETING –Wednesday 9th May 2018 (AGM) The Mission Hut, 14 Chishill Road

There was no further business and the Chairman declared the meeting closed at 8.20 pm

Signed..... (Chairman)

on.....(Date)