

## MINUTES

### The Parish Council Meeting of Spaldwick was held on Thursday 15 March 2018 at 8.00pm in Spaldwick Primary School

Present S Fane de Salis (Chairman), J Pope and R Johnson.  
Ms R Mimiene, Clerk.  
CCC Cllr I Gardener  
No members of the public.

**03/343 To Receive Apologies and Reasons for Non Attendance**  
03/343.1 Cllrs M Robinson, G Smith, I Harriman and S Jackson-Rimmer sent apologies for absence.

**03/344 Declarations of Interests for Members (Disclosable Pecuniary Interests)**  
03/344.1 There were no declarations of interest.

**03/345 To Receive and Approve the Minutes of the Parish Council Meeting 15 February 2018**  
**Proposal:** Proposed by Councillor RJ seconded by Councillor SFdS, all in favour, and it was **RESOLVED** that the minutes of 15 February 2018 Parish Council Meeting be accepted and signed as a true record of the meeting. **Carried**  
*Chairman signed the Minutes.*

**03/346 Matters arising from those Minutes (not on the Agenda)**  
None.

*Meeting closed for the following item*

**03/347 Public Open Forum**  
*Each person wishing to address the council will be allowed to speak, it cannot be longer than 10 minutes per item.*

CCC Cllr IG reported that parking charge at Cambridge Park & Ride will be removed. Catering & Cleaning services run by CCC will cease at the end of this year. Email from Cambs constabulary – new website launched for reporting issues [www.cambs.police.uk/report](http://www.cambs.police.uk/report). Crime & Police commissioner is holding surgeries, the nearest to Spaldwick is at Police Headquarters in Huntingdon on 9 May 18, to book a place via: [cambs-pcc@cambs.pnn.police.uk](mailto:cambs-pcc@cambs.pnn.police.uk) 0300 3333456. Highways signage by the station in Spaldwick is going up at the end of Apr 18. The exact wording was not provided. A14: Cambridge to Brampton bridge now opened.  
CCC Cllr IG confirmed the ongoing discussion regarding the lease of the Community Room, it is yet to be ratified at the CCC committee meeting.

*Meeting re-opened  
CCC Cllr IG leaves the meeting.*

**03/348 Elections - The Public Notice of Election will be out 19 March 2018, individual nominations must be received by Huntingdonshire District Council by 4.00 pm Fri 6 April 2018**  
GS and IH are looking after PC Notice Boards, Clerk to forward the email to Cllr GS re: Elections Notice issued by HDC.

**03/349 Planning**  
03/349.1 To consider a new planning consultation  
03/349.2 Consultations – None received in this period  
03/349.3 Determined by planning authority  
17/02598/HHFUL: Land At 8 Thrapston Road Spaldwick, Construction of a three bay garage with solar panels and storage in eaves. Approved by HDC.

**03/350 Finance**  
03/350.1 To Note the updated Cashbook, Income and Expenditure against the Budget report to 28 Feb 18  
– noted.

03/350.2 HMRC: Paying your PAYE at the Post Office and internet banking  
With Cllr GS.

03/350.3 Expenditure for approval 15 Mar 18:  
Spaldwick Primary School sent an Invoice for Dec, Jan, Feb and Mar PC meetings for £50.00. PC agreed to pay tonight so that the Year End a/cs could be closed without outstanding payments.

GS

Date	Cheque No.	Payee and Description	Amount
15 Mar 18	751	R Mimiene, Clerk wages Mar 18	£181.12
15 Mar 18	-	HMRC: tax deductions from Clerk's Mar 18 wages £28.00 – no payment to be submitted HMRC in order to balance the overpayment -£40.32.	£0.00
15 Mar 18	752	R Mimiene, Expenses on running cost of PC Mar 18 (mileage)	£5.40
15 Mar 18	753	Reimburse Cllr I Harriman re: cutting new keys x 2	£10.00
15 Mar 18	754	Reimburse Cllr S Fane de Salis re: purchase of the sign for the Play Area	£7.74
15 Mar 18	755	Spaldwick Primary School – room rent for the meetings in Dec 17, Jan, Feb and Mar 18	£50.00
Total:			£254.26

**Proposal:** Proposed by Councillor JP, seconded by Councillor RJ, all in favour and it was **RESOLVED** Carried that the payments listed in 03/350.3 are to be paid with the above amendment.

03/350.4 Note since meeting: Due to the grass cutting Invoice received too late to be approved and paid at Mar PC meeting, it was agreed by PC by email to make this payment (this is budgeted for) so that the Year End closes without any outstanding payments for 2017/18.  
Please note that due to the wrong amount on the Invoice No 180/2017, the chq No 756 was cancelled.

Date	Cheque No.	Payee and Description	Amount
21 Mar 18	757	Fergusons, grass cutting in the parish Invoice No 180/2017	2,697.84
Total:			2,697.84

**Proposal:** Proposed by Councillor GS, seconded by Councillor SJR, all in favour and it was **RESOLVED** Carried that the payment listed in 03/350.4 is to be paid.

03/351 Update regarding signage on A14 for no HGV's at Spaldwick Service Area  
Update provided by CCC IG earlier tonight.

03/352 A new General Data Protection Regulation (GDPR) coming in force by 25 May 18  
Waiting for an update to be issued by CAPALC.  
Cllr email addresses: Clerk to seek advice, would gmail a/c created for PC purpose be sufficient enough or is there a requirement to have a gov.uk one.  
Note since meeting: Advice provided at the training, and the suggestion is to have gov.uk email address for PC Cllrs, GDPR Article 32.

03/353 Assets – Provision/Maintenance

03/353.1 Grass cutting season 2018  
Fergusons, current contractor, informed there is going to be 2.5% increase in prices.  
PC agreed to stay/remain with Fergusons at least for this year. Consider tendering process next year.

**Proposal:** Proposed by Councillor SFdS, seconded by Councillor JP, all in favour and it was **RESOLVED** Carried to stay with the current grass cutting contractor for one more year.

03/353.2 Play Area and Communal Field hedge cutting, future plan  
Hedge cutting – play area and open space – one cut a year.  
Quotes received.  
CGM Group quote was chosen:

- Open Space (Ferriman Road): To reduce the hedge to fence level at the rear of properties and dispose of all waste upon completion.  
£87.00 + VAT
- Adjacent to Play Area (Fuller Close): To reduce hedges and shrubs on the grassed area adjacent to the play area and to remove and dispose of all waste upon completion.  
£145.00 + VAT

**Proposal:** Proposed by Councillor RJ, seconded by Councillor JP, all in favour and it was **RESOLVED** Carried that the CGM quote is to be selected and approved for the hedges cutting in Play Area and Open space.

Note since meeting: Clerk confirmed to the CGM that their quote is selected by PC.

03/353.3 Monthly Ferriman Road Play Area's Inspection forms.  
Risk Assessment form for Mar 18 received.

03/353.4 War memorial, further update  
No update.

03/354 Highways, footpaths, byways, gritting bin, trees, etc

03/354.1 Damaged street furniture: Loose manhole cover which moves up and down with a clanking sound every time a car, bus or truck passes, location: Centre of carriageway opposite No 13 was reported by D Stowel after complaints from residents of Stow Road. Two other people subsequently reported the fault to CCC. It has now been repaired.

03/354.2 Off road motorbike.  
Clerk was notified that powered two wheel vehicles, off road motorcycles, are regularly using the byways, Ridgewalk between Beltons Hill and Leighton Bromswold, and Three Shires Way, between Spaldwick and Easton. The ground has become so churned up due to the manner of riding and the ground conditions that the byways are virtually unusable for foot traffic. There was a bylaw in place to prevent this use between October and March; but this was changed by CCC. Please draw attention to the impact this decision has had on other users.  
Clerk to notify CCC.

*Note since meeting: Clerk notified CCC on 19 Mar 18.*

**03/355 To discuss the state of Village Sign, update by Cllr RJ**

03/355.1 No update. Waiting for a better weather to carry out the requested works.

**03/356 To discuss the ownership of the Community Room and the running cost**

03/356.1 LEA will be able to fund external repairing costs and insurance.  
The school confirmed on 8 Mar 18 that the community room does not have a working fire alarm. PC emailed County Council which clarified, that they did not remove any form of fire detection from the room. County Council contractor wired in the new fire rated serving hatch to the existing fire alarm system, and at the point when the works were completed the fire alarm was left in a working condition.  
Clerk to approach the school seeking advice why the fire alarm is not working at the community room.  
PC lease is for 15 years and for the interior works only.  
It was reported that social group are happy to help.  
*Note since meeting: The school confirmed on Mon 20 Mar 18 that there was a misunderstanding and the Fire Alarm at the Community Room is working.*

**03/357 Community Highways Volunteering Scheme and Community Flood Group, update from Cllr Harriman**

03/357.1 It was agreed that Cllr IH will inspect the crash barrier – bridge over the brook. No update. IH

**03/358 Good Neighbours Scheme for Spaldwick, Cllr M Robinson**

03/358.1 No update.

**03/359 To further discuss the Defibrillator for Spaldwick**

03/359.1 Wait till we hear from the School Governors and CCC. Chairman chased the school, there is no problem with PC putting the defib outside the community room.

**03/360 Village Hall**

03/360.1 No update. Needs to be an AGM by the end of May.

**03/361 To consider linking PC website with Facebook page, Cllr S Jackson-Rimmer**

03/361.1 Wait till Cllr SJR present. Various options presented by Cllr JP, it could be adapted to the PC need.

**03/362 Correspondence, circulated by email prior to the meeting**

03/362.1 Noted.

**03/363 Councillors' questions**

03/363.1 None raised.

**03/364 Date of the next meeting: Thu 19 April 2018.**

Meeting finished at 9.13pm.

*These minutes are considered draft until ratified at the next Spaldwick Parish Council meeting*

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Date

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Chairman: Steve Fane de Salis