

## MINUTES

**Annual Meeting of Spaldwick Parish Council** held on **Thursday 16th May 2024 at 7pm** in Spaldwick Community Room, Spaldwick Primary School.

Present: Councillors S Jackson-Rimmer (SJR), S Parfrey (SP), J O'Dwyer (JO'D), Greg Rice (GR), W Burcham (WB), S Isaac (SI), S Cardwell (Clerk), and fourteen members of the public.

- 24/5/1 Election of Chair and signing of Chair's Declaration of Office- Cllr JO'D proposed Cllr SJR, seconded by Cllr GR and carried; the declaration of office was signed.
- 24/5/2 Election of Vice Chair and signing of Declaration of Office- Cllr SJR proposed Cllr WB, seconded by Cllr SP and carried; the declaration of office was signed.
- 24/5/3 To receive and consider any applications for co-option- no one put themselves forward.
- 24/5/4 To note: Any amendments to Members interest forms to be completed asap by Councillors and the Clerk advised- noted.
- 24/5/5 Chair's Opening Remarks- Cllr SJR welcomed everyone.
- 24/5/6 To Receive Apologies and Reasons for Non-Attendance- District and County Cllr I Gardener.
- 24/5/7 Declarations of Interests for Members (Disclosable Pecuniary Interests)- none.
- 24/5/8 To Receive and Approve the Minutes of the Parish Council meeting on 18<sup>th</sup> April 2024- Cllr WB proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr JO'D and carried unanimously.
- 24/5/9 Matters arising from those Minutes. To note: Grafton bill was overpaid by 0.60p (£19.77 rather than £19.17)- to be corrected on next invoice payment- noted.
- 24/5/10 Public Open Forum: Each person wishing to address the council will be allowed to speak for a maximum of 5 minutes subject to the Chair's discretion. This part cannot be longer than 10 minutes per item- A spokesperson for the Ivy Way residents present addressed the Council to confirm attendance at the DMC meeting detailed in item 24/5/11.4 and to raise their concerns that the Environment Agency had in fact provided a comment, recommending a sequential test and that the +1000 fluvial should be referenced, contrary to HDC comments made at the previous DMC meeting.

### 24/5/11 Planning

#### To consider new planning consultations

##### 24/5/11.1 TREE APPLICATION REF. 24/00708/TREE

Beech-Copper European (ID# 4) (Rear garden behind out house.)

Specifications: Remove diseased, damaged, dying and crossing branches as needed, 5-30 centimetre diameter cut(s), entire canopy

Church House 4 Pound Close Spaldwick Huntingdon PE28 0UH

- Extension for comments agreed by HDC until 17<sup>th</sup> May- Cllr SJR proposed the Council recommend approval, seconded by Cllr JO'D and carried unanimously.

##### 24/5/11.2 PARISH COUNCIL CONSULTATION – APPLICATION REF. 23/02424/FUL

Erection of Garage and realignment of new access and drive consented under application 21/00836/FUL

House On The Hill Stow Road Spaldwick Huntingdon PE28 0TE

(Amended Redline Plan (location Plan)). -Extension for comments requested but not yet confirmed- Cllr GR proposed the Council recommend approval, seconded by Cllr SI and carried unanimously.

#### Determined by planning authority:

24/5/11.3 The following Tree Applications were approved:- all noted.

- Ref. No: 24/00289/TRCA | Received: Wed 14 Feb 2024 | Validated: Tue 20 Feb 2024 | Status: Approved The Old Rectory Pound Close Spaldwick Huntingdon PE28 0UH
- Ref. No: 24/00288/TRCA | Received: Wed 14 Feb 2024 | Validated: Thu 29 Feb 2024 | Status: Approved Church House 4 Pound Close Spaldwick Huntingdon PE28 0UH
- Ref. No: 24/00377/TREE | Received: Thu 29 Feb 2024 | Validated: Fri 01 Mar 2024 | Status: Approved Church House 4 Pound Close Spaldwick Huntingdon PE28 0UH
- Ref. No: 24/00380/TREE | Received: Thu 29 Feb 2024 | Validated: Thu 29 Feb 2024 | Status:

Approved The Old Rectory Pound Close Spaldwick Huntingdon PE28 0UH

24/5/11.4 To note and discuss the planning application 23/01948/FUL (Land East Of Ivy Way Spaldwick, construction of 15 no. dwellings with associated access, car parking and landscaping (re-submission of 23/00649/FUL)) deferred previously, which is going back to HDC's Development Management Committee (DMC) on Monday 20th May, 7pm. Anyone wishing to represent their Ward/Parish and speak to the DMC about the item should give their name and email to Planning Admin (Development.ManagementAdmin@huntingdonshire.gov.uk); the list of speakers closes at 4.30 pm on the Friday before the day of the meeting- It was agreed that Cllr GR should address the DMC meeting on behalf of the Parish Council, with a pre-circulated speech citing concerns regarding flooding, Highway safety and being contrary to the Local Plan. Cllr SJR, Cllr SP and the Clerk also to attend.

**24/5/12 Finance**

24/5/12.1 To note: Account balance at 09.05.2024: £59,468.99- noted.

24/5/12.2 To note: VAT reclaim for 2023-Mar 2024 has been made (£1828.88)- The Clerk confirmed the money has been received.

24/5/12.3 To review and approve updated Fixed Asset register (updated March 2024)- Cllr SJR proposed approval, seconded by Cllr GR and carried unanimously. It was noted that a valuation for the Community Room windows needs to be obtained as the details of the lease state windows are not covered by the school- Cllr SJR to source a quote.

24/5/12.4 To discuss any Councillor training required- Clerk to source a list of dates for next meeting.

24/5/12.5 To agree division of Councillor responsibilities (document previously circulated)- Councillors all agreed to their specific responsibilities.

24/5/12.6 To note: the Internal audit has been delayed until 24<sup>th</sup> May so the AGAR forms will need to be signed at the June meeting- noted.

24/5/12.7 To further discuss ESPO contract for streetlighting (current contract expires 30<sup>th</sup> September)- deferred.

24/5/12.8 To review and approve Standing Orders- Cllr SJR proposed approved, seconded by Cllr GR and carried unanimously. It was noted that the General Power of Competence is still in place based on eligibility until the next election.

24/5/12.9 To review and approve Financial Regulations- Cllr WB proposed adoption of the updated 2024 NALC model Financial Regulations, seconded by Cllr JO'D and carried unanimously.

24/5/12.10 To review and approve the following policies and procedures: Health and Safety, Safeguarding, Equal Opportunities, Grievance, GDPR, Code of Conduct, Model Publication Scheme, Complaints Procedure and Accessibility Statement- Cllr SJR proposed approval, seconded by Cllr GR and carried unanimously.

24/5/12.11 To review and approve Council Risk Assessments (general, playpark, Community room)- Cllr SJR proposed the fire and legionella assessments be noted as carried out by the school and the bank in the risk management policy amended to show Unity Trust bank rather than Barclays and that approval should be made based on these amendments. This was seconded by Cllr GR and carried unanimously.

24/5/12.12 Review of subscriptions and providers (CAPALC, Cambs ACRE, SLCC, Parish Online, Scribe Accounts, DM Payroll services, Open Spaces Society)- Cllr SP proposed the Council continue with all current subscriptions; this was seconded by Cllr SI and carried unanimously.

24/5/12.13 To review Community Room hire charges for the coming year and cleaning requirements- Following discussions, Cllr SJR proposed the cleaning arrangements remain the same but hire charges are doubled as they have not been increased at all since the room has been managed by the Parish Council; seconded by Cllr SI and carried unanimously.

24/5/12.14 To agree online banking signatories going forward (currently all Councillors)- It was agreed to continue with all Councillors as signatories and all payments to be made by BACS.

24/5/12.15 To agree internal auditor for 2024/2025 (Currently CAPALC)- Cllr SJR proposed CAPALC continue as internal auditors, seconded by Cllr GR and carried unanimously.

24/5/12.16 To review insurance cover (BHIB 3-year cover agreed in September 2021)- Clerk to review and obtain quotes for consideration in advance of the renewal date.

- 24/5/12.17 To consider CIL spending- The file was circulated prior to the meeting, all funds received have been allocated to the 40mph buffer zones which are yet to be invoiced.
- 24/5/12.18 To agree schedule for the meetings for the coming year- currently 7pm on the 3<sup>rd</sup> Thursday of every month excluding August; December date subject to change- Cllr SJR proposed the current schedule continues, seconded by Cllr SP and carried unanimously.
- 24/5/12.19 To note precept remittance (£10,780)- noted.
- 24/5/12.20 To consider financial and otherwise support for an upcoming village social event- Following the presentation made by L. Player about the planned event for the end of June, Cllr SJR proposed a £1000 donation be made. This was seconded by Cllr GR and carried unanimously; payment to be set-up by the Clerk following receipt of bank details.
- 24/5/12.21 To note: CCC grasscutting contribution for 2024-25 has been confirmed as £498.13- noted.
- 24/5/12.22 To consider a funding request for a Grafham Water project to provide free outdoor learning experiences for disadvantaged young people- Cllr SJR proposed a £50 donation, seconded by Cllr WB and carried unanimously.

Expenditure for approval 16<sup>th</sup> May 2024:

- 24/5/12.24 Clerk's wages (Apr-May) (S.Cardwell: **£467.67**, HMRC: **£24.00**).
- 24/5/12.25 Total Energies invoices (Accounts 3006693866 & 3006693855) Apr-May- invoices to be received- The Clerk had received and circulated the invoices for **£24.80** and **£13.58**.
- 24/5/12.26 A.Murphy invoice for cleaning of the Community Room (Apr-May): **£44.00**.
- 24/5/12.27 Brookfield Contracting: Village grasscutting (March and April): **£528.00** (inc. VAT).
- 24/5/12.28 Cromwell Fire Ltd invoice for Community room service: **£100.55** (inc. VAT)- Cllr SJR proposed payment of all invoices listed above, seconded by Cllr WB and carried unanimously.

**24/5/13 Assets – Provision/Maintenance**

- 24/5/13.1 Weekly Ferriman Road Play Area's Inspection- Cllr JO'D confirmed all ok, gate to be monitored.
- 24/5/13.2 Update regarding the Community Room- Cllr SJR confirmed The King's portrait has been installed, the cupboard lock is to be cleaned and lubricated and a new light bulb installed. A current meter reading was also taken.
- 24/5/13.3 Update from Cllr GR regarding The War Memorials Trust- no update.
- 24/5/13.4 Update from Cllr GR regarding the MVAS units- the data download was circulated and demonstrates a positive effect on speeding in the village.
- 24/5/13.5 Further discussion of the missing plaque from the Belton's Hill bench- The Clerk was asked to obtain a quote for a replacement plastic plaque (dimensions to be confirmed), wording: In commemoration of Queen Elizabeth II's Diamond Jubilee, 6<sup>th</sup> February 2012. Presented by Spaldwick Parish Council.
- 24/5/13.6 Update regarding the remainder of the Town and Poors Charity field- Cllr WB updated the Council on her site visit with Brookfield and their quote of £120 to complete the initial cut and weed removal. Following discussions, Cllr WB proposed acceptance of the quote, seconded by Cllr SJR and carried unanimously. It was also noted that the grass verges work for the High St is imminent and Brookfield are aware it must be completed prior to the slurring at the start of July.
- 24/5/13.7 To discuss grass-cutting in the village- It was noted that there had been a query regarding grasscutting in the village but the grass is being cut on the same schedule as last year (3-4 weekly cuts) which allows growth from an environmental perspective. The Clerk had verified with the Council insurers that any residents cutting the grass 'off their own back' are not covered by Council insurance.
- 24/5/13.8 Further discussion of registration of the titles for the Village Greens in Spaldwick- no quote yet received from the solicitor.
- 24/5/13.9 Update from Cllr JO'D regarding equipment to be installed on the open space- a funding request is to be looked in to by Cllrs SJR, JO'D and SP based on the equipment previously agreed.
- 24/5/13.10 Update regarding the village noticeboards- no progress as yet.
- 24/5/13.11 Further discussion of details received from the District Council regarding Garden Waste Service Initiatives (10 green bins for the village)- deferred. The Clerk was asked to seek further clarification from HDC regarding - Is it appropriate to allocate 3 bins to one premises and can bins be added/removed subsequently, would collection be made directly from the site and do they need to be for open / communal use.

24/5/13.12 To review and approve the updated SCAA allotment regulations- Cllr WB proposed acceptance of the amended regulations, seconded by Cllr GR and carried unanimously. It was noted that a £30 internal transfer to the Town and Poors account has been set-up for an allotment rent payment made in error to the main account.

**24/5/14 Highways, footpaths, byways, gritting bin, trees, etc.**

24/5/14.1 To note: footway slurry sealing to be completed by CCC on 01.07.24- noted.

24/5/14.2 District and County Cllr I Gardener has arranged a meeting with the Local Highways Officer on 5<sup>th</sup> June in Spaldwick to discuss the issues (including Church Lane)- Cllr WB agreed to attend along with the Clerk.

24/5/14.3 To note the second round of applications are now open for legacy funding from the A428 Black Cat project (open for expressions of interest until Monday 15 July 2024) and to consider any potential applications- noted.

24/5/14.4 Updates regarding Church Lane and Long Lane- deferred pending Highways site visit.

24/5/15 Update from Cllr WB regarding the Wooley Hill Wind Farm- no update since last meeting attended.

24/5/16 To consider the Rural Services Network's invitation to join the Rural Village Services Group- it was agreed to decline the invitation.

24/5/17 HDC are holding a Huntingdonshire Futures 'Environmental Innovation launch event on 4th June 5-9pm at the Burgess Hall, St Ives. Any Councillors wishing to attend need to RSVP by 19<sup>th</sup> May- noted.

24/5/18 Any items for the next edition of Spaldwick News- date of the slurry sealing, revised community room hire costs and MVAS data update all to be included.

24/5/19 **Correspondence** (-previously circulated)- all noted.

24/5/20 Councillors' questions- An Internal Drainage Board maintenance notification has been received. Updates have also been requested from the HDC Footpaths Officer and from National Highways regarding the A14. Items for the next agenda: To agree a representative for the Remembrance Sunday service and to discuss the 'no entry' sign at the Green.

24/5/21 **Date of the next meeting:** Thursday 20<sup>th</sup> June.

The meeting closed at 8.34pm