

Hauxton Parish Council

Minutes of the meeting held on Wednesday 7 February 2018

Present: Jane Ward (JW) - Chair, Sue Cook (SC), Janet Lockwood (JL), Jill Down (JD), William Reverchon (WR), Oliver Leonard (OL), Hazel Hammond (HH) - RFO and John Hammond (JH) - Clerk

There was one member of the public and two Liberal Democrat District Councillor candidates - Mr Ian Sollom and Mr Phil Allen

<u>Item</u>	<u>Subject</u>	<u>Comments</u>	<u>Action</u>	<u>By</u>
1	Apologies:	Richard Geyman and Roger Hickford		
2	Declarations of interest:	JD reference item 5.6		
3	Public Forum	<p>A resident raised, once again following last month, the issue of the River Cam overflowing across private land into the Riddy. The Environment Agency engineer had told him it was the responsibility of SCDC planners to resolve. It was explained to him that this is an issue for him to resolve directly, but that the PC would do what it could to help.</p> <p>The resident also advised that the concrete bags for bank support by the A10 bridge over the Cam to prevent erosion were now in the water.</p> <p>The resident said that there had been an update to landowners with 'Awarded ditches'. The resident expressed concern over the lack of ditch maintenance on some parts of the ditch through Hauxton. He requested help to resolve this with Chris Balls the Drainage Officer at SCDC. Again the PC said they would try to help.</p>	Check and report	JL JH JL
4	Minutes of Parish Council meetings	<p>4.1 Minutes of meeting on 3 January 2018 were approved.</p> <p>4.2 Matters arising Item 8: JW reported that she was meeting the Chair of Harston PC soon to discuss Donkey Lane, and to try and resolve the location of the parish boundary along this track.</p> <p>4.3 Minutes of meeting on 17 January 2018 were approved.</p> <p>4.4 Matters arising - none</p>		
5	Finance	<p>Councillors received copies of the accounts and payments for approval before the meeting</p> <p>5.1 The accounts were approved</p> <p>5.2 The list of payments was approved. It was agreed that the RFO could pay invoices from Minuteman Press (usually for Village Newsletters) directly up to £150, without prior approval from councillors. They will be subsequently presented at the next PC meeting for signature. It was agreed to pay the Funding4Tennis commission invoice equally from S106 and general reserves.</p> <p>5.3 Play equipment funding: 5.3.1 It was agreed to use Desmond Close general village S106 ear-marked reserves to pay for the higher quality safety surfacing. 5.3.2 It was agreed to pay the VAT on the playground project from general reserves, then replace it when the VAT is reclaimed. Previous advice from SCDC Finance confirmed this was acceptable.</p>	RFO to action RFO to action RFO to transfer funds	HH HH HH

		5.4 Play equipment insurance: It was agreed to purchase interim additional insurance for the playground from the existing insurer, to cover the period until the annual renewal in May. At this time quotes will be sought from alternative insurers. The £214 cost of this interim payment was agreed.	RFO to pay when playground is handed over.	HH
		5.5 Sports Ground: The budget proposal for maintenance of the Sports Ground and the Recreation Ground had been circulated before the meeting. The budget was agreed.	Clerk to action work as necessary and submit invoices to PC in the usual way.	JH
		5.6 Luncheon Club S137 request: It was agreed to pay the £122.08 cost of the insurance for the Luncheon Club from S137 funds.	RFO to pay	HH
6	Planning	<p>Proposal: Residential development comprising five dwellings and associated garden land, road infrastructure, landscaping, and new access following demolition of existing agricultural buildings</p> <p>Application ref: S/0181/18/FL</p> <p>Location: Land between 1 Desmonds Close and 31 High Street, land west of Desmonds Close, Hauxton</p> <p>Applicant: C/O Agent, Shelford Properties</p> <p>PC response: No recommendation, but with the following comments: The PC was unhappy that in this new application houses 1 and 2 were no longer 'affordable homes'. However, it recognised that it could not ensure affordable homes are provided, under the changes in planning regulations. In the previous application S/3882/17/FL the PC commented that footpaths from plots 1 and 2 were shown exiting onto roadside pavement beside the High Street, which in reality does not exist. This latest application had not changed. The PC therefore asked the planners to encourage the developer to turn the houses on plots 1 and 2 through 180 degrees, thereby avoiding the front entrance exiting directly onto a road without pavement. The PC asked the planners to encourage the planting of the boundary with numbers 25 and 27, to ensure security of these properties. Access for contractors to maintain the ditch was now possible via UAF land following the construction of a new access gate.</p>		
7	Grass maintenance contract	Three tenders had been submitted for the 2018 contract, and a summary of these had been circulated to the councillors before the meeting. It was agreed to award the contract to A J King, for a one year term.	Clerk to advise all three parties	JH
8	Recreation Ground car park	It was agreed to close the car park to all vehicles on a short term basis, pending the recovery of the surface.	Clerk to post notice and post flyers on vehicles, then close access.	JH
9	Playground	<p>The recommendation of the working group regarding the playground location on the Recreation ground was agreed.</p> <p>It was also agreed to investigate the repair and relocation of the elephant "springie".</p> <p>It was agreed to try and sell the old play equipment.</p>	<p>Clerk and Chair to advise Kompan at subsequent meeting</p> <p>Costs to be prepared</p>	<p>JH/JW</p> <p>JH</p> <p>JH</p>
10	General Data Protection Regulations (GDPR)	Advice regarding the implications for parish councils is not yet clear. It was therefore agreed to monitor developments and revisit this at a subsequent meeting, before the deadline.	Clerk and RFO to monitor and advise PC	JH/HH
11	Annual Parish Assembly	It was resolved that this would take place on 25 April 2018. The Annual Meeting of the Parish Council will take place on 16 May 2018.	Clerk to advise residents nearer the time	JH

12	Reports from County and District Councillors	District: JL reported on the A10 cyclist meeting and showed the PC options for Greenways through Hauxton, stating that the options are now out for consultation This meeting had also asked for the A10 layby near junction 11 to be closed or restricted to cars, excluding HGVs which damage the area and obstruct the cycle path. The GCP Park & Ride public meeting will be 6-8pm on Tuesday 13 February, Harston Village Hall. JL reported that the S106 shuttle bus will initially be operated at peak times only, following responses to the SCDC contract tender process. An on-demand service may commence later in the year. No start date had yet been confirmed by SCDC.	Clerk to put link on web site and post plan on noticeboards Clerk or JL to contact Highways to check on progress of cycleway upgrade	JH JH/JL
13	Progress reports/feedback	13.1 Update on village hall progress: The draft detailed accommodation schedule had been updated and circulated to councillors for comment, before being incorporated into the tender documentation. This draft copy had also been provided to the architect in the interim. It was reported that the application to discharge the pre-development conditions was planned for submission imminently. 13.2 Feedback on the Park & Ride village consultation: The Chair reported that she had collated the responses of those residents attending the consultation on 17 January 2018. These would be used at the GCP Park & Ride public meeting as a basis for the Hauxton response.	Councillors to respond to the clerk Chair to attend GCP meeting	ALL JW
14	Correspondence	1 A resident had asked about the village hall planting scheme. 2 A resident had sent 3 emails stating what facilities he would like in the village hall and asking about information referred to in the SCDC planner's summary document. 3 A user of the village hall had expressed interest in making greater use of the new hall. It was agreed that it was too early to consider committing to individual users. 4 A resident had emailed thanking the PC for the Christmas Tree and Carols event.	Response agreed - Clerk to reply Response agreed - Clerk to reply Clerk to respond	JH JH JH
15	Matters for future consideration	Ideas for engagement with District Councillors post May elections (at SCDC request)	Clerk to put on agenda	JH

APPENDIX - Payment List

		£
Minuteman Press	January Newsletter	147.00
Cavaleri Partnership	Stage 2: Planning approval (VH)	7,866.00
Cavaleri Partnership	Stage 3: Monthly tender progress (VH)	12,000.00
Walton Loo Hire	Sports Ground February hire	105.60
SCDC	Payment for discharge of condition 7 pavilion	58.00
Clerk expenses	Stationery	5.98
Clerk expenses	Stationery	28.25
HMRC	January PAYE	248.00
Funding4Tennis	Commission re grant for Sports Ground	4,646.00