



Minutes of a Full Council Meeting of Gamlingay Parish Council held at the Kier Suite, Eco Hub, Stocks Lane, on Tuesday 14th June 2016 at 7.30pm.

Present: J McGeady, S Groom, R Spurling, J Wright, G Burne, T Gurney, D Finnigan, T Goss, C Sale, C Smith and Clerks K Rayner and L Bacon. Apologies from County and District Councillor S Kindersley, District Councillor B Smith . 7 members of the public were present.

23. To receive **apologies** for absence- S Hemmings, B Perry, G Brass-previous engagement.
24. To receive **declarations of interest** from councillors on items on the agenda:- None
- 24.1 To receive written requests for dispensations for disc losable pecuniary interests.
- 24.2 To grant any requests for dispensations as appropriate.
25. To receive any **representations from Members of the Public and Press** relating to items of business on this agenda during a ten minute Open Forum. Mrs Emma Mitchell as spokesperson from Everton Rd advised she was representing residents who want a footpath to link along northern side of Everton Rd to link to Bedfordshire footpath for children to get safely to school. She has a double buggy which is over 1m wide. Length of path requested is ½ mile (800m) to Iron Church crossroads. Need to cross at safe point- minimum length is 0.3miles (530m) to safe crossing point. Residents don't need a fully tarmacked path- just need a flat area which they can easily access which is level. Clerk advised length of path could cost c£60k. Councillors were supportive subject to funding. Clerks to request County cost up the scheme and consider funding options. S Walder representing Drove Rd Group supported D Crosby's work but the group strongly request 40mph rather than the proposed 50mph. The route is a Byway and vulnerable road users are encouraged to use this route (pedestrians, cyclists, runners, horse riders) . A near miss reported by resident pulling out of driveway this week. Group happy to conduct survey proposal to close the Drove Rd layby- advice needed on what is required and they will conduct this. Clerks are to set up a meeting with Sue Parsons (County) and SW to discuss proposals further. Tim Everitt (Special Policeman) has been doing some good work at the iron Church on speed control. Clerk to provide TE with EM contact details to assess traffic problems and speed at school times.
26. To **approve and sign as a correct record the meeting minutes** the Annual General meeting of 10th May 2016-**Agreed and signed**, and note draft minutes of F&GP 24th May for information-noted.
27. To consider Any **Matters Arising** from these minutes. i. To receive report on recent Highways Training course- good general information provided and consider renewal of membership of CAPALC-**Resolved to become members of LCPAS for 2016/17 as alternative to CAPALC**. ii. Boundary Commission – draft recommendations for future electoral arrangements for South Cambridgeshire- no submission required.
28. **Monthly round up from village groups-** i. Forward Gamlingay (BS) SG C Sale now attending –looking at options for some youth work. Careers carousel –businesses meet young people and do mock interviews, CV writing . Also holding 2 bike bank sessions to follow. ii. GEAG- Meeting tomorrow night on the Neighbourhood Plan- brainstorming. iii. Queen's 90th birthday event –report-JW advised very successful event- weather OK until last band- had to move inside, Kate and Fay were excellent. Clerks are to write letter of thanks to fay for all her organization. Very little litter left after event.
29. **District and County Councillors reports-** Cllr Smith, and Cllr Kindersley (District and County representative)- Written report circulated via email prior to meeting.

30. To receive reports from other initiatives involving the Parish:-
- 30.1 **Cinques Common-** i. Quotations for consideration. BSG quotation delayed- to F&GP for decision. One more quote to be obtained.
- 30.2 **Millbridge brook-** i. Tree replacements-beech to replace one Oak in October. ii. Request to plant shrubs on boundary-**Resolved to grant permission as long as they are maintained by the owner of property and kept to 1 m in height.**
- 30.3 **The Butts** – working party meeting date- clerk to set up a meeting. Bolt and link problems- contractor has visited and put right issues today. Boards on slope have been replaced.
- 30.4 **Hub phase 2** – i. GCC Ltd new managerial staff appointments were noted; arrangements for declarations of interest-SG congratulated on appointment- resignation from PCLC accepted., ii. PCLC – replacement councillor requirement- G Burne kindly offered to fill this vacancy. Office accommodation license expiry- item to go to F&GP. iii. Outdoor space improvements and latest on snagging completion- report to next meeting. iv. Concrete cubes public liability query - response from insurers- noted. Blocks have moved again- Clerk to investigate dowels for fixing cubes with architect/designer.
- 30.5 **Old Methodist Chapel/WI hall** –i. Roof issue – OMC. Damp problem needs professional investigation- Clerk to chase contractor for assessment. ii. iii. WI Hall- doors repair complete. Final works a little more than estimated- £309- approved.
- 30.6 **Church Street** – update following meeting with safety audit team (7th June).Meeting did iron out some problems. Further meeting to move project on needed-clerk is to arrange.
- 30.7 **Neighbourhood Plan** –i.Feedback from steering group meeting 8th June- Face to face 1 minute surveys at Village Show- further more detailed available on line. Brainstorm tomorrow night –GEAG meeting. Request for use of table at Village Show for fixed display- agreed options for housing display boards for general discussion to be displayed at PC table..
- 30.8 **Cemetery & Churchyards –i). St Mary’s Field cemetery-** i. quotes for concrete stretcher installation. Approved quotation from BSG-clerk to query need for 25% up front payment as we are a customer. ii. Stone memorial types and details-result of meeting with local stonemason.-Discussed size and shape of memorials and colour- further CWP meeting needed for final design issues. Black granite prohibited currently. Iii. Relocation of War Memorial – response from War Memorials Trust to a residents’ objection, and latest. **Resolved to move War Memorial to new location shortly-clerk to arrange.**
- 30.9 **Library** – latest visitor figures- noted
- 30.10 **Project Officer report-** (BS)Not present- report/presentation to next meeting.
31. **Information and communications** i. Response to “Alison’s Insight” article in June Gazette-noted. C Smith concerned about criticism of Parish Councillors being ‘unelected’. ii. New Website – progress- Clerk selected preferred provider and will chase response.
32. **Financial** i. To be approved- Cheques list BACS and Direct debits- list circulated by email-**resolved as approved** ii. To consider purchase of wheelie bin stickers- **Resolved to purchase 50 of 40mph, and 50 of 50mph.**(Cost £87)
iii. **2015-16 Accounts**
- **To receive the Internal Audit report-** Preliminary findings - email in pack, full report to follow for F&GP. Suggestions noted. RS asked about assets total change- LB explained previous year calculation error and advised detail is now correct.
 - **Review of system of internal control-** Resolved that Council is satisfied that current system is satisfactory – annual risk assessment review takes place in Jan, process covers financial detail.
 - **Approval of the Annual Governance Statement- Resolved to approve.**



- **Consider the Accounting Statements**-all considered, no concerns
 - **Approve the Accounting Statements**- All statements were read and approved, and signed by the Chair of Council.
33. **Recreation Spaces i) Bowls Club**- risk assessment. Council discussed risk assessment processes and hazards, reverse parking only, park on the left of Bowls Club. Most members now park in car park-3 or 4 cars go down there. **Resolved to accept the ROSPA recommendations –hazard lights and banksman, but does need monitoring.** Clerks are to request that SH to provide monitoring/spot check role. Bowls Club required to formally respond to the council accepting terms of the permission-**Agreed.** Matting purchase- on hold Bowls Club requesting alternative matting which has different requirements/usage. Clerks are to liaise (the order has been deferred). ii) Installation of water meter was noted. Clerks need instructions on how to read this. Netting- needs to be removed- LB to contact Mr Colebrook.
34. **South Cambridgeshire District Council**-i) Planning Policy monthly update-noted ii) Cabinet and Parish Council Liaison meeting 13th July-LB attending. iii) Latest e- bulletin-noted iv. Robinson Court – latest plans and timescales for implementation-noted iv) Reduction in frequency of mechanical road sweeping. T.Goss identified mechanized sweeping frequency has been reduced from once every two months to once every 3 months-has direct knock on effect on requirements for Stocks Lane/Church St in particular from leaf fall Charnocks Close trees. Need for management plan to be put in place-SCDC visits. **Resolved to write to Charnocks Residents Association with issue, low branches and also report to County- Fire station hedge and blocked drains.**
35. **Cambs County Council and Highways**
 i). **Drove Rd** - information about speed surveys and proposals for speed reduction. **Clerks are to set up a meeting with Sue Parsons (County) and SW to discuss proposals further**
 ii) **Highways verge cutting Grays Road and elsewhere.** Request sent for maps and contribution should parish be requested to take these on. Clerks advise PC needs formal notification of all new areas and confirmation of additional financial contribution to cover new areas in parish council contract. Clerks are to chase for this formal agreement detail.
 iii) **Footpath request Everton Road the Heath** – latest. Clerks to request County cost up the scheme and consider funding options
 iv) **HGV movements** – Green End. Query from resident and response for info. Issue should resolve itself.Problem with EuroService lorry size.
 v) **Request for re-instatement** of white lining on Everton Road the Heath-noted. Will ask this is costed up with the footpath proposal.
 vi) **Rights of Way Improvement Plan** –update on website-noted.
36. **Station Rd –Kier/Anglian Water agreement** –latest noted.
37. **Police** – latest on criminal damage outside Hub- noted. No further action.
38. **Staffing and Councillor matters** - i. LCAS training courses-noted ii. Annual leave request -**Resolved to approve.**
39. **General Correspondence** – Available in the office. Road closure notice – Gamlingay Road, Potton- noted.
40. **Items for the next agenda** –Drove Rd and Everton Rd footpath-Full Council, Church St, Cinques Common to F&GP. To Publications Committee- consideration of own publication for 2017 (AF)
41. **To note the dates of the next Parish Council and Committee meetings**



July 12th Full Council 2016 7.30pm
F&GP Tues 24th June 2016 at 7.30pm
Planning meetings 7pm prior to all meetings.

42. To formally record the **time of closure** of the Parish Council Meeting –**Closed at 9.30pm**

Signature.....Date.....