

GAMLINGAY PARISH COUNCIL



Minutes of the Annual General Meeting of Gamlingay Parish Council held at the Kier Suite, Eco Hub, Stocks Lane, on Tuesday 9th May 2017 at 7.30pm.

Present: Councillors J McGeady (Chair), S Groom (Vice Chair), J Wright, T Gurney, G Burne , A Goss, P Webb, C Smith, Mark Brown, D Finnigan, Apologies from District and County Councillors B Smith and S Kindersley. Clerks K Rayner and L Bacon – 2 members of the public.

1. **To appoint Chairman and vice Chair to the Council-** Nominations received for J McG for chair- no other nominations were received. Proposal seconded and **resolved to appoint.** Nominations made for SG to be Vice Chair- seconded and **resolved to appoint.**
2. **Receive apologies for absence** - C Sale (previous engagement), Receipt of resignation from G Brass-noted with regret, apologies from A Foster (previous engagement)
3. **To receive declarations of interest from councillors on items on the agenda:-**
 - 3.1 To receive written requests for dispensations for disc losable pecuniary interests- none received
 - 3.2 To grant any requests for dispensations as appropriate- SG-FG! and Hub car park-standing items.
4. To receive any representations from Members of the Public and Press relating to items of business on this agenda during a fifteen-minute Open Forum- No representations
5. To approve and sign as a correct record the Minutes of the Meeting of 11th April 2017. **Resolved to approve and sign.** Approve minutes of Annual Parish Meeting 25th April for publication purposes- latest version of chair speech needs to be added- referred to F&GP, note draft minutes of F&GP 28th March 2017-noted.
6. To consider Any Matters Arising from these minutes –MB advised Council of interest to restart Neighbourhood Watch-JW supplied previous information to MB. MB is looking to engage with The Gazette and Gamlingay Residents Association. MB is hoping to arrange a co-ordinator in every street. MB is to investigate signage for lampposts (Colin S) and in house windows. Thanks to MB for taking this on. ROSPA reports- clerks to forward to JW.
7. **Receive requests for co-option to Council (2 vacancies)-** Samantha Martin- summarized her experience, resident for 3 years, interested in the Neighbourhood Plan, and how parish councils run.SM works for the Arts Council (East region) and manages grant applications and performance measures on art programmes .Specializes in funding for young people , based in Cambridge and London. Keith Warburton has lived in the village 6 years, on Station Rd and is a retired Sales Director working with Trade Associations and developing business models in the ICT sector. Has experience of on line communication/video conferencing . Proposal was made to co-opt both applicants into current vacancies-**resolved to approve.** Clerks provided joining forms and instructions to both applicants.
8. **District and County Councillors reports-** Cllr Smith, and newly elected County Councillor – SK and BS apologies.
9. **Appoint members to serve on Committees and groups**
- 9.1 Planning Committee- as previous, Finance and General Purposes Committee-as previous, Publications sub- committee-Charlotte Sarah, Mark, and the Management Committees of the WI Hall-Tony, Adrian, the Methodist Chapel-Tony, Adrian, Sarah or Jackie, Staffing committee-Jackie, Gerry, Jayne.
- 9.2. Members interested in representing the Council on other groups- **Forward Gamlingay! GVC Leisure-** K Warburton nominated, **GCT, Neighbourhood Planning-**S Martin

GAMLINGAY PARISH COUNCIL



- nominated, **Gransden gliding club consultative committee**-G Burne, **GCC Ltd**-G Burne.
- 9.3 Approve Standing Orders and Financial Regulations – available at <http://www.gamlingay-pc.gov.uk/>- latest changes proposed- New Councillors to undertake general training within 6 months and specific training before joining Planning and/or Finance Committees- amendment to next Full Council. Financial Regulations amendments to F&GP meeting.
- 9.4 Adopt the Race Relations/Equal Opportunities Statement, the current General Code of Conduct-**resolved to agree**, Members interest Forms- changes to be notified to District Council Councillors to assess changes needed.
10. **To receive reports from other initiatives** involving the Parish:-
- 10.1 **Northfield Close**- replanting at Northfield Close was completed on 4th May. Handyman will attend to top up watering bags. Thanks to AG,PW and AF for planning out planting locations. Quote for stump grinding-**resolved to approve GTS quotation**.
- 10.2 **Eco Hub** – Request from trustees for spraying of car park gravel- quote. **Resolved to approve Buchans quote to spray weeds**.KR check that plantain spray has taken place on St Mary's Field (JW).
- 10.3 **The Butts/BMX track/Millbrook Meadows** – ROSPA report – actions required. Summary-main items to be aware of- skatepark- main ramp starting to sink- replacement refurbishment potential capital expenditure needs consideration (BS/FG!)The Butts- nettles and bramble control- being dealt with. MBM- finger entrapment and access under road bridge- items previously reported. JW 3 dead trees –will identify for removal. Potential for application to Wind Turbine for replacement trees-JW is to consider Rainbow replacement.
- 10.4 **The WI Hall**- Sunshine Preschool rent arrears-update and advice from SLCC-noted. Email stated payment will be made in two –first immediate £4000.20 not yet received. Grant funding to cover remainder. Concern expressed that grant funder gives permission for funds to be used to pay off debt. Colin S-Preschool is still not securing its premises by not paying arrears. Deadline is 17th May. Further meeting requested by Sunshine- **Council resolved to meet Sunshine after arrears has been paid in full. Meeting will be in relation to landlord role only-other parties attending is not relevant**.
- 10.5 **Old Methodist Chapel**- structural roof survey –**resolved to approve Templars quotation for roof survey (May half term)**. Window repairs- **quotation from Mr. B Perry was accepted (materials)**. Works to be planned for Summer holidays
- 10.6 **Church Street scheme**- update – core sampling has been carried out. Final quotation for the works is awaited from County. Car park resurfacing –Crossroads Residents Association correspondence- **agreed that 50% costs in quotation be apportioned to the scheme. Not to be included in Precept (one off funding request)**.
- 10.7 **Cemetery & Churchyards –i). St Mary's Field cemetery**- JW roses need tying to the arbour, clerks to request handyman to attend. Roses on hedgerow side need trimming back. Clerk to contact owner of the Manor about maintenance of hedgerow on the Green Lane side. **ii) Stocks Lane cemetery**-request for double heart design-width 28 inches wide (regulations 24 inches wide maximum)**resolved to approve**.
- 10.8 **Library** – latest visitor figures- noted drop in numbers across the county. Recent figures a bit more positive.LB to circulate new figures.
- 10.9 **Hatley Parish Council** – request for support for deer signage. **Resolved to fund £100 towards deer signage**-cheque to be sent to Hatley PC.
11. **Information and communications** i) Publications committee- no meeting- summary of APM has been sent to the Gazette. ii) New Data Protection General Regulation – webinar-**Agreed to fund £25 for session LB. KR to work on Tuesday (6th June)- agreed**.
12. **Financial**

GAMLINGAY PARISH COUNCIL



- i. **S.106 provisions- community transport funding report** Appeal decision for West Rd inspector has agreed cycleway project is a legitimate s.106 /CIL request for resources. **Resolved to approve all recommendations in the report.(S.106 allocations to fund footway and cycleway feasibility and improvements within ¾ mile of Station Rd development).** Clerk to write formally to SCDC on the matter.
- ii. To be approved- Cheques list BACS and Direct debits-**Resolved to approve-** additional payments-CPM, papers, All Growth, FG! Grant, GCC Ltd sinking fund (half payment), SLCC training and ROSPA inspection invoices included.
- iii. IT – costs of antivirus and cloud backup **-Resolved to approve new arrangements.**
13. **Recreation Spaces**
- i) **Bowls Club-** water pressure investigations report. Investigations have resulted in no increase in water pressure for Bowls Club. Current problems make it difficult to water with sprinklers- 2 bar pressure. Potential solution requires fitting an electric pump. No electricity source is available. Only solution is to fit a solar powered electric pump. Clerks to enquire whether there is any such product on the market which might increase water pressure to approx. 4 bar (what is required).
- ii) **Funfair visit-**report- Successful visit, good visitor numbers. Field was left in very good condition (no rain) and no rubbish. No complaints received. Funfair would like to return next year.
- iii) **Bookings for Plaza/outside space noted-**
- Family Fun day-**Sun 14th May- use of field 12-3pm (hirer of Eco Hub)
 - Play in the Park-** Saturday 17th June (Gamlingay Players)
 - Hog roast-** outside Space Sun 18th June (hirer of Eco Hub)
 - Junior Football day-** Saturday 1st July 2017 (Gamlingay Football Club)
 - Wedding Hog roast-**Sat 12th August (Hirer of Eco Hub)
 - Village Show Fun Run-**Sat 16th September-starting at the Recreation Field.
- Bootcamp- request for use of field during Summer. Agreed- may have to share with other users/groups. Suggestion of charity donation to FG! (Skatepark fund).
14. **South Cambridgeshire District Council-**
- i) Planning Policy monthly update-noted. ii) Report on complaint- appeal-West Rd- noted response from SCDC- disappointing response. iii) Hamlet separation, and open countryside developments-Mr Kelly promised some Planning Officer resource to survey hamlet character- KR to chase. iv) LDF- hearings- parish council representation- KR is to attend Settlement hierarchy review and rejected sites for Gamlingay session v) Play equipment suggestion Murfitt Way- suggestion not supported-prefer informal play/open space retention.
15. **Cambs County Council –**
- i). Highways- SK request- consideration Speed Limit Cinques Rd-KR to request more detail of the request for next meeting.
- ii) Grass cutting- Murfitt Way, Manor Rd and Grays Rd- County have cut this once and offered £85 to cover the cost for a years cutting. Price to cut from our contractor equates to an additional £500 per annum. **Resolved to request £585 from the County Council as a contribution and to take responsibility to cut these areas as part of the Parish Council contract.**
16. **Community groups reports i) Forward Gamlingay!, ii) Neighbourhood Plan-**public meeting 17th May 7.30pm in the Kier suite- all welcome to hear the result of the survey, steering group report-next meeting 20th June, meeting request Swavesey- to note.
17. **Staffing and Councillor matters- i) LCPAS-** update re police and fire service reforms-noted, **ii) Training courses-CAPALC** Councillors to express interest (further training sessions to be provided to new Councillors). **iii) SLCC/DCLG short secondment programme-** request for consideration- KR to ask for more information for 1 day/short secondment (if option is still open).
18. **General Correspondence –** Available in the office.

GAMLINGAY PARISH COUNCIL



19. **Items for the next agenda** –Cemetery shed roof-replacement (clerks to chase).
20. **To note the dates of the next Parish Council and Committee meetings**
Next Full Council meeting Tues 13th June at 7.30pm at Eco Hub (Kier Suite)
F&GP Tues 23rd May 2017 at 7.30pm
Planning meetings 7pm prior to all meetings.
21. **To resolve closure of Meeting.** In accordance with section 1(2) of the Public bodies (admission to meetings) Act 1960 in view of the confidential nature of the business to be transacted at item 16. it is advisable in the public interest that the public and press are temporarily excluded from the meeting and asked to withdraw.
 - i. Update on RDPE funding application (Business Hub). The matter was agreed and signed a full report is to go to 13th June Full Council meeting.
22. To formally record the **time of closure** of the Parish Council Meeting – **Closed 9.40pm**

Signed.....

Dated.....