



Minutes of a Meeting of Gamlingay Parish Council held at the Kier Suite, Eco Hub, Stocks Lane, on Tuesday 13th June 2017 at 7.30pm.

Present: J McGeady, S Groom, C Smith, D Finnigan, M Brown, J Wright, A Goss, P Webb, A Foster, S Martin, K Warburton. Clerks L Bacon and K Rayner. District Councillor B Smith and County and District Councillor S Kindersley (arrived late).

22. Resolved to accept apologies for absence from C Sale and to congratulate her on the arrival of her baby boy, G Burne and T Gurney. To consider any applications for co-option – none received.
23. **To receive declarations of interest from councillors on items on the agenda:- none**
 - 23.1 To receive written requests for dispensations for disc losable pecuniary interests.
 - 23.2 To grant any requests for dispensations as appropriate.
24. 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. None present.
25. Resolved to approve and sign as a correct record the Minutes of the Meeting of 9th May 2017 and to note draft minutes of F&GP 23rd May 2017.
26. To consider Any Matters Arising from these minutes.i. To consider nominee for shareholder on GVC leisure. Noted and agreed that District Councillor B Smith will report any relevant information. ii. **Resolved to approve and confirm amendments to Standing Order 7b. and Financial Regulations 3.2, 5.2, 6.4 and 6.9.**
27. **Correspondence from Local MP, District and County Councillors and Police reports-** i. Report from Cllr Smith – Passed on apologies for late arrival from Cllr Kindersley (District and County representative). BS outlined progress of Robinson Court redevelopment and consultation to date. Water leak due to copper theft has been dealt with. S106 signed – little or no parish allocation. 12-15 months to completion. Taylor French are contractors. Considerable interest received for the new housing. Emergency remedial work is being done to pavements and roads in Manor Rd/Murfitt Way and Blythe Way. Complaint about caddy waste being dumped in bin lorry has been reported. Blythe Way and Avenells Way have received grant funding for projects. ii. Police – Panel meeting 15th June and Parish Council Conference 11th August. Noted – Councillors to let Clerks know if they wish to attend. Parking – online reporting tool noted- link to be reposted to Facebook. iii. Neighbourhood Watch Scheme update – M Brown. Scheme to be launched in July – Gazette article submitted. Ex co-ordinator has had meeting. Still some active NHW residents – hope to attract more to get one for each road in village. Parish Council has funding for crime prevention and could use this to purchase signs for lampposts. Permissions required from Balfour Beatty.
28. **To receive reports on other Parish Council responsibilities and projects:-**
- 28.1 **Community Buildings**
 - i. WI Hall – Sunshine Pre School rent arrears update- remaining rent has not been paid. Direct Debit has not been set up.2 months further arrears now due. EGM 3rd July has been arranged. **It was agreed that the Clerk is to write to formally request arrears payment or legal action may result-deadline for payment 26th June 2017.**
 - ii. Old Methodist Chapel –roof survey report- is awaited- to refer to F&GP.
 - iii. Eco Hub – query and response re maintenance- referred to GCC Ltd.
- 28.2 **Recreational Spaces**



- i. The Butts Playground and recreation field – quotation for maintenance works-report on works required and recommendations made. Kompan skate equipment-on hold-not popular equipment and may be removed. Bolts and caps replacement, finger entrapment and tile glueing required-**agreed to authorize works**. Skatepark- Potton park contractor do not maintain parks, only install concrete ramps. New park estimate circa. £110k. Clerks are to follow up with consultation with youth club/main users. Playdale equipment-protective sleeve for base plank is being investigated.
- ii. Northfield Close – new tree planting – two complaints received via telephone and email. Planting is 6m away from any boundary. Video by resident was noted. Original planting scheme trees were planted on all boundaries. Clerk to respond to email to explain why the trees are there. A dog fouling report has been received and referred to environmental health to follow up.
- iii. Millbridge Meadows Park – to receive a report on Friends of Millbridge Meadows- a further meeting to be set up-only minor issues from ROSPA report, most in hand. Moss on platforms, and tree trimming in September are main issues. Brambles/nettle control is to be monitored.
- iv. Cinques – request for strimmer purchase (groundsman). **Resolved to purchase a strimmer for light occasional work (to trim around bollards etc)**. Clerk raised issue of bollard protection for other open spaces-**resolved to consult Chapelfields residents about bollard protection of green spaces**. Clerk to investigate costs of provision and report to next meeting. Grass cutting- report of car damage occurring (volunteer).Clerk is to research liability, should this reoccur in future.
- 28.3 **Cemeteries and Churchyards**
- i. **St Mary's Field cemetery** – plantain spraying completion was noted. Signage update-signs to be fitted to gate posts on long signs to same dimensions as posts.
- ii. Stocks Lane Cemetery shed- completion of works-CS advised work had been completed satisfactorily. SK arrived at the meeting and item 27.1 was revisited. SK to enquire about s.106 contributions-unlikely to be any for parish. County Council Annual Meeting-SK stepped down as Chairman, now on Planning Committee, and rejoining the Fire Authority as a representative. Discussions occurring whether the police and crime commissioner should expand to include fire.SK view that Fire Authority is run very efficiently and existing arrangements are fine. Footpath 10 through Wale site at Green End is County Councils responsibility and is scheduled for works. Grass cutting complaint at the Cinques crossroads- complaint closed after 7 days with no action. A resident cut grass as visibility was severely limited and there was a high likelihood of a car accident.SK to investigate. SK raised issue of speeding in The Cinques- suggestion of additional speed limits. Alternative solutions are possible -i.e. engineering/material changes. Residents to be advised to form a group similar to Drove Rd action group and form a consensus view to improve matters.SK to report back to resident. KW mentioned that white lines around the corner needed repainting. SK advised that Central Beds new Local Plan will be out for consultation shortly- plan for 3,500 homes with new railway station at the bottom of Tempsford Hill/Everton. Clerk is to review documentation and report to Council. SK left the meeting.
- 28.4 **Library** – new Service Level Agreement- 1 year agreement proposed. **Resolved to request a futher 3 year service level agreement to reduce administration required for 12 month arrangement. KL to respond to County Council.**



29. **Information and communications** i) Press releases - Greensand Country Gateway feature- feedback given on preferred option (BS). Business Hub –decision still under Purda. NHW scheme- to be launched 1st July- article going in next Gazette.
30. **Community news**
i. **Forward Gamlingay!** – monthly report- meeting Form the Future for feedback on the Careers day held at local schools. Art Group is going strong-8 or 9 taking part-creating a clay model of Church Street, to be displayed at the Eco Hub. Possible future Arts Council funding application to be made to cover costs of a further course.
ii. **Neighbourhood Plan** –Councillors Guide – circulated. Steering Group meeting is on 20th June-main purpose to discuss Housing Needs survey, and the way forward.
iii. **Application for tables at Village Show**- agreed to purchase a table. Councillors need to volunteer to sit on table. Suggestions for display –Speedwatch equipment and display . Clerks to contact co-ordinator regarding availability. Also could lead on Neighbourhood Watch- volunteer for every street. The date is Saturday 16th Sept at the First School.
31. **Financial**
i. To be approved- Cheques list BACS and Direct debit- **Agreed, checked and signed**
ii. a.To approve the Annual Governance Statements- agreed to give positive response to 9 statements-**Resolved to approve** and b. Annual Return-reviewed internal auditors report and discussed at last F&GP. **Resolved to approve. Chair signed the Annual Return.**
32. **South Cambridgeshire District Council**
32.1 **Planning Policy Monthly update**- noted.
32.2 **Community Transport Allocation** – response from S106 officer- noted.
32.3 Local Green Space policy-wrongly referenced-**Local Plan Settlement hierarchy and Omission sites session** - feedback from meeting attended 7.6.17.Update provided on main matters raised by Inspector and two land agents representing landowners in Gamlingay. Report circulated for information. Clerk to follow up on some issues. A further modifications consultation will be undertaken with regard to housing policy, settlement hierarchy and housing sites amendments.
32.4 **Wildflower enhancement scheme** withdrawal notification-noted.
32.5 **Robinson Court** – FAQ's and parking scheme- noted.
32.6 **Cabinet and Parish Council Liasion meeting 27th June**- clash with Planning F&GP meeting- any councilors not on those committees wanting to attend please contact the clerks.
33. **Cambridgeshire County Council**
33.1 **Highways**
i. Scheme drawings Drove Road footpath-**correction-Everton Rd, The Heath**- Drawings and email correspondence was noted. First section of path from county boundary is to be tendered only. Cost information is not yet available. Item is to be referred to Full Council 11th July. No feedback received to date from residents.
ii **Church St parking improvements**. Update- No update-The County Officer responsible has changed again.
iii.**New permissive path to the woods** – progress update-no culvert yet, replacement sign has been erected from Long Lane to woods-junction.
iv. **Proposal from Gamlingay Gardening Club** for planters at village entrances. Councillors are very supportive of the proposal. **Resolved to grant £100 for bulbs/planting from existing budget.**



34. **Staffing and Councillor matters –i)** LCPAS training – Data protection and understanding planning- noted .ii) Suggestion for Councillor surgeries- J McG raised the issue of a trial residents surgery before every Council meeting. Suggestion this should be 6.30-7pm on Council meeting nights in reception of Eco hub. **Resolved to agree 3 month trial starting in September-** clerk to prepare draft rota and advertise it. iii. To review risk assessment areas and appoint additional councillor volunteers – full report to July meeting- call for sites to be assessed and issues to be reported at next meeting.
35. **General Correspondence –i..** Seafarers UK – Merchant Navy Day –noted.
36. **Items for the next agenda –**
37. **To note the dates of the next Parish Council and Committee meetings**
Full Council July 11th at 7.30pm in the Kier suite, F and GP 27th June
Planning meetings 7pm prior to all meetings.
38. **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. Project Officer reported on main activities in relation to the WI Hall. **Resolved actions for the Project Officer were made. It was resolved that the Project Officer to request Barfords to develop a fee proposal to include obtaining outline planning permission for residential use (maximize value of the site-best consideration) and for marketing and disposal of the uncleared site.** Noted the discussions with main user are progressing. To date the discussions have been encouraging but are complicated. Other stakeholders are now engaged in discussions. Further interim report September/October is to be made.
39. To formally record the **time of closure** of the Parish Council Meeting :10pm.

Signed.....Dated.....