



**Minutes of a Full Council Meeting of Gamlingay Parish Council held at the Kier Suite, Eco Hub, Stocks Lane, on Tuesday 11<sup>th</sup> October 2016 at 7.30pm.**

Present: Councillors C Smith, J Wright, P Webb, A Foster, G Burne, G Brass, S Hemmings, T Goss, S Groom (Vice Chair) and R Spurling. District and County Councillors B Smith and S Kindersley. Clerk K Rayner and 2 members of the public

85. To receive **apologies** for absence – J Mc Geady (unwell), D Finnigan, C Sale, T Gurney (previous engagement)
86. To receive **declarations of interest** from councillors on items on the agenda:-SG (91-Forward Gamlingay!) and Jayne Wright /A Foster (Gamlingay Football Club (97(i)))Personal interest only
- 86.1 To receive written requests for dispensations for disc losable pecuniary interests-none
- 86.2 To grant any requests for dispensations as appropriate.
87. 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. Mr. Cliff Andrews (BRCC) addressed the meeting with proposals to improve the oxygenation of the brook to encourage fish breeding in partnership with the IDB. Scheme was presented which will require narrowing of stream flow into small channel with brush fixtures to sections of brook (at no cost to the Council). IDB have given their permission. Low level structures will not impact on capacity of stream during high flow levels. Brush bundles will help trap silt and keep gravel bed maintained. CA advised that this was to be the first such approach adopted by IDB ,which could be rolled out to other areas if successful. Plans of original scheme to be emailed to CA. Vehicle access will be required-small trailer/land rover-asked if local residents want to join in. Item 97 (i) brought forward for determination. Suggestion to involve school children from GVC to understand purpose, ensure measures are respected. **Resolved to approve the project.**
88. To **approve and sign as a correct record the meeting minutes** the Full Council meeting of 13<sup>th</sup> September 2016-**resolved**, and note draft minutes of F&GP 27<sup>th</sup> September for information-noted.
89. To consider Any **Matters Arising** from these minutes. i. Section 104 agreement with Kier for resolution. Letter received from Kier outlining that they will cover any costs associated with the pipework until all is adopted by Anglian Water. **Resolved to sign s.104 agreement in light of this agreement.** li. Agreement from Football Club to proposal regarding movable goal posts- **agreed and noted.** Item 65. Crossroad over capacity and risk to users during peak times has been monitored by PCSO over a period of two days. Bus movements deemed acceptable. Concern expressed by PCSO about over capacity at junction when new housing development is delivered at Green End (90 units). SK clarified no mitigation part of this permission –not as stated at Planning Committee 5<sup>th</sup> October by applicant. JW and AF have spoken with bread delivery van about parking and timing issues.
90. Receive a request for Co-Option to Council- Mr Mark Brown presented his request to be co-opted onto the Council, resided in the village since 2010. **Resolved to co-opt.** Clerk is to provide paperwork after the meeting (to be completed).
91. **Monthly round up from village groups-** i. Forward Gamlingay –BS advised Youth Café working well- doing craft activities- older group not well attended- having a rethink. Bike Bank next week for 12-16 year olds. Mentoring young people with apprenticeships and older persons community art project- contacts requested. ii.GEAG –next event 19<sup>th</sup> October-Save the Curlews, work report from Ms S Sanders.

92. **District and County Councillors reports-** Cllr Smith, and Cllr Kindersley (District and County representative)SK report to be circulated. Thanks to Environmental Health Officer who has worked tirelessly to resolve the chicken farm fly problem. Farm has employed a specialist to look at how to prevent the problem in future. Devon County Council- scheme piloted to Parishes to mend their own potholes- would Gamlingay Parish be interested? Issues, cost, would it be volunteers, and liability and insurance issues. Clerk advised there would need to be a Service Level Agreement in place and the appropriate funding transferred to cover the service, if Council wanted to consider the option. Need more information on any proposed scheme. New Special policeman- clerk to invite to next meeting. A14 compound at Buckden- work should be starting. SCDC Planning meeting- s.106 contribution to cover 13 child places (£240k) will be transferred to The Parish first. County require other contributions in order to deliver an appropriate scheme. GVC meeting was held last night-proposal that the First school changes to Primary and moves onto the GVC site, with GVC to close. First school site is likely to be disposed of. BS advised that the playing Field was originally purchased by the village as a village asset and was acquired by the County Council in living memory. West Rd- slightly amended plan- dissent from neighbours in the vicinity- action group has formed. BS advised Robinson Court redevelopment is out to tender. Planning Application is to be resolved in November. BS involved in delivering additional car parking for existing residents. Start likely to be Easter 2017. SCDC will be holding monthly meeting for residents during the construction period. WRAG group meeting 20 residents attended .Advised by officers that issues which were not brought up with the previous application can be raised this time. Previous application was unanimously rejected by the Planning Committee. City Deal-discussing the busway route from Caxton Gibbett to the town centre. Preference is for a route along A428. BS prefers separate cycleway going through individual villages. Few people work in main shopping area- need direct routes to science park and station rather to the centre itself. Transport Hubs at periphery are needed. Bus access from Gamlingay still an issue for the village. SK reminded Council of closure of Croydon Hill this Thursday and Friday. SK left the meeting.
93. **To receive reports from other initiatives** involving the Parish:-
- 93.1 **Cinques Common-** i. Works report-noted. li. Letter from resident regarding fencing - noted
- 93.2 **The Butts –** i. Wall replacement- latest-works are being agreed. Work is being funded by a local firm (Brogan Group).
- 93.3 **Old Methodist Chapel/WI hall** i. OMC minutes 21<sup>st</sup> September- clerk advised that annual risk assessment was carried out. Roof bowing is more prominent- water egress temporarily resolved, but manager unsure whether heavy rainfall will still penetrate. Roof works to replace concrete tile with slate is now urgent and allocation required in precept meeting to plan works for replacement by 2018. Clerks are to refer item to Precept meeting. Annual servicing of ASHP to be carried out.
- 93.4 **Church Street Parking improvements–** Latest-deferred to next meeting
- 93.5 **Christmas Lights 2016 –** to discuss dates and plan for switch on. Provisional date Saturday 3<sup>rd</sup> December. Last year's arrangement worked well. Light up time- LB to provide details. Nomination for villager to do switch on-suggestions requested.
- 93.6 **Neighbourhood Plan –i.** Survey brief-noted. ii. Update on responses to questionnaires
- 93.7 **Cemetery & Churchyards –i).** **St Mary's Field cemetery-** i. Relocation of War Memorial – report- relocation went well and it has received many positive comments on facebook. War memorial has been re-lettered and cleaned and is looking very fine. Arrangements for Remembrance Service (Sunday 13<sup>th</sup> November)-clerk to ask main groups to a pre-meeting on site to discuss best layout for the service, and whether car access should be minimal/excluded on site for the duration of the service. ii. Cemetery shed roof



- replacement-latest- Clerks to chase Hutchinson's for a start date. Refer back in January should no work have taken place.
- 93.8 **Library** – latest visitor figures-noted
- 93.9 **Project Officer report-** (BS) Confirmation of support for business app project-FG! Providing 30% match funding for the Business AP strand of the Neighbourhood Plan work (Economic Development). Application to Leader Programme of Greensand Ridge- decision expected November. Application includes all project management costs for duration of 8 month programme. (2017).Discussions held with LB about potentially merging the two AP's later on for ongoing management requirements. **Application supported by Councillors.**
94. **Information and communications** i. Publications committee – date of next meeting (quarterly submission due Dec 1 for Jan Gazette issue)Sarah, Steve and Charlotte-date third week in November to be agreed. ii. New Website – progress.LB has commissioned the work- likely to commence shortly.
95. **Financial**  
i. To be approved- Cheques list BACS and Direct debits-**Agreed and signed.** Checked by JW.  
ii. To receive the Annual Return on completion of external audit and consider any matters raised- deferred to next meeting.
96. **Risk Assessment** – to request volunteers are to complete quarterly checks on assets. Review Risk Assessment policy- discussed at Consultation Committee general policy to show links to other policies and quarterly checks processes. Following Councillors volunteered to undertake and report on following areas:-SH- Chapelfields, AF-Cinques Common, JW The Butts, Millbridge Brook Meadows and Lower Field, T Goss-both allotments, G Burne, new cemetery and the copse. Halls- Clerks undertake this role but Councillors can do this- G Brass to volunteer once returned to village. Clerk to forward updated policy to next meeting for review.
97. **Recreation Spaces-i. Millbridge Brook Meadows-** .i. Football club – quotation for improvement works and recommendation (from contractor) that this is added to the annual programme. **Resolved to add fertilizing to football pitch in current 3 year contract (to be reviewed at end of contract)-GFC requested to obtain grant/s to cover cost of additional works.**
98. **South Cambridgeshire District Council**
- 98.1 Planning matters  
i Planning Policy monthly Update-noted  
ii. Section 106 Pre School Provision – Planning meeting outcome (5<sup>th</sup> October 2016)- noted unsatisfactory outcome with resources which do not enable new provision to be provided.  
iii. West Road – new application protocol and date/arrangements for public meeting. Public meeting Tuesday 18<sup>th</sup> October at 7pm in Eco Hub reception, Planning Committee meeting Tuesday 25<sup>th</sup> October 7pm in Kier Suite, recommendation to Full Council for decision 8<sup>th</sup> November 2016 (s.106 Community benefits)
- 98.2 Other SCDC items  
i. Contact numbers for information-noted
99. **Cambridgeshire County Council**
- 99.1 Highways  
i. Drove Rd - update on road improvements-no update available  
ii Footpath request Everton Road the Heath –meeting to be arranged soon. Potential LHI bid to be considered.



- iii Community gritting scheme 2016-17 – volunteers-T.Goss and AF volunteered.
- iv. Tree removal request and response – Northfield Close. PW and AF are to investigate.
- 99.2 Other CCC items
  - i. Electoral review – final recommendations-noted
  - ii. Contact numbers for information-noted
- 100. **Police** – i. Panel Meeting 18<sup>th</sup> October- councilors encouraged to attend (Comberton). li. New local Policing priorities structure- noted. Iii. To introduce new Gamlingay Special Constable Floyd Matthews. Floyd to be invited to attend next months meeting.
- 101. **Post Office**- update on scheduled closure and works-No works to happen before Christmas. Colin S. is still advising.
- 102. **Staffing and Councillor** – Staffing committee meeting changed to Monday 14<sup>th</sup> November at 11am- noted.
- 103. **General Correspondence** – Available in the office -noted
- 104. **Items for the next agenda –Wildflower areas need mowing**- clerks are to contact Rob Mungovan (SCDC)
- 105. **To note the dates of the next Parish Council and Committee meetings**  
Public meeting West Road Planning application Tuesday18<sup>th</sup> October 7pm Reception- Jack Arnold Room)  
November 8th Full Council 2016 7.30pm  
F&GP (Precept meeting) Tues 22<sup>nd</sup> November 2016 at 7.30pm (all Councillors requested to attend), F&GP 25<sup>th</sup> October 7.30pm.  
Planning meetings 7pm prior to all meetings.
- 106. 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. Report on consultation committee 10<sup>th</sup> October – minutes to F and GP. No further report needed in closed session.
- 107. To formally record the **time of closure** of the Parish Council Meeting -10pm

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