

# GAMLINGAY PARISH COUNCIL

Clerks: K Rayner and L Bacon  
The Eco Hub, Stocks Lane, Gamlingay, Sandy, Bedfordshire, SG19 3JR  
Telephone: 01767 650310  
email: [clerk@gamlingay-pc.gov.uk](mailto:clerk@gamlingay-pc.gov.uk)  
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## Minutes of the Annual Meeting of Gamlingay Parish Council held at the Eco Hub, Stocks Lane, Gamlingay on Tuesday 15<sup>th</sup> May 2018 at 7.30pm.

Present: Cllrs J McGeady, P Webb, S Martin, A Goss, M Brown, Ann Kirby, D Finnigan, T Gurney, S Hemmings, C Smith, J Wright, K Warburton, S Jones, J Newman, M Ridler. Clerks L Bacon and K Rayner. 0 members of the public, Cllr B Smith, District Councillor. S Kindersley (delayed)

- 1) **i) To appoint Chairman and Vice Chair to the Council – CS nominated and seconded. No other nominations received. CS elected as Chair for 2018-19. Nominations for vice Chair- AG nominated and seconded. No other nominations. AG duly elected Vice Chair of the Council.**
  - ii) All Councillors to sign acceptance of office forms-**all completed and signed**
  - iii) Distribution of Register of Interest forms (folder) and GDPR privacy notices for completion- forms circulated which need to be completed and returned to the Clerks (Declaration of interest and Privacy notice) All councillors to have GPC email account set up. All councillors reminded to submit their expenses (nil returns) forms to the District Council by the end of the month.
2. To receive apologies for absence - None
3. **To receive declarations of interest from councillors on items on the agenda:-**
  - 3.1 To receive written requests for dispensations for disclosable pecuniary interests. -All Councillors reminded prior to registration all interests to be declared. None declared.
  - 3.2 To grant any requests for dispensations as appropriate. -None declared.
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 members of the public present.
5. To approve and sign as a correct record the Minutes of the Meeting of 10<sup>th</sup> April 2018- **Agreed and signed** Approve minutes of Annual Parish Meeting 24<sup>th</sup> April for publication purposes- **Agreed, signature at future meeting**, note draft minutes of F&GP 27<sup>th</sup> March 2018-**noted**.
6. To consider Any Matters Arising from these minutes -190.2- Cleaner Communities- Gamlingay is a partner on the scheme- Sawston is the pilot area, which is to be delivered first.
7. **District and County Councillors reports-** Newly elected District Cllr Smith, and County Councillor S Kindersley(delayed)  
Cllr Smith- Lib Dems are now the controlling group at SCDC and Cllr Smith now leader of the Council. Gamlingay is still top of her list of priorities- now has to lead an organization of 300 staff. BS regular meetings with mayor of Cambridgeshire and Peterborough. Balance on Council 26 men and 19 women-a good gender balance. Cabinet model to continue, 7 areas identified. BS aims to redirect resources to parish Councils- protection of ATM's and Green Spaces within villages a priority. BS meeting Police and Crime Commissioners Officer John Hutchinson about priorities for the area. Speeding through parishes is top of the agenda. Cinques/Drove Rd was a particular concern- BS experienced a near miss due to passing road user at high speed. Recent issues are streetlights at The heath, young people on motorbikes in fields/pathways. SH raised the issue of noise in the Eco Hub car park. JMcG now representative on GCC Ltd trustees. BS not in agreement with regards to transport priorities with the Mayor-Greater Cambridge partnership is just starting to deliver schemes. Local Plan -no recent

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- communication received. No news on risk of designation . BS thanked for her presentation.
8. **Appoint members to serve on Committees and groups**
  - 8.1 Planning Committee- Colin Smith, Tracy Gurney, Tony Goss, Dave Finnigan, Mark Ridler, Sarah Jones . Standing Orders (32A) was used to suspend 7b to allow new councillors to join this committee. All new Councillors will need to complete planning training within 6 months. Finance and General Purposes Committee- Colin Smith, Peter Webb, Sam Martin, Mark Brown, Sarah Jones, Julie Newman. Standing Orders (32A) was used to suspend 7b to allow new councillors to join this committee. All new Councillors will need to complete finance training within 6 months. Publications subcommittee- Sam Martin, Julie Newman, Steve Hemmings, Keith Warburton. Management Committee of the Methodist Chapel- Steve Hemmings, Tracy Gurney, Keith Warburton and Staffing sub committee- Jayne Wright, Jackie McGeady, Steve Hemmings.
  - 8.2. Members interested in representing the Council on other groups- **GCT- J McG or SM, Gransden gliding club consultative committee- No representative GCC Ltd (PCLC)- AG and AK, Police panel-MB, Library-JW, Speedwatch -KW**
  - 8.3 Approve Standing Orders and Financial Regulations – available at <http://www.gamlingay-pc.gov.uk/>- **Approved**
  - 8.4 Adopt the Race Relations/Equal Opportunities Statement and the current General Code of Conduct-**Approved**
  9. **To receive reports from other initiatives** involving the Parish:-
  - 9.1 Gamlingay Business App- report to next meeting. Bs provided a summary . A demonstration of the project will occur at June meeting. £40k grant to cover the costs. Lots of interest from other areas, launch will be in July. Project based on barriers to growth-recruitment, shared local services, database/service directory, help job seekers and advertising jobs for free. Also concentrates on tourism, business support, where to go to for help (signposting). It will be a one stop shop for businesses. Lone worker meeting recently a success.
  - 9.2 Library – latest visitor figures noted
  10. **Information and communications -**
    - i)Corporate Identity- Logo for Parish Council-options were discussed. Loose brief-discussed logo designs- important logo looks good reproduced in black and white and colour. Like the phrase 'Supporting the community' below logo. Agreed border/outline important for definition. Preferred option 1 design. Clerks to ask for redesign and changes to be brought to next meeting.
    - ii) Parish Councillor contact details for publication - new email addresses- JW to be guinea pig test for new email set up. GDPR- discussed Councillors responsibilities with regard to personal data management and precautions regarding representation at public meetings and on social media. Photos/councilor profiles-some already submitted. Photos should be same format/background and also of staff. Discussion on Parish Council roles and responsibilities- engagement- item for Publications Committee.
    - iii) Cambs Acre- Parish profiles – consider after next publication.
    - iv) Greensand Country festival- banner locations- issue resolved on display on front railings outside Eco Hub.
  11. **Financial**
    - i) Payments to be approved-Payments 14-23 approved. Amend record 16 to £28.20.
  12. **Land and Buildings**
    - 12.1 Cemeteries and Churchyards inspection report- April 2018 for information. Gerry Burne thanked for excellent reports and his service to the community. SH agreed to

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- consider taking over the risk assessment of cemeteries/closed churchyards and the war memorial. SH to confirm to clerks which of responsibilities he is happy to take on(quarterly reporting). JW-Millbridge Brook meadows, MB- Chapelfields. Other area vacancies to be filled at future meeting.
- 12.2 To note completion of annual ROSPA inspections – some works have already been actioned by the handyman. Full report to F and GP.
13. **South Cambridgeshire District Council-**  
i) Planning Policy monthly update -sent via email for information-noted.  
ii) Drop in open house Weds 16<sup>th</sup> May 11am-12.30pm-Robinson Court- all Councillors invited to attend. Clerks to attend.
14. **Cambs County Council – Highways**  
i). Road traffic Incident-8<sup>th</sup> April- letter and response. Speed limit request- discussion on speed limits in various locations around village. Concern about blind dips in the Potton Rd. Await the publication of the inquest -matter for future agenda. Central Bedfordshire is the responsible authority. Buffer zone-speed reductions are Central Beds policy.  
ii) Church St scheme- Clerks to circulate timeline to councilors for information. Resources still not received. Merton College/Kier still to authorize release of funds.  
iii) School parking- email for consideration- recent meeting to discuss possible new small sections of paths. Use of Eco Hub car park had been discussed by trustees. School unaware of how many children will be brought to school by car. Parking at school will just be for teachers. Issue for next meeting, once quotations for short path options have been obtained by clerks.
- SK joined the meeting -County Council have agreed to relocate to Alconbury and sell off Castle Hall. Concern that decision is based on flawed assessment. Police and Crime Commissioner now responsible for Fire Service, concern that retained fire stations may be at risk. Shared premises approach. Enforcement Officer involved at site on Mill Hill-gravel and sand extraction and dumping of material. Little Heath residents setting up a Residents Association-mainly to resolve the issues of maintenance of access road. SK thanked and left the meeting.
15. **Community groups reports**  
i) Forward Gamlingay!, No report  
ii) Neighbourhood Plan- Housing Needs Survey -plan for public meeting at the end of June. MB updated Council on Neighbourhood Watch- Firm selling alarm systems advising they have a recommendation from neighbourhood Watch (not the case).MB is pursuing. Referred to trading standards.  
iii)Speedwatch group- report in packs was noted.
16. **Staffing and Councillor matters-**  
i) CAPALC membership and LCPAS service . **Resolved to appoint LCPAS for further year.**  
ii) Chairmanship training- CAPALC-CS to attend 30<sup>th</sup> June. Clerks to book.
17. **General Correspondence** – Available in the office.
18. **Items for the next agenda** – Greensand Country presentation
19. **To note the dates of the next Parish Council and Committee meetings**  
Next Full Council meeting Tues 12<sup>th</sup> June at 7.30pm at Eco Hub (Kier Suite)  
F&GP Tues 22nd May 2018 at 8pm

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Planning meetings 7pm prior to all meetings. This will be for 1 hour due to the large number of applications.

20. To formally record the **time of closure** of the Parish Council Meeting -9.45pm

Signed.....

Dated.....