



Minutes of a Meeting of Gamlingay Parish Council will be held at the Kier Suite, Eco Hub, Stocks Lane, on Tuesday 11th September 2018 at 7.30pm.

Present: Chair C Smith, Councillors J Wright, S Jones, D Finnigan, A Goss, P Webb, K Warburton, A Kirby, S Martin and A Foster (co-opted item 57.3). Clerks L Bacon and K Rayner and 1 member of the public.

56. Resolved to receive apologies of absence from J Newman, T Gurney, M Brown, M Ridler and S Hemmings.
57. To receive declarations of interest from councillors on items on the agenda: - None
 - 57.1 To receive written requests for dispensations for disclosable pecuniary interests.
 - 57.2 To grant any requests for dispensations as appropriate.
 - 57.3 To receive expressions of interest for co-option (1 vacancy). A Foster outlined his reasons for wishing to rejoin the Council and was unanimously coopted.
 - 57.4 To record condolences to family of ex Councillor Len Jarvis (1985-2008). Clerks to arrange a card to be signed and sent.
58. 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.
59. Resolved to approve and sign as a correct record the Minutes of the Meeting of 10th July 2018 and to note draft minutes of F&GP 24th July 2018.
60. To consider Any Matters Arising from these minutes. JW asked which Pre School provider was referred to regarding access to toilets for summer school – this was Montessori.
61. **Correspondence from Local MP, District and County Councillors and Police reports-** i. Reports from Cllr Smith, and Cllr Kindersley (District and County representatives). Chair explained that an apology will be published next month to credit the Parish Council for primarily dealing with queries regarding asbestos safety during the demolition of the WI hall over the summer. ii. Police. PCSO James Lynch visited the office today – was updated on recent concerns re anti-social behavior and parking as well as arrangements for Remembrance Day and Xmas lights switch on. Residents to be reminded to report all incidents of concern through the proper channels in order for responses to be made. Chair concerned that the Police are very under resourced and a small number of officers have a very large number of villages to cover. iii. Neighbourhood Watch Scheme update – M Brown. Deferred as apologies received.
62. **To receive reports on other Parish Council responsibilities and projects: -**
 - 62.1 **Community Buildings**
 - i. Old Methodist Chapel- service of ASHP- completed. Noted. AG reported no movement in “telltale” wall sensors.
 - ii. Eco Hub – PCLC meeting 17th September at 7pm. AG/AK and Chair CS down to attend – normally only Chair plus one other from each organization required.
 - 62.2 **Recreational Spaces**
 - i. The Butts Playground and recreation field – paths. Noted awaiting response from Comberton Academy Trust to proposal for linking path. Noted Clerk has identified a Skatepark manufacturer who may be able to undertake required maintenance on ramps.



- ii. Millbridge Meadows Park and bike track -bench and gates vandalism-update. Noted repairs are now complete.
 - iii. Cinques Common- Land Registry- a) notification of change of address and Cinques Common amendment (to note). Noted Land Registry need to be informed of new address – in hand. Consultation period for amendment has expired. Change is to more accurately show boundary of registered title - drainage ditch to rear of 15 – 21 the Cinques – belongs to CB 110464 not 312108. b) request for small gazebo-temporary 22nd September. Granted with usual conditions about allowing general recreational use.
 - iv. Quotations-maintenance-a) Cleaning benches and equipment-quotations for consideration. Only one received to date. No specific budget this year – potential consideration for next year’s budget. Councillors asked clerks to research costs of lithium battery pressure washer and generator for comparison. b) Noticeboard repair-quotation. Resolved to approve as noticeboard is in poor condition and needs urgent attention.
- 62.3 **Cemeteries and Churchyards**
- i. **St Mary’s Churchyard**- height reduction of hedge- quotation. Not yet received.
- 62.4 **Library** – noted latest figures
63. **Information and communications**
- i. Publications Committee -next meeting. To be arranged. Last meeting cancelled due to illness do no submission made for October Gazette.
 - ii. WI Hall- permission for 2 dwellings-consultant advice-report (AG). Councillors unhappy that SCDC planning officers approved developer’s application for 2 dwellings on the site. The Parish Council had taken expert advice on how to market the site to get best value and was told by SCDC that due to Highways constraints, planning permission for only one property would be acceptable. Clerks to contact SCDC for explanation of why it found it acceptable to grant permission for two properties on the site.
 - iii Solution Gamlingay – launch. Soft launch planned – meeting to discuss final claim arranged and room hire booked for later this month.
 - iv. New community engagement Policy -for consideration. Resolved to approve with minor changes detailed by Clerk at meeting.
64. **Community news**
- i. Forward Gamlingay! No report
 - ii Greensand Country –Cycleway meeting- report. Good meeting, well attended, discussed results of Neighbourhood Plan and cycle routes in general. Route identified which could potentially bypass need for road side path along B1040 and allow more cost-effective surfacing for a cycle way from Gamlingay to Potton and on to Sandy. GPC has some funding to put towards delivery of Gamlingay section should permissions be forthcoming. Resolved to approve outlined costs of £4800 and £1170 for Sustrans feasibility studies to be done. This study will be a formal plan which will assist when applying for further resources.
 - iii Neighbourhood Plan and Village Design Statement- latest. Harriet Gould – Community Champion for the Village Design Statement is to arrange a meeting, date to be agreed. NHP is moving ahead, needs now to agree design and format of plan and move to producing a draft – hopefully in next 6 weeks. Will be presented to GPC for comments prior to publication.
 - iv. School pathways and gates- update. Covered under 62.2



- v. Cambridge Gliding Club- representative- AG-next meeting 14th November at 7pm.
Noted
65. **Financial**
- i. Payments list for approval/to note. Resolved to approve voucher numbers 169 to 189
 - ii. Account signatories- update and final signatures. Resolved to approve the resolutions in Section 3 declaration on page 9 of Co-op paperwork and for Clerk to sign to complete application to remove and add signatories to account.
66. **South Cambridgeshire District Council**
- 66.1 Planning Policy Monthly update- noted. Local Plan-Inspectors Report received. Good news that some applications are now being refused and have policy to back up these decisions.
 - 66.2 Cleaner Communities – pop up skip event- date Sunday 16th September-volunteers. Noted.
 - 66.3 S.106 contributions- community transport and cycling remaining funds (JN). Deferred to F and GP.
 - 66.4 New addresses- Property at Little Heath, and fishing lodges at New Barn Farm (for information). Noted.
 - 66.5 Licensing Policy consultation- feedback deadline 8th October 2018. Councillors advised to look at consultation on line if required.
 - 66.6 House exchange- protocol- Cambridge Housing Society. Resolved to respond formally to CHS that GPC is supportive of the proposed house swap as an exception on this occasion, noting that the applicant has a clear local connection although does not strictly fulfil the written criteria. District Councillor had advised that Parish Councils do not have a role in housing exchanges, although Clerks had previously been advised otherwise.
 - 66.7 Asset of Community Value-The Wheatsheaf-noted
 - 66.8 Emergency Planning- request for consideration-views sought. Originally considered in 2008/9 but not pursued. Resolved that Clerks should formulate a basic emergency plan to be advertised on Facebook/website and noticeboards. Draft to next meeting.
67. **Cambridgeshire County Council**
- 67.1 **Highways**
 - i Church St parking improvements – a)costs and programme. Email received prior to meeting from County officer outlined very reduced cost estimate. Clerk to seek urgent meeting to clarify that full scheme has been included. Extraordinary meeting may be required to formally resolve final scheme. Double yellow lines around junctions – previous advice was that these were not worth installing without enforcement plan. Could be reconsidered if funding is available. b) Road Closure, waiting and loading bay order. Noted no specific dates – permissions last into 2020.
 - ii. Incident report- July- for information. Noted. Clerks to enquire if link can be published.
68. **Staffing and Councillor matters**
- i. Training – any further requirements. SM needs finance training, AK general training. Clerks to seek nearby courses. Stakeholder Group meeting 12th September at Horningsea (6pm-8.30pm). Noted no attendees.



- ii General Data Protection Regulations – Compliance visit. Not yet arranged. Clerks are moving forward with producing relevant documentation and policies for visit.
- iii. Gamlingay Show- volunteers on stall, display ideas. SM and CS to man stall 1-2pm, AG and SJ 2-3pm and KW/AF 3-4pm. Clerk (LB) to take display boards to show along with Millbrook Meadows leaflets, printout of MythBusters and FAQ's.
- iv. Office Closures and annual leave requests- Summer 2018 noted

- 69. **General Correspondence** – available in the office. Noted
- 70. **Items for the next agenda** – Remembrance parade arrangements
- 71. **Noted the dates of the next Parish Council and Committee meetings**
Full Council October 9th at 7.30pm in the Kier suite, F and GP 25th September
Planning meetings 7pm prior to all meetings

- 72. To formally record the **time of closure** of the Parish Council Meeting. 9.35pm

Signed.....

Dated.....