



Minutes of a Meeting of Gamlingay Parish Council held virtually, via zoom, on Tuesday 28th April 2020 at 7.00pm.

Present: Chair C Smith, Councillors P Webb, S Martin, A Foster, J Wright, W Boyne, K Warburton, J Newman, S Jones, J Darcy. Clerks L Bacon and K Rayner. County Councillor S Kindersley, apologies from District Councillor B Smith, and 1 Member of the public

184. Resolved to receive apologies for absence from Councillors T Gurney, M Brown, D Finnigan, A Goss and A Kirby, apologies from District Councillor B Smith
185. **To receive declarations of interest from councillors on items on the agenda:-**
i. *Noted* To receive written requests for dispensations for disc losable pecuniary interests.
ii. To grant any requests for dispensations as appropriate-none advised.
186. 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 matters raised
187. To approve as a correct record the Minutes of the Full Council meeting of 10th March 2020.-**Approved**. Minutes of F and GP 25th February 2020-**noted**.
188. To consider Any Matters Arising from these minutes -JW asked if there was any further news regarding Comberton Academy Trust interest in the First School site-referred to Cllr Kindersley. Preschool figures- annual updated figures to be requested in September 2020 (Clerk)
189. **Note Correspondence from Local MP, District and County Councillors, Police and reports from local groups**
i. Cllr Smith- South Cambs District Council- apologies noted
ii. Cllr Kindersley – Cambridgeshire County Council representative. – report circulated - which relates to the year just passed and current Covid 19 situation. Both County and District are in significant financial difficulties due to loss of income-car parking, office rental etc. SCDC paying for hotels for homeless people at present- will require reimbursement from central government, Highway teams are essential workers- have almost completed all pot hole requests, please submit any more on line. Mayor of Cambridgeshire moving into CAB office in Ely. KW asked whether precept under threat.SK advised it is not. Good take up of grants from parish businesses-Eco Hub secured a grant to cover outgoings over this period. (£25k from SCDC). SK thanked for contribution and left the meeting.
iii. Neighbourhood Watch Scheme and Rural Watch – No report received.
iv. Any items raised in reports- no items raised.
190. **Administration**
i. Latest on submission of Quality Level application to national accreditation panel.-on hold- delayed until panel can meet-noted.
191. **Community Buildings**



- i. Old Methodist Chapel – I Electrical check (building) -report discussed. AF satisfied with the report. Emergency lighting discussed and is satisfied current provision is adequate. No action required, noted.
- ii. Eco Hub – closure, matters arising- Eco Hub losing revenue, but grant awarded will help. LB experienced problem with her computer being switched off in the office today, will enquire as to what happened.
192. **Recreational Spaces**
- i. Playground and recreation field – i. Gamlingay Football Club- Proposal for pitch improvement Grant-income waiver request and agreement to terms (landowner)-Clerk outlined proposal from football club, Proposal equivalent to supporting the football club by about £500 per year for 6 years for football pitch improvements. RFO outlined grant rather than waiver of rent for field and storage is consistent with how other user groups have been dealt with. JW mentioned issue with pitch wear and need for some teams to use Cambourne facilities. SM asked if the Council could decide to offer a grant over 6 years and what effect this would have on the s.137 grant pot. RFO advised that PC can classify expenditure under exiting powers-maintenance and improvement of recreation areas. Can precept for future years, this years budget- amount will have to be identified. PW known as cabbage patch- poor quality -grant would improve playing pitch quality. AF support grant proposal. First school field trees overgrown playing pitch surface making it unfir for junior matches (tree overhang).Clerk advised Football Club will be fundraising every year to raise the funds for GFC contribution to the improvements. **Resolved, formally grant permission for grant application, for works to be carried out on the field (landlord), and to offer £600 grant per annum for the period of the grant funding (6 years) for the purposes of pitch improvement works.**
- ii. Booking for fair – 31st May to 7th June. Cancellation is likely- noted. Discussed the concern expressed by member of the public that tennis courts remain unlocked. KW interpreted tennis usage as formal sport which is currently not permitted. Other users are families with small children/toddlers. **Resolved-to lock tennis courts to prevent formalized sport. Clerks to arrange for handyman to padlock the gate.** It was agreed this should be the only area which has restricted access.
- iii. Bowls Club – costs for electricity supply (UK Power Networks)- quotation was discussed (approx. £4k-5k)-Additional costs likely- trench digging, meter cabinet, electrician-much of cost could be saved by bowls club volunteers. Costs significant, RFO concerned that there may be other calls on precept contingency, under current circumstances. Clerk advised that decision could be deferred to late July/August- quotation lasts until September. **Resolved to defer decision for 3 months.** Discussed generator issues, current watering regime.
- v. Trees – First School Field tree survey-some urgent action required by CC-noted.
193. **Cemeteries and Churchyards**
- i. Current protocol arrangements- burials and access- payment and paperwork delay has caused some problem-all undertakers to be made aware that payment and paperwork must be at least 3 working days before burial- reminders are to be sent (Clerks).BACS payments are being accepted. Access -cemeteries is open, as previously discussed-confirmation from Dept Communities that this is acceptable. Master list of burial plots currently held by clerks.
194. **Library** – *Note* proposals for remote working- Library manager set up a facebook page. Current Cambridgeshire Libraries protocol -not currently delivering books- on line



- electronic books only. Library Manager reviewing service as and when lockdown regulations ease- noted.
195. **Information, communications and consultations**
- i. Coronavirus –i. requires review of Emergency Plan- Clerk to pursue revision once pandemic subsides- not fit for purposed regarding health crisis-pandemic (requires a central point of contact -the Eco Hub). ii. Coronavirus Support Group-report- none received. It is understood that the system is working well- thanks to Shelley and Lucy-SM- workload divided into individual streets and is working well. CS thanked Councillors who are involved in this initiative. ii. Any items arising from i. and ii.-none
196. **Community news**
- i. Neighbourhood Plan – latest- revisions being done in light of SEA, may be ready by mid May. Delays in referendum to May 2021- and some delay regarding r.14 consultation- hoped that this may still happen for Summer/late summer. SM advised need about 2 months to get ready for consultation should we be given the OK to start formal consultation.
197. **Financial**
- i. To be approved- payments list 1-23 and end of year payments 19/20 367 -381-**Agreed**
 - ii. AGAR audit timetable amendments - delay to September. Internal auditor required for one more visit to end of year, will be arranged as soon as possible.
 - iii. Precept payment delay-SCDC- 3 payments rather than two- **noted**.
 - iv. Request to open new bank account (Unity)-report- RFO. Annual Financial Review in September 2019 did not resolve any changes to banking arrangements. PW now concerned about level of resources in single account as FCS cover is limited to £85k. Proposal to open other accounts with no more than £85k in each. RFO started application to Unity Bank (most common bank account amongst PC sector)- requires additional supporting information from all councillors. PW concerned about banking fees - would prefer to source free banking with interest earned on balance. Suggested alternative, short term deposit accounts. CS- limited choice and minimal levels of interest available at present. **Resolved- to open further bank account(s) to limit funds in each account to a maximum £85k-agreed.** Clerk to do further research and report back at next meeting/F&FP.
198. **South Cambridgeshire District Council**
- i. Planning Policy Monthly update and parish e-bulletin. -noted
199. **Cambridgeshire County Council**
- i. Think Communities -latest-nothing further to report.
 - ii. Local Highway Improvements applications – Mill Hill cycleway section proposal-views sought (meeting notes with J Rutherford) -Clerk advised of meeting and two sections which could be considered B1 and C1. C1 of most value to the community, but requires land acquisition which will delay /prevent progress. B1 deliverable 9entirely within highway verge boundaries, and is the preferred section. Proposal- make LHI application for 20/21 to CC for section B1 utilizing s.106 community transport remainder of budget.. Other options-JW expressed frustration that yellow lining around Stocks Lane junction is a priority for the school. Clerk advised this should be a CC priority. JW wants formal approach to



- businesses to improve the raised platform area, introduce yellow lines to improve safety. PW any other options for expenditure? Merton have ruled out junction at St Marys/Church Lane, no other proposals currently. **Resolved to apply for B1 Cycle footway section in LHI round 2020/21.** Clerk to submit the paperwork.
- iii. Solar stud cycle path lighting – agree to implement-KW queried extent of works- 80m up to housing- rather along entire length to Poppyfields. LB to check. **Resolved to implement, scheme-subject to length for installation being clarified (additional costs and details agreed)**
 - iv. Road Closure- New Road, Gamlingay (bridge works 8th-19th June 2020)-noted

- 200. **Staffing and Councillor matters**
 - i. Working practices- update -Handyman returned Tuesday after Easter, Library Manager-arrangements already discusses, cleaner-to continue, clerks currently working from home- noted
- 201. **General Correspondence** – available in the office-noted limited access.
- 202. **Items for the next agenda**
- 203. **The dates of the next Parish Council and Committee meetings**
Full Council (Annual General Meeting) Tuesday 12th May 2020 at 7.30pm Next F and GP 26.5.2020
Planning meetings 7pm prior to all meetings.
- 204. To formally record the **time of closure** of the Parish Council Meeting -CS thanked all those for attending. Meeting closed 8.40pm

Signed.....

Dated.....

ⁱ Members of the public should email clerk@gamlingay-pc.gov.uk at least 1 day prior to the meeting to access the meeting password.