



**GAMLINGAY PARISH COUNCIL- FULL COUNCIL MEETING 13TH OCTOBER 2020, 7.30PM VIA ZOOM**

Present: Cllrs C Smith, A Kirby, A Foster, K Warburton, P Webb, J Darcy, W Boyne, S Martin, J Wright, R Petch, clerks L Bacon and K Rayner, 1 member of the public

85. To receive **apologies for absence and to receive declarations of interest** from councillors on items on the agenda. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate.

None received

68. 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.

1 MOP advised attending to listen to Planning Application discussion- advised this was at a previous meeting. MOP left the meeting. Cllr B Smith, Cllr S Kindersley, H Gould and further MOP joined the meeting.

69. To approve as a correct record the **Minutes of the Meeting of 8<sup>th</sup> September 2020.**

Poll completed and minutes approved.

To note the F and GP minutes of 22<sup>nd</sup> September 2020 and to note any matters arising- noted

88. **To receive correspondence** from Local MP, District and County Councillors, Police and reports from local groups

i. Cllr Smith- South Cambs District Council

Grays Rd Parking scheme- tender awarded to local firm who will construct parking bays. Greensand Cycleway- on road signage is now being progressed-County being asked for approval of the signage. LED streetlighting programme is now being implemented, which should result in parish council electricity bills being reduced significantly. Electric bin lorry-now has increased range to reach Gamlingay- should be in use shortly. Covid update- SCDC figures lower than national average, but are increasing. Not enough tests and delays in getting results. The Covid volunteers need to remobilize, will be needed to contact those who will start to shield again. SCDC offering grants to parishes to remobilize groups, and details will be sent to clerks tomorrow. Total budget of £50k to help start up schemes again. Marshalls now moving to Cranfield- disappointed but decision based on airspace capacity. Patch coordinator's at SCDC will be making contact again shortly- will be employing specific fixed contract workers this time. Chamber of Commerce is providing information about what implications are for no deal Brexit. Self isolation payments are made to those on benefits having to self-isolate; system went live on 9<sup>th</sup> October (SCDC is administering this). MOP asked if there was any questions relating to items on agenda- none, just wanting to listen.

ii. Cllr Kindersley – Cambridgeshire County Council representative.

Park Lane- land grab issue, SK is corresponding about issue but is not n the public highway, so it is outside CCC remit. Civil matter, as the lane does not appear to be registered. County Council met and discussed 4 motions- making a representation to the Secretary of State re budget for special needs children £28m adrift. Anti Semitism issue raised, school funding still low compared with average, worse for rural schools who



are not part of an academy. Fire authority- needs a local campaign for those working locally to be volunteer firemen-now recruiting. Employees of Fire Service being given £50 Christmas bonus for exceeding their job descriptions in providing customer service. County also promoting monthly local hero awards-nominations sought . First School-now declared surplus to education needs, going for Department of Education consent to dispose.SK advised County were to offer Parish Council a long term lease of the First School field. Buildings future- uncertain. Highways complaint on concrete spillage when attending Station Rd, on Croydon Hill- Highway Officers are dealing with this. St Denis church has secured further funding (£58,200) from friendless churches organization to restore windows etc. Remembrance Day- no poppy appeal door to door-SK might put a table up at the Cross and make available poppies -socially distanced outside. Wreaths have been ordered, outdoor service at the Eco Hub was mooted- would prefer service at the war memorial. Clerk to take advice on numbers and measures for a safe event. CS happy to lay the wreath. No questions, BS and SK left the meeting.

iii. Neighbourhood Watch Scheme, Gamlingay Community Safety Group

No meetings held- WB nothing to report at present.

iv. Speedwatch – response from Gamlingay Primary on attachment license and progress report.

Correspondence from Governor noted, and response made to headmistress by the clerk. JW asked about the attachments license application – Clerk LB advised this has to be made on line and she did not think this had been done by the school. Other aspects -volunteer details and insurances and equipment questions have been supplied to the school. No response as yet. Clerks to check status of the attachments license and report back. Morelock signs not ordered until we have clarification about health and safety and management aspects from the school. LB advised Think Communities employee provided an unsatisfactory response re chase on the attachments license.

v. Forward Gamlingay!

No report

vi. Police

No report

89. To receive reports on other Parish Council responsibilities and projects: -

89.1 Mobile Warden scheme grant award

i. to formally receive grant offer from SCDC

**Resolved to accept the grant.** Leaders of the Coronavirus group have gone back to work and are unable to remobilize. Meeting held to discuss setting up of Gamlingay Guardians last night. Issue identified that new scheme involved a charge; and discussed GDPR requirements with regard to clientele details. Coronavirus Group generally very supportive of the new scheme.

ii. to consider press release for Gamlingay scheme-

Press release -CS happy with quotes included in document, discussed order to explain what the scheme is to start with-agreed, KW finer detail of the scheme will follow in further documentation. Press release could be used more widely than just the Gazette. Recruiting two new paid jobs- need to set up staffing committee to discuss processes, need to create a domain name for a new website/facebook/ for contacts/publicity. HG- change existing facebook group over to new Guardians- should be able to do this by saying existing group disbanding and if want to opt out to contact group by a certain date. Need to leaflet the whole village again to re-engage with residents about the new service. Clerk (LB) to organize



Staffing Committee and try to get positions filled and up and running in November. JW/CS and AG to be contacted for suitable dates/times. Proposed changed to wording- at least 1 visit a week was agreed, charge is set at £7.50 per week. There is a hardship fund built into the model for those who cannot afford the fee. BP concerned that the Coronavirus Group have the same initials as the Safety Group. Criteria for hardship fund applicants to be determined by Staffing Committee.

iii. to approve proposed scheme name, terms, job advertisements and to note initial expenditure on domain name and advertising

As above. Report to next meeting on progress.

## 89.2 Community Buildings

i. Old Methodist Chapel – risk assessment

KW undertook Risk Assessment- no major issues to report- noted.

ii. Eco Hub a. update on opening hours.

No change to opening hours at present- open to groups hiring space withing current operating guidelines. Wedding at the weekend.

B. Update (if any) on Greensand Ridge gateway proposal.

JW understands the need for a ‘photo opportunity’ as a requirement for the feature. Clerk has not heard anything further from GSC, and awaits further correspondence as to whether it will progress or not.

iii. Cemeteries and churchyards a. risk assessments

BP taken on cemeteries Stocks Lane, Baptist, St Mary’s and Chapel Fields open space. Nothing urgent reported. BP reported large file sent overnight- clerks have not received this. No other urgent items reported this quarter.

b. Suggestion to unlock kissing gate on path through St Mary’s field cemetery to facilitate social distancing.

**Not supported-** rationale for this route to be locked has not changed. There is suitable width to path to allow passing at safe distance. Do not want dogs/cyclists/children walking through the cemetery unless visiting graves. HG suggesting wearing of face masks if residents feel concerned about covid transmission whilst using the path.

## 89.3 Recreational Spaces

i. Playground/recreation field – a. risk assessments

No urgent matters arising.

b.to consider quotations for equipment renewal with surfacing options.

Quotations received from HAGS and Wicksteed for similar type of rope swing replacement swing.

**Resolved to approve quotation from Wicksteed for £7,127 for Crusader swing including installation, and grass mat base.** JW really pleased that this piece of equipment was on the wish list 4 years ago identified by the children as a preferred swing. HG social distancing concern- Clerk advised it will take at least 12 weeks to fit and can fit 3 socially distanced children on it. Responsibility is clearly with parents as signage clearly states this on all entrances to the play area.

ii. Millbrook Meadows a. risk assessment

JW risk assessment noted- clerks to action points made.

b. wildflower planting plan update.



Meeting on Thursday. JW to mobilize group, after further details discussed on Thursday. Risk assessment for activity discussed- non sharing of equipment/bring your own, safety when working adjacent to watercourse, no more than 6 working socially distanced etc. Proposed date of works 22<sup>nd</sup> October.

iv. The Cinques/Northfield Close/Chapel Field/the Pitt – risk assessments.

SJ reported no issues, no other urgent items reported. BP mentioned dog poo bin lid rusty. Clerks to check when last requested a replacement/update.

89.4 **Library** – latest on opening hours and procedures.

No changes reported- library still open during the week and on Saturdays. Details of opening hours to be circulated to Councillors.

90. **Information, communications and consultations**

i. Solution Gamlingay – update and analytics 1.1.2020- 3.8.2020

SJ requested this item and unfortunately is unable to attend this evening. August data now out of date, 65 local businesses and 178 users, 9 companies listing jobs. Clerk (LB) restricted due to time pressures to give this more time and update it. When promoting actively, does register a spike in interest. Hope to promote advertise Gamlingay Guardian jobs, also use by clients needing odd jobs etc. HG what was the objective of the website? -one stop shop for businesses to get advice/recycle equipment/advertise jobs. KW- numbers show it is not working, comes down to investment in time-limited audience. CS grant – how long does it have to be maintained for? LB- 5 years from memory-will check. CS- not a fan-requires a lot of time to be invested. LB requested BP to share with other Gamlingay pages for job adverts. PW should review funding agreement timescales.

ii. Neighbourhood Plan – feedback on recent consultation events.

SM advised sessions progressing well, with reasonable turn out considering current circumstances. Generally positive feedback to date. Need more consultation responses back -please encourage on-line responses, or paper copy. Latest issues- Green end development, First school site, woodland cordon, broadband speed and community benefit contributions to cycleway and footway network. Next steps consider responses and any amendments to the plan, write up a consultation statement and submit plan with basic conditions for r.16 consultation. KR there is more grant available from Locality, should we need professional help with any amendments/further work.

iii. Website accessibility report. New accessibility compliant website proposal and quotation from Aubergine for consideration.

Free accessibility check shows website is 82-85% compliant. **Resolved temporary fix- purchase accessibility widget (App Office) and £2 monthly fee until year end/new website is up and running.** Agreed to put in budget for next financial year new website to be fully accessible (£2k approx.) Further quotations to be sought.

91. **Community news**

i. Remembrance parade 2020 - arrangements

CS happy to lay wreath on behalf of PC. Clerk to find out latest advice on gatherings and whether there should be an outside service. Potential social distancing will limit numbers considerably. No inside church service will take place. Clerk advised Bedfordshire parishes have been advised up to 30 can attend events (to be confirmed). Clerk to report back.



92. **Financial**

- i. To be approved- payments list -vouchers

**Agreed to payments 155-166**, invoice for insurance not included, but previously authorized.(£3254.83)  
Scanner now had software update and now working, so paying Ricoh bill. Steps outstanding works have been completed.

- ii. S106 – update on funding position

PW review requested to try to resolve funding for replacing entry surface into the St Mary’s Field cemetery. CS most recent meeting with Merton -they were costing this up. Clerk chased this last week and are waiting a response. Consideration of an amount to be considered for next years precept (subject to details being supplied by Merton). JW- Church Lane junction- Merton not willing to include this project for the transport s.106. Current resources allocated to a section of the Gamlingay to Potton Cycleway (LHI) application (94 (ii)).

93. **South Cambridgeshire District Council**

- i. Planning Policy Monthly update

Not received yet.

- ii. Call for sites – summary of responses for information.

KR summarized sites- First School buildings referred to as a potential ‘Care Home’. AF reported dissatisfaction that Montessorri could not utilize part of the building although would have preferred it.

94. **Cambridgeshire County Council**

- i. Notification of resurfacing works Dec 2020 Crab Apple Way-noted  
ii. Local Highways Initiative application – cycleways.

Application deadline has passed- submitted Summer 2020. Awaiting further information.

95. **Staffing and Councillor matters**

- i. Staffing committee meeting to be arranged.

Clerk (LB) to arrange meeting as soon as possible to discuss the Gamlingay Guardians appointments and terms of reference.

96. **General Correspondence** – available in the office.

Noted- CS attending Zoom with MP Antony Brown concerning East West Rail potential proposed route- any questions- submit to CS asap.

97. **Items for the next agenda – Precept 2021-F&GP agenda**

Councillors suggestions for budget considerations please contact the clerks for inclusion.

98. **To note the dates of the next Parish Council and Committee meetings**

Full Council Tuesday 10<sup>th</sup> November 2020 at 7.30pm, F and GP 27<sup>th</sup>  
October 2020

Planning meetings 7pm prior to all meetings.

99. **To formally record the time of closure of the Parish Council Meeting**  
9.25pm

Signed.....Date.....