

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 21st January 2020

In attendance: Cllr A Pinney (Chair), Cllr M Astor (Vice Chair), Cllr M Eagle, Cllr N Jenkins,
Clerk to the Council K Wilde and 5 members of the public.

1. Apologies for absence: Cllr H Nickerson, District Cllr H Williams and County Cllr S Kindersley.
2. Interests and dispensation applications: None.
3. The **Parish Council resolved** to approve the Minutes of the Ordinary Meeting held on 21st October 2019 and they were signed by the Chair.
4. The hedge at the East Hatley junction has recently been cut back by volunteers to improve visibility.
5. A request was made for laminated 'Pick up your dog litter' signs for residents to reinstate close to the footpath near the Old School House. Cllr Jenkins to action.
A date was suggested for the annual litter pick, being Sunday 29th March 2020. Volunteers to meet at 10 am at Hatley Village Hall. Clerk will organise equipment.
A spate of scam telephone calls claiming to be from BT was reported and it was agreed that this subject could be covered in a future newsletter. Residents were reminded that most nuisance calls can be stopped by the free BT Call Protect service.
Barn Farm's burning of waste straw from the stud is not permitted under the environmental health regulations. Waste is still being added to the pile which is still steaming and therefore liable to spontaneously combust. Cllr Eagle will contact the landowner to ask that the pile is periodically moved to prevent future fire risks. It was noted it may also pose a risk to water courses in the area.
6. The Clerk read aloud the District Councillor's report. No report was made available by the County Councillor.
7. Churches:
 - i. The Chairman thanked Cllr Jenkins for her update on St Denis' church.
 - ii. The Hatley St George Church Task Group has taken action to deal with the font, drainage and gutter issues. The prevention of asbestos seepage from the organ is being addressed and tree work is booked to take place, both in the coming week. Options are also being considered for improved heating in the church. Investigations are underway for funding opportunities to help finance future improvements. Summaries of the Task Group meetings will be shared on the Hatley website.
8. Planning:
 - i. The Parish Council noted the permitted development application submitted for 99 East Hatley, under application reference S/4104/19/LD.
 - ii. The Parish Council received the decision by South Cambridgeshire District Council to approve planning application S/3203/19/FL. Permission was granted to increase the size of an existing lunging ring and a change of use of part of a grazing pasture to install an all-weather outdoor riding surface at The Stud, Hatley Park.
 - iii. The Clerk read correspondence received from both the 'Fen Consortium' and the Leader of SCDC regarding planning delegation. The Parish Council accepted the explanation of the Leader of SCDC and will take no action. The Clerk also advised that the Barn Farm application S/3309/18/FL has transferred once again to a new planning officer and no progress has been made since last summer.

9. The Zero Carbon Community Project grant application for two static solar-powered speed signs was unsuccessful and therefore no further action is required. It was noted that the successful applicants were larger parishes and the projects were predominantly bike-related.
10. The Parish Council considered SCDC's offer of three free trees to all parishes. It was agreed that the Clerk should investigate the possibility of planting trees along a County Council footpath, in line with the existing trees, or on land belonging to the Parochial Church Council, with further permissions sought if supported by SCDC.
11. Details of the Greater Cambridge Local Plan Issues and Options – the First Conversation Consultation were shared. Cllr Eagle agreed to attend the roadshow at the Eco Hub on 31st January and will then respond to the consultation on behalf of the Parish Council. All members were invited to respond individually, by 24 February.
12. The Parish Councillors agreed to respond individually to the consultation on Cambridgeshire County Council's Draft Climate Change and Environmental Strategy, open until 31 January. Neighbours and residents will also be encouraged to respond.
13. It was agreed that the Parish Newsletter will only be issued when there is a significant project or news to broadcast. This is because much of the content duplicates what is already available on various websites and in the Gazette. It was suggested that occasionally the Chair provides a brief update purely on Parish Council business for the Hatley website. Cllr Pinney agreed this is a reasonable idea.
14. Parish Councillors will investigate options for a guest speaker to attend the Annual Parish Meeting due to take place on Tuesday 28th April. Refreshments will be made available and community groups will be encouraged to give presentations.
15. It was confirmed that no events are planned for VE Day celebrations on Friday 8th May 2020.
16. Play Area:
The Clerk advised that a grant application for the new Iktaz play tower will be submitted to the Amey Community Fund by the end of February. She recommended that the application also includes a see-saw to ensure the funding requirement of a minimum grant of £10,000 is met. The Clerk will provide members of the Play Area Working Party with full details of design options for the see-saw.
17. Speed Monitoring Sign:
Two replacement batteries are to be purchased, to arrive by mid-February. Until that time the sign will remain unpowered.
18. Public Access Defibrillator:
 - i. The Clerk confirmed receipt of the logbook details.
 - ii. Issues with the sensor light batteries were discussed and it was agreed that the supplier would be contacted for advice if the problem could not be resolved on further investigations. Chairman to action with the leader of the Defib Group.
19. Hatley Village Association:
 - i. The next event is the Quiz Night on 1st February. Concerns were raised about attendance numbers and the absences of the usual organisers. A flier will be circulated to help promote the event. The Coffee Morning continues to run on the first Tuesday of the month and remains popular. The proposed date for the Village Fête is Sunday 5th July but it can only proceed if someone agrees to take overall responsibility for organising the event. There are many helpers willing to take lesser roles. A celebration of the Village Hall's 60th anniversary may take place in 2020.
 - ii. The new internal doors in the village hall have been fitted and the invoice awaits payment. However, the FENSA certificate needs to be reissued as it states an incorrect address. Clerk to action.

20. Village Hall:

- i. A summary of final plans and intentions for improvements to the toilets and porch area and installation of hand rails at the front of the hall were shared. The Chairman gave thanks to everyone involved, particularly Peter Mann, for the amount of work undertaken for the grant application to the Mick George Community Fund. The current ladies toilets will be modified to include one ladies toilet and one unisex toilet, whilst the current gents toilet will be modified for access by disabled users and for use by both genders. A village hall user survey conducted in support of the application highlighted concerns regarding the height of the entrance steps. It was pointed out that the rear of the hall provides an alternative entrance for those who cannot use the steps. It was agreed, having reviewed the final plans for the proposed disabled toilet, that the hand dryer in the disabled toilet should be relocated to a position to ensure wheelchair users can position themselves close to the toilet.
- ii. The Parish Council did not resolve to close the meeting for the purpose of discussing quotations for the toilet project as the Councillors were notified that three further quotes remain outstanding. It was agreed that the decision would be put on hold until the next meeting, due 17th March.
- iii. As noted above (20ii) no discussion was required at this time.
- iv. As noted above (20ii) the meeting remained open to members of the public.
- v. As noted above (20ii) no decision was reached while the Council awaits receipt of further quotations for the project work.
- vi. The Clerk advised that hall bookings are quite low for this time of year.
- vii. The outstanding maintenance items were noted to be the alarm, ground clearance, window cleaning and a deep clean of the tables, all to be actioned in the coming months.
- viii. The Parish Council resolved to approve and implement the Village Hall Access Statement.
- ix. The Parish Council resolved to approve and implement the Volunteer Policy.
- x. The Parish Council resolved that the Village Hall capacity will remain unaltered regardless of any changes to the toilet facilities.

21. Correspondence:

- i. The Parish Council received a request from the No Expressway Group to support their campaign for the Government to abandon plans for an Oxford to Cambridge Expressway. The online petition is available for responses on an individual basis and no response will be given by the Parish Council.
- ii. The Parish Council received a request from the not-for-profit organisation Power for People to support the proposed Local Electricity Bill which, if made law, would empower local communities to sell locally generated clean energy directly to local customers by establishing a statutory Right to Local Supply. The Parish Council supported the Bill and agreed to submit a Hatley Parish Council resolution of support. Clerk to action.
- iii. The Clerk shared information relating to late correspondence received. This includes a thankyou letter from the East Anglian Air Ambulance Service for the donation and news of a consultation by Cambs Police, running from 1 to 29 February, relating to restructure of services to include new prison facilities and the relocation of staff to a new Police Hub outside the city of Cambridge.

22. Finance:

- i. **The Parish Council resolved** to approve the reconciliation of the bank statement with payments and receipts for the period October to December 2019.
- ii. The **Parish Council resolved** to approve the budget and precept calculation for 2020-21. The precept level will remain unchanged from its current level of £6,900. Cllr Eagle proposed and the Chair seconded this.

- iii. The Clerk advised that cheque number 100638 has not been sent to HMRC and has been struck through as cancelled. The payment is no longer required because of the offsetting of PAYE deductions and reimbursements.
- iv. The **Parish Council resolved** to approve the following payments:
 - *Emma Norris* – Hall damage deposit refunded (cheque 100611 issued 19.03.19) – £50.00
 - *Gamlingay and Hatley PCC* – HVA fête donation – £222.30
 - *Rebecca Mead* – Hall damage deposit refunded – £50.00
 - *K Wilde* – Printer purchase reimbursement – £116.69
 - *East Anglia Air Ambulance* – donation for September training session – £75.00
 - *Emma Giddings* – Hall damage deposit refunded – £50.00
 - *Allison Brennan* – Hall damage deposit refunded – £50.00
 - *Fire & Safety Solutions Ltd* – Annual fire equipment service – £57.00
 - *Royal British Legion Poppy Appeal* – Remembrance Sunday Poppy Wreath – £18.00
 - *Potton Windows Ltd* – Hall internal doors – £2,172.00
 - *M R L Astor* – Village Hall Water Rates June to December 2019 – £37.52
 - *Petty Cash to Hatley Post Office and Shop* – Village Hall cleaning items – £7.58
 - *K Wilde* – Salary payments January and February
 - *K Wilde* – Travel expenses and purchases reimbursed October to January – £193.23
23. It was confirmed that the Chair and Clerk had signed the Clerk's revised terms of employment ahead of the meeting.
24. The **Parish Council resolved** to hold the Ordinary Meeting in July on the second Tuesday of the month, being 14th July, and not on the third Tuesday of the month as usual.
25. To agree the time and date of the next meeting: **7.30 pm on Tuesday 17th March 2020.**
26. Time of meeting closure: 9.40 pm.