

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 20th October 2020

In attendance remotely via Zoom video/telephone conference call technology: Cllr M Eagle (Chair), Cllr M Astor (Vice Chair), Cllr N Jenkins, Cllr A Pinney, County Cllr S Kindersley, District Cllr H Williams, Clerk to the Council K Wilde and 2 members of the public.

1. Apologies for absence: Cllr H Nickerson.
2. Interests:
 - i. Declarations of interest: None.
 - ii. Dispensation applications: None.
3. The **Parish Council resolved** to approve the revised minutes of the Ordinary Meeting of the Parish Council held on 14th July 2020 and the minutes of the Extraordinary Meeting of the Parish Council held on 29th September 2020. The minutes will be signed by the Chair at the next possible opportunity. Cllr Pinney questioned whether the late revisions to the draft minutes of the meeting held on 29th September were valid and was dissatisfied that the revision had not been shared with more notice. The revisions were accepted. Cllr Pinney questioned whether future meetings should be recorded. The Chair is happy with current arrangements whereby minutes are hand written by the Clerk only.
4. Matters arising: None.
5. Questions from the public: A member of the public questioned whether any progress has been made regarding the cutting back of the trees and bushes at the East Hatley junction for road safety reasons. The Clerk will reissue the letters to the landowners although the letters sent last year suggested an open-ended arrangement and as such the work can proceed. Another member of the public gave thanks to Cllr Jenkins for sharing information relating to recent car thefts. Cllr Pinney raised concerns about the condition of New Road following recent highway work, explaining there is a significant hole which has only been patched with tarmac scrapings which will not last. Cllr Pinney agreed to report this to County Highways via the online reporting tool.
6. Councillor reports: Cllr Kindersley provided details of a new consultation on the routing and stacking of air traffic to Luton Airport which may impact the area surrounding Gamlingay, urging the Parish Council to make residents aware and to respond to the consultation (closing date 5 February 2021). The County Council met to discuss four motions in the last week, all of which went forward. These were: 1. Petition to Government relating to a £28m deficit on special educational needs, 2. Condemnation of antisemitism, 3. Making utility companies responsible for better mapping to prevent future delays to highways improvements as a result of unmapped and unknown underground utilities, 4. Seeking further school funding from Government. A Government grant of £1.6m has been awarded for improvements to school premises. The Fire Authority is giving a £50 bonus to employees in recognition of their extra efforts during the current Covid-19 pandemic. Recruitment continues locally for on-call fire fighters. Cllr Jenkins asked County Cllr Kindersley to share his views on the Government's 'Planning for the future' public consultation. He confirmed he is not supportive of algorithms used for planning and is concerned it may push more housing into the country and not towards urban planning. County Cllr Kindersley left the meeting.

District Cllr Williams provided an update on Parish Council covid-19 grants, giving examples of how the money may be used. The Parish Council was encouraged to respond to the Government's planning White Paper (agenda item 8.1.) and was offered assistance with its response. It was confirmed that the planning application for Barn Farm, East Hatley, remains undetermined. Investment by the District Council into commercial office ventures are of concern due the impact of Covid-19 on the demand for business units.

7. Churches:

i. St Denis'

The Chair gave thanks to the volunteers who organised and hosted the Heritage Open Day and was pleased to learn that a grant has been received by the Friends of Friendless Churches to proceed with restoration work to the windows. Cllr Jenkins advised that a report has been shared with all Councillors ahead of the meeting, summarising the planning permissions required from SCDC and noting the deadline of 31st March 2021 for the completion of the work, as set by the grant provider. The planning application has not yet been validated but District Cllr Williams offered to keep an eye on this application to advise when it has been validated.

ii. Hatley St George

No report had been provided but Cllr Jenkins advised that the church had also been open as part of the Heritage Open Day and gave thanks for the volunteers for their ongoing assistance. There has been no progress by the Task Force for repair projects as they are awaiting instructions, which have been delayed due to other priorities during the current pandemic.

8. Planning:

i. The **Parish Council resolved** to respond to the Government's 'Planning for the future' consultation. Councillors views will be collated and submitted by the Clerk.

ii. Cllr Jenkins shared the remaining consultation event dates for Gamlingay's Draft Neighbourhood Plan. It was noted that there was no mention of Hatley in the plan in relation to proposed cycle paths. Cllr Jenkins questioned whether there might be scope to consider a cycle path between Hatley and Gamlingay in the future and commented that there could have been more positive suggestions for new houses to have maximum insulation and incorporate renewable energy sources where possible. It was agreed that the Councillors would respond to the consultation individually.

iii. The Chair provided an update on the East West Rail project, having attended a remote meeting hosted by MP Anthony Browne. An East West Rail community hub is due to be launched which will provide updated documents, timelines and maps. Local liaison forums may also be launched to encourage public engagement during the next stages of the project. The precise route has not yet been determined but it is known the line will enter Cambridge from the south. During the discussion it was stated that the line is not likely to address local 'rat runs' through towns and villages in the area and it will not carry freight. The East West Rail will provide a fast service into Cambridge via Cambourne, with a park and ride service at that station, whilst the proposed Metro service will provide an all-stops service into Cambridge. The impact on housing developments in the area was not covered at this time but details will be published publicly and submitted via the Secretary of State in due course.

iv. There were no other planning items to note.

9. BT's consultation:

i. The Clerk confirmed that South Cambs District Council supports the Parish Council's objections to the removal of the BT public phone services in East Hatley and Hatley St George.

- ii. The Clerk shared details of SCDC's comments it intends to share with BT which suggested, based on Ofgem data, that Hatley has good mobile network coverage across more than one service provider. This contradicts local knowledge and experience and therefore a request is to be made to SCDC to revise its comment before responding to BT. A request will also be made to SCDC to revise its statement that the East Hatley phone should be retained for emergency use and the Hatley St George phone should be retained as an emergency and payphone service (i.e. to remain as they have been for the last few years). **Clerk to action.**
 - iii. The **Parish Council resolved** to undertake a parish survey to obtain a truer picture of mobile network availability and service issues. The results are to be shared with MP Anthony Browne as well as the network providers in an attempt to improve the service levels in the Hatley area. **Chair and Clerk to action.**
10. The **Parish Council resolved** to apply for SCDC's Covid-19 Grant of £100 which will be used to assist the Hatley Coronavirus Support Group in the coming months. The funds will be held in the Parish Council's bank account, administered by the Clerk. **Clerk to action.**
 11. The community Litter Pick will be taking place on Sunday 25th October, as planned. The equipment collection will be arranged with SCDC by the Clerk. Thanks were given to Peter Mann for producing the flyers. **Clerk to action.**
 12. The Three Free Trees project will resume, having been put on hold in March because of Covid-19. Cllr Astor will investigate supplies and costs, with the intention of purchasing two apple trees to meet the budget set by SCDC. **Cllr Astor to action.**
 13. Speed Monitoring Sign and Parish Survey on Speed Limit Reduction:
 - i. The Chair shared details of the recent speed survey, with a good volume of responses received from both villages. There is a clear desire for the speed limit to be reduced and a number of other solutions were also proposed. Many residents expressed an interest in forming a Speedwatch team and the Chair will contact those residents so that they can collectively take the next steps to contact South Cambs police and form a community team. **Chair to action.**
 - ii. In addition to helping residents form a Speedwatch team, data is still due to be taken from the sign. It was agreed this will be actioned the next time the sign is relocated. The Chair will pass the completed forms for the speed limit reduction survey to the Clerk to be collated and shared on the Hatley website. **Chair and Clerk to action.**
 - iii. There were no other items to note.
 14. Play Area:
 - i. Recent inspection reports have been received from the Chair and Cllr Jenkins. There are regular issues with the bin bag not remaining in place and the netting on the play tower continues to fray.
 - ii. The Clerk will investigate alternative bin designs that are lidded and in the meantime the Chair will find a temporary solution to secure the bag to the bin. The Clerk will assess the play tower netting with Cllr Nickerson to see what repair work is required. **Chair and Clerk to action.**
 15. Public Access Defibrillator:
 - i. The Clerk confirmed that the logbook details have been received up to the end of September.
 - ii. No action required.
 16. Website Accessibility:
 - i. Improvements have been made to the website in relation to colours and contrasts to make it more accessible to users. It was agreed that it would be beneficial for the website to be reviewed by disabled users who might find other visual issues not already considered.

- ii. The Clerk will compare the published Accessibility Statement with the Web Content Accessibility Guidelines (WCAG) 2.1 and the Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018 to check that it fully meets the Government's requirements. **Clerk to action.**
17. Hatley Village Association:
- i. The application deadline for the Amey Community Fund grant is 15th November. Three new quotes must be obtained to exclude the handrails work, one of which is still being sought. The application will be shared with the Councillors for their comments prior to submission and a number of supporting documents will be required from the Clerk.
 - ii. The installation of the handrails has been set back because of supply and delivery issues. It is now hoped this work will proceed in mid-November. The Clerk informed the Parish Council that Awards for All has granted a 12-month extension for the completion of project work relating to their grant.
18. Village Hall:
- i. The **Parish Council resolved** to accept minor revisions to the Equality and Diversity Policy and the Safeguarding Policy to meet the requirements of the Amey grant application. The documents will be reviewed in full during next year's Annual General Meeting.
 - ii. The Clerk shared details of recent hall hire enquiries which will continue to be considered on a case by case basis to ensure compliance with the latest Covid-19 regulations.
19. Correspondence:
- i. Cllr Jenkins proposed that Hatley residents join the Gamlingay Neighbourhood Watch scheme. It was agreed that this need not involve the Parish Council and that information about joining the scheme could be shared with residents via Facebook and the Hatley website.
 - ii. The Clerk shared suggestions received from South Cambs Police relating to scaled down Remembrance Day services due to Covid-19. It was agreed that the Parish Council would take the lead from Gamlingay Parish Council as usual for the Gamlingay Memorial Service.
20. Finance:
- i. The **Parish Council resolved** to approve the reconciliation of the bank statement with payments and receipts for the period 1st July to 30th September 2020. The Clerk explained the difference, being uncleared cheque payments.
 - ii. The **Parish Council resolved** to approve the following payments:
 - *K Wilde* – Salary payments October, November and December
 - *K Wilde* – Overtime July to September – £97.20
 - *K Wilde* – Reimbursement for Village Hall heating oil – £126.58
 - *K Wilde* – Reimbursement for Village Hall hand rails project – £97.56
 - *K Wilde* – Reimbursements for office and travel costs July to October – £111.00
 - *Society of Local Council Clerks* – Annual membership fee (Amount determined following agenda item 23) – £92.00
 - *M Lack* – Reimbursement for Village Hall hand rails project – £80.16
 - *npower* – Direct Debit 11.08.20 – £43.70
21. Time and date of the next meeting: **7.30 pm on Tuesday 19th January 2021.**
22. The **Parish Council resolved** that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business due to be transacted, the press and public were temporarily excluded and were instructed to withdraw from the meeting whilst matters pertaining to item 23 were discussed.
23. Details of the Clerk's appraisal meeting were shared by the Chair and the **Parish Council resolved** to amend the Clerk's terms of employment in relation to pay scales.
24. The meeting was re-opened to the press and public but no-one joined the meeting.
25. The meeting was closed at 9.42 pm.