

# Hatley Parish Council

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## Minutes of the Ordinary Meeting of Hatley Parish Council held in Hatley Village Hall on Tuesday 19th March 2024

PRESENT: Cllr Paul Kraus (Acting Chair), Cllr Harold Nickerson, Cllr Samantha Abbasi, Clerk to the Council Kim Wilde, County Cllr Sebastian Kindersley, District Cllr Heather Williams (arriving late) and three members of the public.

### ACTION BY

1. WELCOME AND STATEMENT OF MEETING PROTOCOL  
Welcome and reading aloud of the meeting protocol by Cllr Kraus.
2. APOLOGIES FOR ABSENCE  
Received from Cllr Micky Astor.
3. INTERESTS
  - i. Declarations of interest: None received.
  - ii. Dispensation applications for items on this agenda: None received.
4. PREVIOUS MINUTES  
The **Parish Council resolved to approve** the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 16th January 2024 and they were signed by Cllr Kraus.
5. MATTERS ARISING  
The Clerk confirmed outstanding business from the previous meeting, being the signing of her employment contract and the revision of the HVA's terms of reference. Clerk
6. OPEN MEETING FOR MEMBERS OF THE PUBLIC TO ADDRESS QUESTIONS TO THE PARISH COUNCIL  
Cllr Abbasi shared details of issues that were raised by two residents when she attended the recent Hatley Coffee Morning. The first related to parking problems in the layby in East Hatley. This had been discussed at a previous Parish Council meeting where it was agreed that it is not an issue the Parish Council can resolve, as it has no authority relating to the highway or land it does not own. At the previous meeting District Councillor Williams had agreed to investigate the land ownership of the layby and therefore it was this response that remained outstanding. The resident had been informed by a previous Cllr that this is not a Parish Council matter, however the Clerk will remind the resident of this once an update is available from the District Councillor. County Cllr Kindersley advised that the District Council does not usually issue parking restrictions for its tenants. The second suggested issue was poor acoustics in the Village Hall, with the suggestion that the ceiling is lowered. The Clerk advised there have been no complaints about acoustic issues from any hall hirers over the years, with the hall being used for a range of purposes including presentations, public consultations and the recent quiz night. As the budget has been agreed for 2024/25 it was suggested that this issue Clerk/  
Cllr Williams

is considered in full by the Parish Council at a meeting later this year, to determine whether there is indeed an issue, whether there is support for such a sizable project and how best such a problem can be resolved.

Clerk

7. COUNTY AND DISTRICT COUNCILLOR REPORTS

County Councillor Kindersley's report was received by the Councillors ahead of the meeting and no questions were raised by the Parish Council. Cllr Kindersley asked the Parish Council to gauge public interested at the annual parish meeting regarding holding all council meetings in a hybrid format, to encourage remote participation from members of the public who do not wish to step outside of their homes for the meetings. This would also enable the County and District Councillors to reduce their time spent travelling to many other council meetings each month, thereby also reducing their environmental impact with fewer journeys. The Parish Councillors were reminded that participation at meetings was generally higher during the period of Covid-19 restrictions. A member of the public suggested that more people may have had access to the necessary technology at that time due to home working, which may not be the case now. The cost of technology to enable the Parish Council to offer hybrid meetings would also need to be considered.

Clerk / All  
Councillors

Cllr Kindersley reported that at the Full Council Meeting earlier in the day a motion to write to the Government for more support for veterans in the local area was unanimously supported. A report from the Fire Authority Chair has confirmed following the breakdown of the shared control room with Suffolk it is possible that 3 on-call fire stations may close to reallocate finances to support the independent control room. It has been suggested that the force could consider employing roaming fire attenders as an alternative to on-call stations. This would allow the fire attenders to be employed where there is greater demand. Potholes remain to be a significant issue, especially in East Hatley, where one section is now due to be kerbed to help address the sitting water. Members of the public need to be aware that potholes must be reported online to the Highways team for repair. The Clerk confirmed having shared the link on the Hatley Facebook page and will do so again, also sharing details with the Parish Councillors.

Cllr Kraus enquired whether Hatley residents have access to the Royston recycling centre. Cllr Kindersley advised that residents need to apply via the Hertfordshire County Council website, and that full details can be found in the Gamlingay Gazette.

A member of the public commented on the state of the numerous potholes on Church Street in Gamlingay, which is due to be resurfaced, and asked whether Station Road and Hatley Road would be included in the improvement work. Cllr Kindersley explained that those roads have been noted but are not in the top 25 of roads due to be improved in the coming year. The available funding in the next year is £325K, whereas £300M is required to deal with all of the roads needing improvement in the county. The member of the public felt that comments relating to improvements to Hatley Road as stated in the previous Parish Council meeting were misleading.

District Cllr Williams was not present at this time, arriving later to give her report (following agenda item 26.)

County Cllr Kindersley left the meeting.

8. INCOME RECEIVED 01.01.24 TO 29.02.24

- The Clerk shared details of receipts, which in addition to hall hire monies included funds raised by the Hatley Village Association at the Quiz Night, Pop-Up Pub and recent Coffee Mornings.
9. **RECONCILIATION OF THE CASHBOOK WITH THE BANK STATEMENT FOR THE PERIOD 01.01.24 TO 29.02.24**  
The February bank statement and cashbook were shared with the Parish Councillors ahead of the meeting, with the difference explained by three uncleared cheques. The **Parish Council resolved to approve** the reconciliation of the finances.
10. **PAYMENTS FOR APPROVAL**  
The **Parish Council resolved to approve** the following payments:
- i. *K Wilde* – Reimbursement for The Metal Foundry royal plaques – £139.90
  - ii. *K Wilde* – Reimbursement for Tanya Batteries speed sign battery – £84.92
  - iii. *K Wilde* – Office expenses – £11.70
  - iv. *K Wilde* – Travel expenses – £15.21
  - v. *K Wilde* – Overtime payment January 2024
  - vi. *H M Revenue and Customs* – PAYE for January overtime payment
  - vii. *K Wilde* – salary payment March 2024
  - viii. *H M Revenue and Customs* – PAYE for salary payment March 2024
  - ix. *Abacus Oil Experts* – Village Hall annual boiler service and parts - £182.40
  - x. *D Gillett* – Return of Village Hall hire deposit – £50.00
  - xi. *O2* – Mobile phone contract January 2024 – £20.40 (D/D)
  - xii. *O2* – Mobile phone contract February 2024 – £20.40 (D/D)
11. **INTERNAL AUDIT SERVICES 2023/24**  
The **Parish Council resolved** to use LGS Services Ltd to undertake the annual internal audit for financial year ending 31.03.24.
12. **PARISH COUNCILLOR VACANCY**  
The Clerk provided formal notification that as of 30.01.24 the Parish Councillor vacancy must be filled by co-option. Cllr Abbasi attended the recent Hatley Coffee Morning to encourage residents to consider coming forward for the vacancy, but without success. Those who were most interested in the Parish Council had already served on the council. The Parish Councillors will need to continue to seek a new council member.
13. **HIGHWAYS AND SPEEDING**
- i. The Clerk advised that the Local Highways Improvement project would be proceeding as per the design that was discussed at the Parish Council meeting in January. Since that meeting, Cambridgeshire County Council had agreed to fix the contribution due by Hatley Parish Council, being the sum that was originally proposed in the LHI application. The project now also includes the additional hazard sign for road users who approach the Thatched Lodge bend in an easternly direction. The Parish Councillors were very pleased with this outcome. The work will commence following a public consultation due to be organised by Highways, providing support is received from the local community.

All  
Councillors

- ii. As one of the key volunteers is moving away from Hatley the Clerk explained the duties that would need to be covered to enable the continuation of use of the mobile speed data sign. Cllr Kraus offered to take on the duties relating to the recharging and switching of the battery for the sign. A member of the public said she would consider helping with the movement of the sign across the parish (to be confirmed). Cllr Nickerson may need to seek a new member for the Speedwatch team.

Cllr Kraus /  
Cllr Nickerson  
/ Clerk

#### 14. HATLEY VILLAGE ASSOCIATION

- i. The Clerk reported, in the absence of the HVA's co-Chairs, that the recent Quiz Night had been very successful. A Pop-Up Pub is due to be held on Friday 22nd March, however no other events are planned. The HVA will confirm following their next meeting whether the fete will be held this year.
- ii. A summary of the HVA's income, expenditure and holdings of cash and stock were shared via the Clerk ahead of the meeting. Cllr Abbasi met with the HVA's treasurer to check the finances were in good order and made some recommendations relating to adjustment notes, for the benefit of anyone looking at the accounts in the future. The Clerk also shared details of the HVA's banked funds.

#### 15. VILLAGE HALL

- i. The Clerk gave a summary of recent hall hire and future bookings, which remain very low for this time of year.
- ii. The Clerk confirmed there have been a number of obstacles relating to the installation of Broadband, caused by both Openreach and BT. A final survey is due to be undertaken by Openreach which will then allow BT to proceed, hopefully in the next few weeks. There was a discussion about the most suitable location for the router. The Clerk will advise once a date has been set for the installation work so that guidance on the location can be given on behalf of the Council, if necessary.
- iii. The Clerk confirmed that a meeting took place in late January with two representatives of Cambs County Council to consider whether the Village Hall could provide a suitable space for a future preschool setting, and to determine what modifications might be required. The Clerk has shared their follow-up report with the Parish Councillors. No further action or discussion is required at this time because their team is reviewing the projected demographics before deciding if an additional preschool is in fact required in the Gamlingay/Hatley area.
- iv. The Clerk advised that a survey of the hall also took place, being an audit of community buildings undertaken by Cambs Acre on behalf of South Cambs District Council. The findings of the survey will be shared when available. Low rated buildings will receive financial support for improvement from SCDC.
- v. The Clerk confirmed the annual service of the boiler took place in February.
- vi. The Clerk shared details of a number of volunteering duties that need to be covered at the Village Hall. Cllr Abbasi offered to wind up the clock on a fortnightly basis. The Clerk has

organised help from a resident with regard to checking the oil tank. The Clerk will diarise to book the annual boiler service each winter and the window cleaning each spring and autumn. The bins will need to be taken out and returned following events where the bins have been used – there was a suggestion this could be carried out by volunteers who visit the hall for other duties, however a solution was not finalised at this time.

- vii. The Clerk requested permission to organise a carpet clean, as it was recently reported as being sticky in places. Any areas that show signs of wax will be dealt with in advance. The Parish Councillors had no objections.
- viii. The Clerk had been informed by a hall user that the external bin at the front of the hall had become deteriorated at the base causing litter to fall out. On closer inspection today the Clerk found the base to be fine but the bin bag was missing. The Clerk has made contact with SCDC's waste team and will consider what can be done to ensure the bag remains in place for use.
- ix. There was no other business to consider.

#### 16. PLAY AREA

- i. Cllr Nickerson reported, following his inspection of the play area at the end of January, that the play area bin is being mis-used by the dog walkers who visit the area. A full inspection did not take place in February, however the Clerk did visit the play area on 17th February to place new signage and found nothing notable to report during that visit. The March inspection is not due until the month end.
- ii. The Clerk has placed new signs on the waste bin located in the play area to remind dog walkers that they should not be walking dogs in the play area, nor should they use this bin for their dog waste bags. The signs direct them to use the correct dog waste bin located close to the parking layby, which is cleared weekly by the District Council.
- iii. Cllr Kraus enquired about the recent quotes the Clerk has received relating to new play equipment. The Clerk confirmed this business is on hold, awaiting the implementation of the LHI speeding reducing project first. There were no other matters to consider.

#### 17. PLANNING

There were no planning applications or issues to consider.

#### 18. PUBLIC ACCESS DEFIBRILLATOR

- i. The record book update has been received by the Clerk.
- ii. There were no other matters to consider.

#### 19. CLIMATE ACTION

The Clerk advised that Cllr Astor was due to discuss electric car charging points with another parish and will hopefully be able to report back at the next meeting.

#### 20. COMMUNITY LITTER PICK

The Clerk confirmed the equipment had been delivered today to the Post Office. It was suggested that the attendees collect the equipment direct from the Post Office on Sunday morning. The Clerk agreed to share details for the event on the Hatley Facebook page.

21. **BEATING THE BOUNDS COMMUNITY EVENT**  
Leaflets promoting this event are expected to be distributed by the end of this week. There will be a 12 mile walk and two shorter walks, with nature talks being held at 4 points along the route. Refreshments will be served at the Village Hall for those who complete the walk.
  22. **CAMBRIDGESHIRE COUNTY COUNCIL'S CHANGES TO HIGHWAYS OPERATION STANDARDS FOR WEED CONTROL**  
The Parish Councillors had mixed views of the use of chemicals for weed prevention, however in the absence of an alternative plan to tackle weeds on the verges and highway, the **Parish Council resolved** to remain in the County Council's programme for weed control.
  23. **GREATER CAMBRIDGE SHARED PLANNING'S TRAINING EVENT**  
The Clerk has received an invite to attend a training event focusing on planning. It was agreed that the Clerk should request information following the event but need not attend, as planning has not been a significant issue in Hatley for a number of years and the Clerk's time would be better spent on current and pending projects.
  24. **COMBINED AUTHORITIES SURVEY ON ELECTRIC VEHICLES AND CHARGING POINTS**  
The survey was shared with the public via the notice boards and on the Hatley Facebook page to encourage local responses. The Councillors may opt to respond on an individual basis. The subject of charging points will be back on the agenda for discussion later this year.
  25. **CAMBRIDGESHIRE COUNTY COUNCIL'S SURVEY ON NATURE RECOVERY**  
The Councillors were given the opportunity to respond as a group or individually and they opted for the latter. The survey content was considered to be too complex and personal to allow a group response, plus not all Councillors felt they had the expertise to provide a response on behalf of the Parish. The survey was shared on the Hatley Facebook page to allow residents to share their own views.
- District Councillor Williams joined the meeting.
26. **CORRESPONDENCE RECEIVED**
    - i. The Clerk shared details from Arthritis Action which offers online support sessions.
    - ii. Arthur's Shed diary of events for March and April will be placed on the notice board inside the hall.
    - iii. Gamlingay Parish Council intends to submit an A428 legacy funding application to support the West Cambridgeshire Hundreds/Greensands Ridge biodiversity audit and action plan. Hatley's Councillors agreed there is already a great deal of focus in East Hatley and Hatley St George on biodiversity

and conservation projects and therefore they do not wish to be kept in the loop, as offered.

District Councillor Williams was invited by the Chair to discuss her report. The District Council has approved a council tax increase, although Cllr William's preference was for a tax freeze, and she also objected to the recently voted increase in councillors' allowances. Cllr Williams has been pushing for more action on fly-tipping and an end to the 4 day working week at SCDC. The suggested cost savings for the 4 day week are not quite as they had been hoped for, under closer interrogation, and there remains no sight of any business plan. A full report on the 4 day working week is due to be issued in July, however no date has been suggested as to whether a vote will take place on this matter. Cllr Williams remains concerned by the staff surveys being relied upon to measure the effectiveness of the 4 day week, as it focuses on 'staff satisfaction' levels from those who directly benefit from a day's paid leave each week. Further concerns are the changing parameters to measure the impact, the absences of an audit format and comparative data, and the fact there has still been no full council debate or vote. Rent increases on 'affordable rent' properties are impacting other areas of support at the District Council. Cllr Williams urges people to get in touch if they are struggling financially and need help from the District Council.

27. CHURCHES

- i. Nicola Jenkins shared a report on St Denis' Church with the Parish Council ahead of the meeting. The report will be available on the Hatley website. The design for a new east window has been approved by the trustees. It will be in keeping with the Victorian colours and style used by the original stained-glass artist, Alexander Gibbs. Permission has been sought from the Friends of Friendless Churches to be able to share details of the new design.
- ii. There were no updates for Hatley St George Church.

28. TIME AND DATE OF THE NEXT MEETING

The **Annual Parish Meeting at 7.00pm on Tuesday 21st May 2024**, immediately followed by the **Annual General Meeting of Hatley Parish Council**.

29. TIME OF MEETING CLOSURE

The meeting closed at 8.57pm.