Hildersham Parish Council

Clerk: Mrs. PM Harper

17 Lewis Crescent, Great Abington, Cambridge CB21 6AG

**The Annual Meeting of Hildersham Parish Council was held on Tuesday 8th May 2018, in Hildersham Village Hall.**

**This meeting followed the Annual Parish Meeting.**

**Those present at the meeting were:** Mr Mark Logan, Mr Rob Clay, Mr Darren Long, Mr John Myer, County and District Councillor Henry Batchelor, District Councillor John Batchelor, two members of the public and Paula Harper (Clerk).

**Meeting started at 7.10pm**

**1. Election of Chairman- Rob Clay proposed Mark Logan, which was seconded by John Myer, with the support of all councillors.**

**2. Signing the declaration of acceptance of office by the Chairman.** This was signed and witnessed by the Clerk.

**3. All councillors to sign new declaration of acceptance of office forms and to complete a register of members interests forms.** These declarations were all signed and witnessed by the Clerk and most of the interests forms were completed.

**4. Election of Deputy Chairman – Mark Logan proposed Darren Long, which was seconded by Rob Clay with the support of John Myer.**

**5. Apologies –** Carol Sinclair the Tree Warden was unable to attend.

**6. Do any councilors have any interests to declare in items to be discussed during the meeting? Has the Clerk granted any dispensations under section 33 (1) of the Localism Act on the basis set out under section 33 (2)?** None were declared or granted.

7. **Open Forum for Parishioners to make comments or raise items.**

No matters were raised.

**8.The minutes for the meeting o**n 10th April 2018 were approved and signed.

**9. Feedback on actions from the last meeting**

a) Update on getting power supplied to the Beech Row street light. The lights were working at last after months of delays.

b) Removal of the metal in the ground near the allotment bungalow. This had not been removed yet.

c) A letter had been sent to Hildersham Village Hall Trust, care of Jenny Logan, advising them about the funds earmarked the council had been accumulating for the village hall refurbishment/rebuilding.

d) Options to improve the muddy entrance areas at the gates to the recreation ground and the park. Plainings and paving slabs were discussed as options. Councillors agreed to try plainings as these seemed to be available for the Highway Dept, although a membrane would be required below them. **Action Clerk** to contract the Highway Officer about getting plainings and then get a price from Ian Blackman to go the work.

e) Quote to get the low hanging branches removed along the footpath at the back of the Recreation Ground and a tree cut down and branches trimmed on Towne Green, Alexander Talbot had quoted £550 to cut back the trees along the footpath running alongside the back ditch and £275 to remove one tree and do some work to trees on Towne Green.

**Darren Long proposed accepting the quotes and John Myr seconded the motion with the support of all councilors.**

f) Ditchwork quotes. The Clerk had made no progress finding contractors. **Action Clerk:** to try contacting Joshams in Saffron Walden for a price.

g) Feedback on getting a meeting with the Highway Officer to discuss the road in front of the Village Hall. There had been no response to the Clerk’s requests for a meeting.

h) Request to get the village paths swept. This would happen in June.

**10. Neighbourhood Plan**

a) An update – there was no news

**11. Update from the Village Hall Charitable Trust.**

a) The group had enough income to maintain the hall. They may require funds to replace the windows in the toilets and to undertake repairs to the outside of the building. The hall was sinking at each side and a parishioner suggested that it could be fixed by jacking them up and putting in extra supports.

The meeting was reminded that during the planning application process some years ago a structural engineer said the hall had some life left in it but that it wouldn’t last indefinitely.

**12. Pear Tree pub**

a) The Asset of community value (ACV) renewal should be on the September agenda as it expires in October.

**13. Village Maintenance**

a) Clearance of the long ditch on the Recreation Ground. **Action Clerk** to get quotes from contractors.

b) Report on the condition of the village assets and to decide who would b responsible for the assets in the coming year: benches, bus shelters, village signs, kiosk, play equipment, Recreation Ground and allotments.**Action Councillors** to check the assets they responsible for and report back to the council meeting.

**14. Community Land Trust (CLT)**

Investigations continue on the appropriateness of this scheme for the village. Mark Logan, John Myer and Darren Long met with an expert in the CLT, which seems to be a club (invest in it and receive grants). The field at the top of Beech Row is the land under consideration for the scheme. The club can own the new village hall and any houses built, set the rents and manage these assets, but individuals cannot profit, as profits need to be plough back into the assets.

Planning depts like CLTs which can take three forms:

1. Clubs that get money to fund properties and instruct builders and get the income, which would be a lot of work.
2. More commonly partnerships with housing associations are established. The CLT charge land rent and the rest is managed by the housing association. The down side is the right to buy through housing associations, which can have restrictions applied to the properties.
3. The third option would be to work with a developer to build the housing and then sell a percentage and have the remaining houses managed by the CLT and funds used to build a village hall, which had been done in Stretham.

SCDC had no obligations for social housing to be build when the development was less than 11 houses.

The CLT advisor suggested the council set upa working party with her assistance, with the aim of creating housing for local people and capital to fund a village hall. The working party’s aim would be to scope out how this could work. A public meeting would be held to invite anyone interested within the community to get involved. East Cambridgeshire District Council had set up a separate company to borrow £40 million from the Cambridge Mayors housing fund.

**Action: Clerk** to ask the Charity Commission if the land can be transferred into a Rural Exception site or CLT to house local people in perpetuity.

**15. Allotments**

**a)** Update on discussions with possible fencing contractors. Mark Logan met with Mr Baker this evening to clarify the councils requirements about the type of fencing required, the number of gates needed and that the fencing must be dug into the ground ; a further quotations would be supplied.

b) Feedback on the possible installation of an additional tap. The fencing contractor had not been asked to dig a trench for the tap pipe work.

c) The pest control contractors had laid down bait for the rats in areas that rat activity was evident. It was noted that the birds of prey that had been kept on the allotments had been removed by the allotment holder, as requested by the council.

**16. Play area**

a) Update on the order for the new play equipment. The equipment had been ordered.

b) RoSPA Report received for the play area and only three low risk items noted as a result of wear and tear on the equipment.

**17. Correspondence**

a) Request for the Brownies to use the Recreation Ground in the summer for an evening. Councillors had agreed to this request on email.

b) The annual audit would be taking a different form this year with councils with an income and expenditure of less than £25,000 in the year being given the option to complete and sign a certificate of exemption; this would mean still completing the annual return but only send the auditor a copy of the notice of public inspection and the contact details for this council. The Clerk and Chairman completed and signed the certificate of exemption.

c) NALC – notification of the Clerk’s annual pay increase. **Darren Long proposed the Clerk’s pay be increased in line with the NALC pay ward, which was seconded by John Myer with the support of all** **councillors**; the Clerk will now be paid £10.65/hour with affect from April 2018.

**18. Finance**

a) The council authorised the payments and approved the financial statement dated 08.05.18; **this was proposed by Rob Clay and seconded by Mark Logan, with the support of all councillors.**

b) Bank charges had been made as funds had not been transferred into the account before cheques were cleared.

c) The Council reviewed, accepted and agreed to sign off the financial year end figures in the receipt and payments for 2017-18; **this was proposed by Rob Clay and seconded by Mark Logan, with the support of all councillors.**

d) The council was unable to complete the annual governance statement and accept the accounting statement on the annual return until the internal auditor had done her checks and reported back to the council.

e) The public inspection period for the audit would run from 4th June to 13th July; the notification had been posted up.

f) The council authorised the Clerk to use Michlle Arnold as the internal auditor **;this was proposed by Rob Clay and seconded by Mark Logan, with the support of all councillors.**

**19. Planning applications**

S/1209/18/LD/FL - Mr & Mrs Ricketts, Burford House, High Street

Replace doors and windows and replace covering studs in kitchen

Parish Council recommended approval

S/0674/18/FL – Mr Sinclair, Willow House, High Street – replacement of damaged garden shed

Parish Council recommended approval with some comments about the size of the shed

**20. Items for the next meeting’s agenda on 10th July 2018.**

Keith Day to be invited to update the council on the Parish Nurse scheme, reports on the condition of the assets, dog poo bins

**21. Open Forum for Parishioners to make comments or raise items**

**Darren Long proposed Jenny Logan as the council’s trustee on the Village Hall committee which was seconded by Rob Clay with the support of all councillors.**

**Meeting closed at 8.00m**