

A zoom video conference Meeting of Hildersham Parish Council Annual General Meeting was held on Tuesday 14<sup>th</sup> July 2020.

Members of the press and public were advised of the zoom website (zoom.us), joining information. Alternatively, people were invited to send questions or comments to the Clerk before the meeting.

**Meeting started at 7.31pm**

Present: Mark Logan, Rob Clay, Darren Long, County and District Councillor John Batchelor and the Clerk, no members of the public.

**20. Apologies** -District Councillor & County Councillor Henry Batchelor, Peter Cousins and Billie Chapman had sent their apologies,

21. Do any Councillors have interests to **declare in the items to be discussed during the meeting? Has the Clerk granted any dispensations** under section 33 (1) of the Localism Act and the basis is set out under section 33(2)? No interests were declared

**22. Open Forum for Parishioners to make comments or raise items** - no comment or issue were raised

**23. The minutes of the last meeting of 12<sup>th</sup> May 2020 were approved.**

**24. Report from District Councillor and County Councillor Henry Batchelor** – report circulated by email. Did not attend the meeting.

**25. Report from District Councillor John Batchelor** –report circulated by email. Modelling of the proposed road updates had shown traffic lights at the Hildersham/A1307 junction would hold up traffic on the A1307 and there had been a problem purchasing the extra traffic light required. This junction would be looked at again to find another proposal, which the community would be consulted on. The proposed bus lane from Partlow Crossing Road to Linton required the purchase of extra land. The proposed P & R at the Bartlow Crossing has been dropped. The Government has asked Local Authorities to prepare for local lockdowns, as a second wave of COVID 19 infection could be just a few months away, with autumn/winter expected to be a very dangerous time. Due to COVID 19 there had been no building therefore the five year Local Plan homes target would not be met. A shortlist of the sites selected for the next Local Plan would be published in September. The cycleway to Hildersham would be completed at the same time work was done on the Hildersham junction..

**26. Feedback on actions from the last meetings**

- a) Bench for allotment donated by parishioner- Bench repaired and installed. Rob Clay was thanked for all his work.
- b) The dead beech trees on the triangular piece of land at the junction of Beech Row/A1307 had been reported to the Highway Officer multiple times. **Action: Clerk** to email again and copy in Henry Batchelor.

- c) Update on moving the 'Slow Down' sign at the brow of the hill before the High St/Balsham Rd crossroads **Action: Clerk** to email again and copy in Henry Batchelor.
- d) Intelligent bus stop signs would be installed at both bus stops at the time work was done at the A1307 junction by the Greater Cambridgeshire Partnership.
- e) Update on fence repair- contractors waiting concrete pillars

## **27. Covid 19**

- a) Update on work of Support groups – Billie and David Mercer had been collecting peoples' prescriptions twice a week. Lots of shielding people were now doing their own shopping.

## **28. Adopt updated Financial Regulations**

- a) The current NALC version of Financial Regulations has been circulated to Councillors. **Darren Long proposed the Financial Regulations be adopted which was seconded by Rob Clay with the support of all Councillors.**

## **29. Village maintenance/allotments**

- a) Residents had suggested that oak bollards be installed on Town Green to stop corners being eroded by vehicles. Mark Logan met with David Mercer and David Seddon who suggested posts be installed at the Blench Lane end of Towne Green. Bollards at a cost of £23/each with half metre spikes had been found on-line. **Mark Logan proposed the David Mercer and David Seddon fund £100 towards the post of the bollards and arrange their installation, if the Council buy the bollards which was seconded by Darren Long with the support of all Councillors.** **Action: Clerk** to purchase the bollards at a cost of £120.00
- b) No update on parking problem in Meadowlands.
- c) Disposing of waste that did not fit in allotment skip. **Action: Darren Long** to remove the last few items of rubbish.
- d) The inaccessible allotment plot has been leased to new allotment holders as they have the plot with access to this area. The allotment holders had been made aware an access path should be kept clear to create a central path in future.
- e) A bank transfer refund owed to Mrs Cutter was transferred into her son's account and the cheque returned to the Clerk.
- f) Damaged Recreation Ground gate to be repaired by Rob Clay and the one by A1307 would be Highlighted to the Highway Dept.
- g) **Rob Clay retrospectively proposed the Council accepted Mr Mason's quote to make safe and remove the large fallen willow tree asap, which was seconded by Mark Logan.** Emergency action was required as the footpath was blocked and more branches needed to be removed to make it safe.

## **30. Tree Warden – Carol Sinclair**

- a) Helen Reynolds had expressed an interest in becoming the Tree Warden, as Carol Sinclair had stepped down after many years of volunteering. **Action: Mark Logan** to follow up

## **31. Community Land Trust (CLT)**

- a) Mark Logan planned to use the Village Hall constitution to guide him on running the Trusts and ideally one meeting a year would be held to delegate work to the Parish Council. **Action: Mark Logan** to check with Tees that this was legal/appropriate.
- b) Update on Trustees documents - The two Trust documents that Councillors as Trustees would need to sign, required amending before they could be completed. The

bank account for the allotments/land may need to be changed to become the responsibility of the Trust.

### **32. Annual Return**

- a) The Council completed the annual governance statement and then the annual return accounting statements. These would be authorised by the Clerk and Chairman. **Mark Logan proposed the Council approve these AGAR documents, which was seconded by Darren Long with the support of all Councillors.**
- b) The public inspection period for the audit was from 15<sup>th</sup> June – 24<sup>th</sup> July.
- c) Councillors reviewed the Internal Auditor's report that had been emailed to them. The incorrect value on the AGAR had been amended for the meeting, and the Council agreed to adopt new Standing Orders and a GDPR policy at a future meeting. All the minutes and agendas were now on the website.

### **33. Play area/Recreation Ground**

- a) Update on the purchase of matting for under the slide and a new swing. The matting had not been purchased as there was insufficient in stock.
- b) The play area was open for children to use.

### **34. Neighbourhood Plan**

- a) Update - Linton Parish Council needed to arrange a meeting. Hildersham Parish Council had done everything required.

### **35. Correspondences**

- a) Request for a 'Right of Way' map on display for walkers. Barlow have a metal embossed sign – **Action: Clerk** to investigate cost. **Action: Mark Logan** to purchase an Ordinance Survey map to install in the notice board
- b) Request from Valerie Silvery on future funding and of the 'Abington & Hildersham News' publication- £307 pa for Hildersham. Councillors noted this likely cost.
- c) Feedback sought from Planning Dept on electronic consultation Councils now received planning application.
- d) The contract for the pedestrian lighting electricity supply made in January with Haven was not put in place, so the Council now has a contract with SSE until June 2023, through Utility-Aid, which would be paid by direct debit. **Darren Long proposed the Council approve the new contact and the payments by direct debit to SSE, which was seconded by Rob Clay with the support of all Councillors.**

### **36. Finance**

- a) **Councillors unanimously authorised the payments and approved the financial statement dated 14.07.20.**
- b) A new bank mandate form had been created applying for Billie Chapman to be authorised to sign cheques
- c) Can the council authorise direct debit payments to SSE for the electricity supply to the pedestrian lights – dealt with earlier under item 35d.

### **37. Planning**

**Planning application to be considered:**

Reference: 20/02090/LBC - The Granary Linton Road Hildersham - Repair the slate roof of The Granary, the small pantiled roof over the Watermill hallway and repair the upstream mill wall and timber beam located at the entry point of the head race to the mill. **Councillors unanimously approved this application.**

**Applications considered since the last Council meeting:**

Ref. 20/02014/5/LBC - Mr & Mrs Sneddon, Manor House, High Street – Conversion of outbuilding to gymnasium.

**Recommendation:** The Parish Council supported this application

Ref. 20/02259/FUL – Mr David Stern, 4 Elm Cottages, High Street – Erection of a dwelling with associated access, parking, private amenity space & landscaping.

**Recommendation:** The Parish Council supported this application

**38. Items for the next meeting's agenda on 15<sup>th</sup> September 2020.**

Land Trust structure and policies, Standing Orders and GDPR and the footpath outside Gerald's house.

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

**Meeting closed at 8.45pm**