

**Minutes of Spaldwick Parish Council Meeting held at 8 pm  
Thursday 14 June 2007 at Spaldwick Primary School**

Present : Cllrs K H Armer (Chairman), W F Brown, B F Plummer, R P Johnson, J R Pope, J C Shears, R W Wooddisse, the Clerk (Mr D Stowell) and seven members of the public.

1 **Apologies for absence** - none received.

2. **Minutes of Meeting held 10 May 2007** were approved and signed.

3. **Matters arising**

**Boundary of restricted weight zone** - The Clerk reported that he had not yet received a reply from CCC Highways regarding the validity of the new 18t signs.

**Jubilee Plaque** - Cllr Plummer reported that the plaque would be unveiled by 3 children at a ceremony at 2 pm on 24<sup>th</sup> June. Tea and cakes would be served.

4. **Finance**

**Internal Auditor's Report** - the auditor reported that apart from the following points she had nothing adverse to report and had signed the Internal Auditor's section of the Annual Return.

(a) Page 299 of minutes should be Annual Meeting of PC as shown on agenda.

**Action : Minutes amended accordingly and signed by Chairman.**

(b) Declarations of interest should be an agenda item. Any declaration should be minuted with an explanation of what that interest is.

**Action : No change to be made to procedures.**

(c) Clerk's contract of service not seen.

**Action : Clerk to produce draft for consideration by Council.**

(d) No Standing Orders included.

**Action : Clerk to supply copy.**

(e) Still not enough detail about the Christmas Charity. Not good practice to write cheques to cash. No list of beneficiaries. An explanation of how the money is received into and paid out of the Council's account should be included in the minutes.

**Action : No change in respect of writing cheques to cash, or recording names of recipients. Both considered acceptable practice. The Charity fund is shown separately in Annual Accounts. In future the minutes to make reference to Charity Fund movements.**

(f) Statement for A & L Account 4697884 to end of financial year not included.

**Action : The statement due on 26/7/07 will confirm the balance at 31/3/07. In future years will consider paying a charge for an additional statement on 31<sup>st</sup> March.**

(g) No paperwork for HDC grant included and receipt of money not shown in cash book.

**Action : None. No formal grant application has been made and no grant received.**

(h) The following should be reviewed and minuted yearly

Insurance, Risk Assessments, Financial Regulations, Standing Orders, Freedom of Information, Clerk's Contract, Pay and Appraisal.

**Action : Clerk to ensure that these items are on the agenda of at least one meeting per annum.**

(i) Action taken on Internal Auditor's Report should be minuted.

**Action : Clerk ( this minute satisfies the requirement)**

(j) Review of effectiveness of the System of Internal Audit - new guidance has been published.

**Action : Clerk has supplied a copy to all members with a view to a review being carried out later in the year.**

**The following payments were approved :-**

Cheque 100330 DJ & JM Green - grasscutting 24 May - £145.20 + £25.41 VAT = £170.61

Cheque 100331 F D Stowell - Salary & Expenses, 3 months to 30 June £440.18 + £89.65 = £529.83

Cheque 100332 Hazel Cooper - Internal Audit - £40.00

Cheque 100333 Wicksteed Leisure - Playground Safety Inspection - £40.00 + £7.00 VAT = £47.00

Cheque 100334 Transfer to A & L Reserve Account - £5000.00

**The following payments made under LGA1972 s. 137 were approved :-**

Cheque 100335 E A Air Ambulance - 50p per elector = £206.50 (413 electors)

Cllr Shears declared a personal, non-prejudicial interest in the following item, his wife being a trustee of the charity; and refrained from voting.

Cheque 100336 Little Lemurs - £50.00

**Grasscutting Contract** - it was resolved to review the performance of the present contractor at the next meeting. Should the performance not be satisfactory, consideration will be given to cancellation of the contract or modification of the area covered; and to placing all or some of the work with another contractor.

## **5. Maintenance of Assets / Environment**

**Children's Playground Annual External Inspection** - It was noted that the Inspector from Wicksteed Leisure Ltd reported all the equipment to be of satisfactory condition. He made 2 recommendations :-

(a) that grass cuttings are removed from impact surface areas to discourage moss and algal growth and reduce slip hazards. **Action : Cllr Shears to monitor.**

(b) that a sign is provided listing emergency and owner / operator details and nearest public phone for use in the event of accident or damaged equipment. **Action : None. Children normally supervised by parents in possession of mobile phones.**

**Children's Playground Internal Inspection System** - Cllr Shears reported that he had carried out an initial inspection using forms provide by Wicksteed. By the next meeting he hopes to have produced a form which is site specific, for use on future inspections. Frequency of inspections will need to be decided. He had noted some loose joints, which though undesirable did not appear to affect safety. **Action : Cllr Armer to investigate further. Clerk to ask Wicksteed why their inspection had not revealed the problem.**

**Public Open Space, Ferriman Road** - 7 trees have died. **Action : Cllr Johnson to order replacements when next offered by County Council**

**Old Bus Shelter** - HDC Planning have been asked to comment on proposal to demolish old shelter outside The George.

**New Bus Shelter** - To note that HDC are still offering free and jointly funded shelters, the latter having more chance of success as it maximises what can be done around the District. Details are expected shortly. Best location probably Royston Avenue, where most people now catch the bus.

**Action : Clerk to seek advice from bus operator and the relevant authorities on the best location.**

### **ZigZag tower, slide and safety surface (in store ex old village hall)**

Wicksteed's have advised that they can re-install but the piece of equipment does not meet today's standards and therefore a risk assessment should be carried out to identify the pro's and con's of re-installing a piece of equipment that does not meet today's standards. Their area sales manager will be in contact to discuss further as she will need to visit the site where it is proposed to re-locate the piece of equipment.

A quotation covering installation of the equipment with 3 alternative safety surfaces was tabled - prices were £4314.00, £4664.00 and £5926.00.

It was agreed to hold this in abeyance pending the risk assessment being carried out by Wicksteeds.

**Tree adjacent 27 High Street-** growth at base obstructing footway. The Clerk reported that he had removed the obstructing growth.

**Overhanging growth on wall 27 High Street** - this is also obstructing the footway though to a lesser extent. **Action : Clerk to refer the matter to the owner.**

### **Footpath 12, Spaldwick (from High Street, near Ivy Way, towards Easton)**

A complaint has been made by the Huntingdon Area Footpath Secretary of The Ramblers'

Association regarding deposits of dog dirt on this path. **Action : Clerk to arrange for a notice to be displayed on the finger post where the path leaves High Street, and for copy of letter to be distributed to all households.**

## 6. Planning

**The following new Planning Application was considered :-**

0701739FUL - Erection of building (B1) following demolition of existing.  
20- 22 Thrapston Road, Spaldwick - no objection, recommend approval.

## 7. Clerk's reports on CPALC meetings

**Meeting of Huntingdonshire District Association 23 May 2007** - This included a discussion on a proposed Parish Charter covering relations between Parish Councils and the District Council and possible devolution of responsibilities to Parish Councils. In the case of small councils it was difficult to see what could be devolved - litter picking perhaps?

**Meeting to discuss new Model Code of Conduct 25 May 2007** + subsequent CPALC proposal on procedure leading to adoption of new Model Code of Conduct.

The Clerk reported that CPALC recommends that the Council adopts the Parish and Town Councils' Model Code of Conduct 2007, including para.12(2) to take effect from 1 September 2007.

Amendments to Council procedures will be required in the event that the Council wishes to allow members of the public, and consequently councillors with a prejudicial interest in an item of business, to address the Council.

## 8. Correspondence

**HDC Seminar** on Development Plan Documents Consultation, 21 June 7.30 - 9.15 - Council Chamber - Cllr Armer indicated his willingness to attend.

**Cambs ACRE** - Letter from Nick Ball, Community Development Worker for Huntingdonshire proposing visit to discuss Parish Plans. It was agreed that Mr Ball be invited to the next meeting.

**Proposal for development of Bury Close** - Tom Shuker contacted the Clerk to discuss possibility of the Village Hall and other facilities (e.g. tennis courts) being constructed on this site. **Action : Cllr Plummer to inform Mr Shuker of the efforts the VHMC have made regarding this and other possible sites with a view to obtaining a site acceptable to the Planning Authority.**

**CareNetwork** - Hunts Development Officer would like to attend a PC meeting to explain Good Neighbour schemes. It was agreed to invite her to a future meeting.

**Huntingdonshire Local Development Framework** - The Core Strategy submitted by HDC to the Secretary of State in April 2006 has been withdrawn, as it would not have been approved. They have been advised to replace the previous strategy with two separate documents "Core Strategy 2007" and "Development Control Policies DPD".

This starts the consultation process all over again.

The following documents have been received in this connection :-

Core Strategy 2007 - Issues and Options

Development Control Policies DPD - Issues and Options

Sustainability Appraisal : Scoping Report (February 2007)

Initial Sustainability Appraisal on the Core Strategy 2007

Initial Sustainability Appraisal on the Development Control Policies DPD

The first stage of consultation, which seeks input on the issues and options, runs from 25 May to 6 July. It was resolved not to comment on these documents at this stage.

The second stage is when the preferred options are published - hopefully at the end of 2007.

The third opportunity to comment is when the actual documents are submitted to the Secretary of State.

**Huntingdonshire Interim Planning Policy Statement - April 2007**

**Local Development Scheme for Huntingdonshire - March 2007**

These two documents specify which saved policies from the current adopted Structure and Local Plans, and which policies from the withdrawn Huntingdonshire Core Strategy 2006 will be retained until the new LDF is adopted.

**Footpath 12, Spaldwick** - letter from The Ramblers' Association, Huntingdon Area Footpath Secretary reported "the path across the field going south to be most unpleasant due to many deposits of dog dirt". She suggested that the Parish "might address the problem by putting up a notice by the finger post where the path meets the highway " (High Street)

**Huntingdonshire in Perspective** - A copy of a revised version of this DVD has been received - it is being circulated to members.

**Emergency Planning Awareness Session** - Due to the interest shown by this P C and other parties this event will be held at 7 pm Wednesday 26 September at Countryside Centre, Hinchingsbrooke Country Park. Cllrs Armer and Plummer confirmed they would be able to attend.

**Jointly Funded Minor Improvement Scheme**

The results of the unsuccessful 2007/08 bid had been circulated to members prior to the meeting. It was clear from the scheme marking that resubmission of the same scheme for the 2008/09 bid would be unlikely to be successful unless we could provide evidence that traffic flow is more than "Quiet, occasional vehicular movement" and that it should be awarded more points for other criteria. Analysis of the six successful schemes showed that 5 were for speed reduction measures.

The Chairman reported that he and Cllr Plummer would be carrying out a traffic survey in the near future to provide information to support the 2008/09 bid.

**9. Any Other Business**

**No smoking regulations** - the Clerk reported that he had obtained a sign for display in the bus shelter, which is subject to the regulations.

**Insurance of grasscutting operation on triangle at A14 / High Street junction** - Cllr Brown queried whether the Council and the contractor were covered for any damage caused to passing vehicles by debris thrown into the road by the grasscutting machines. **Action : Clerk to clarify**

**Traffic** - Cllr Pope spoke about possible ways to instigate speed checks, and agreed to contact the Police Camera Safety Unit.

**Emptying of green wheelie bins** - a complaint was made that foul smelling liquid is left on the road at the rear of the refuse collection vehicles when the bins are emptied. **Action : Clerk to pass complaint to HDC.**

**Village Activities** - Cllr Pope questioned the degree of cooperation between the Fundraisers, the Village Hall Management Committee and the Parish Council. He suggested they get together to arrange another fete. The absence of a suitable venue was cited as the reason for the fete having been discontinued.

**Public Open Space, Ferriman Road** - In response to a comment from Cllr Shears on the broken fence adjoining Long Lane, the Clerk reported that his list of tasks included obtaining a quote for provision of a gate.

**10. Dates of Future Meetings**

Thursday 19 July 2007 at 8 pm

Thursday 6 September 2007 at 8 pm

There being no further business, the Chairman closed the meeting at 10.06 pm