

HEMINGFORD ABBOTS PARISH COUNCIL
Minutes of the Meeting of the Parish Council
held on Monday 22 March 2021 at 7:30pm

On-Line Meeting Only

Present

Parish Councillors: Bridget Flanagan (Chairman)
John Peters (Vice Chairman)
Marcus Whewell
Zoe Ryall
Christine Nicol

Clerk: Mrs Maxine Blewett

County and District Councillors: None

Members of the Public: 3

MINUTES

- 139. To Receive and Approve Apologies for Absence**
CCC Cllr Ian Bates sent apologies for absence.
CCC Cllr Mike Grice sent apologies for absence.
- 140. County/District Councillors' Update**
To receive and accept reports
Cllr Ian Bates sent HAPC a written Annual Report which has been uploaded to the news section of the website.
Cllr Mike Grice sent HAPC a written report which is attached to the minutes.
- 141. Councillors' Declaration of Disclosable Pecuniary and Other Interests**
To receive Declarations of Disclosable Pecuniary and Other Interests from members, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating at any Agenda item.
None declared.
- 142. Public Participation Session**
Open Forum. A maximum of 15 minutes is permitted for members of the public to address the Council on the item on the Agenda. Members of the public may have up to three minutes each. Items to be addressed should be notified to the Clerk three working days in advance of the meeting.
- Iain Muspratt, representing the Hemingfords Action Group presented a summary of the Group's activities up to 12 March 2021. A hard copy of the report has been uploaded to the news section of the website.
Cllr JP asked whether there had been any clearance of the Astro Turf site and IM responded that despite there being a clearance order for site since July 2020, reinforcement of the decision had not happened. Cllr MW asked if any comment had been made to CCC on HAG'S disagreement with the recent traffic assessment, particularly in relation to the exit onto the A1307 from Rideaway, IW reported that the issue had raised to a higher level within CCC.
- Cllr BF introduced Mr. Peter Keen to the Council. Peter would like to put himself forward for co-option to the role of Parish Councillor. He has lived in the Hemingfords for over 38 years, having settled in Hemingford Abbots in 2013. Peter originally trained as a Chartered Accountant and over the years he has developed broad ranging experience and skills from working at a senior level in multi-national organisations. . **Cllr BF requested bringing forward agenda item 146 - Co-option to fill Vacancy for immediate discussion. It was proposed Peter Keen be Co-opted to Parish Councillor.**
RESOLVED that Peter Keen be Co-opted to the role of Parish Councillor.
- 143. Planning**
143.1 **21/00447/FUL Hemingford Abbots Golf Centre, Cambridge Road, Hemingford Abbots, Huntingdon PE28 9AR. Construction of an adventure golf course.**
HAPC RESOLVED to recommend approval of this application for a children's dinosaur-themed 'pitch and putt' course adjacent to the Golf Range building. The Council felt this was a good sporting and amenity facility for children which would complement the facilities of the Golf Range, as well as contributing to the viability of the Range. HAPC has supported the Range as a community asset.

Chairman.....Date.....

143.2 **20/02577/CLED The Stilts Meadow Lane Hemingford Abbots Huntingdon PE28 9AR.** This application seeks a Certificate of Lawfulness to demonstrate that the building works in connection with application 16/02191/FUL were lawful, and the permission has been lawfully implemented.
HAPC noted that it did not have the necessary information to allow it to comment on this application. It is a matter for HDC.

144. **Minutes of the previous meetings**
 To approve as a correct record the Minutes of the meeting held on 22 February 2021.
HAPC resolved that the Minutes be approved as a correct record of the meeting.

145. **Matters arising from previous meetings and reports from Clerk and Councillors.**
 145.1 **Website** – Cllr ZR reported having received general estimates on HAPC’s requirements from three companies, 2 Commune, Hugo Fox and Town and Parish Council Websites (T&PCW). Hugo Fox did not address the brief, leaving 2 Commune and T&PCW for consideration. 2 Commune are more expensive on initial set up and annual support costs (£1,500 & £960 respectively), against T&PCW’s £660 for the initial build and ongoing annual support fees of £360. It was **RESOLVED** to seek feedback from other Parish Councils who have engaged with the two website companies before a decision is made at the next PC meeting.

145.2 **LHI Scheme** – Cllr MW reported that communication and updates on the LHI had been lacking from the Highways Project Team and the person leading on HAPC’s LHI Scheme was now on holiday and will provide timescales and costs on her return. It is unlikely the work will be started in the current financial year.

145.3 **Light Sinking Fund and General Reserves** are discussed below in **147.1- Finance.**

146. **To consider Co-option to fill the 2 Vacancies on the Parish Council**
 See item **142** above. **RESOLVED** that **Peter Keen** be Co-opted to the role of Parish Councillor.
 One vacancy remains to be filled.

147. **Financial Matters**
 147.1 Cllr JP reported that HAPC had underspent on the budget due to the COVID measures and that funds which we were expecting to have spent in the 2020-2021 financial year are placed into Reserves and used when businesses resume normal services after lockdown restrictions are lifted. It was proposed that HAPC hold general reserves of £20,000 and allocate ear-marked reserves to the following four areas:

- 1.Website - £2,000
- 2.Village Signs - £2,000
- 3.LHI Scheme - £2,000
- 4.Playing Field Equipment Sinking Fund - £3,000

The Light Sinking Fund has a balance of £20,442.00 and needs significantly more funds to cover the replacement / upgrading of the streetlights. The estimated cost to replace HAPC’s streetlights is circa £80,000 (inc. of reconnection fees). It is proposed that **all** remaining funds will be placed into the Light Sinking Fund and predominately used for this purpose. A question was then raised about starting a programme of work to replace the streetlights and **it was RESOLVED to bring this matter for discussion to the next Parish Council Meeting.**

147.2 Item 147.1 covers how excess funds are to be allocated. It was **RESOLVED** to spend CIL monies on an LHI scheme for White Lines at Meadow Lane if Highways decline to support this request.

147.3 To approve 22 March 2021 Payments below:

Payment Method	Expense Code	Description / Payee	Date / Period	Net	VAT	Total	Comments
BACS	4000 4020	Clerk’s Salary	Including payments to HMRC	£ 514.45	£ -	£ 514.45	Salary £411.65 (4000) Income Tax £102.80 (4020)
BACS	4060 4065	Clerk’s expenses	February 2021	£ 16.00	£ -	£ 16.00	Expenses £16.00 (4060)
BACS	4220	Bradgate Fencing Specialists Ltd.	Grass Cutting	£ 118.29	£ 23.66	£ 141.95	
Total Payments				£ 648.74	£23.66	£ 672.40	

RESOLVED that the above payments are approved.

- 147.4 **RESOLVED** to receive and approve the bank reconciliation up to 3 March 2021.
- 147.5 Noted that the VAT reclaim for £576.58 covering January and February 2021 has been received.
- 147.6 **RESOLVED** that HAPC are unable to support a grant request from Cambridge Search and Rescue.
- 147.7 **RESOLVED** that HAPC support a grant of £600 for the annual maintenance of the Hemingford Peace Memorial Field.
- 147.8 & 9 **RESOLVED** that a working group (Cllrs BF&JP & Clerk) arrange a Zoom meeting to review and update the Asset Register to determine the level of Insurance cover required in 2021-2022, and to approve the payment of the Insurance renewal premium to Came and Company before the end of March 2021.
- 147.10 **RESOLVED** to renew HAPC's affiliation with CAPALC costing £347.70 for the 2021-22 financial year.

148. Village Maintenance and Repairs

- 148.1 The grass verge adjacent to the replaced streetlight on Common Lane is being eroded by large vehicles driving over the area, creating the risk of damage to the new streetlight. Cllr JP suggested TRIEF Curbs would prevent further erosion of the area. Cllr BF requested the Clerk report this to the Highways Officer and arrange for him to visit the site to determine the best solution to prevent future damage to the verge and streetlight.
- 148.2 Cllr JP stated the responsibility for providing safe highways sits with the Highways team and it is not HAPC's responsibility to pay for White Lines at the junction of Meadow Lane. Clerk was asked to request the Highway's Officer to revisit the site, where it is believed there had been white lines which may have faded over time.
- 148.3 Noted, K&M Lighting have repaired a streetlight on New Road and the new streetlight on Common Lane. When the LED drivers are received K&M will replace the old for the new on streetlights 124 & 406.

149. Correspondence for Information and Response

- 149.1 **RESOLVED** to defer to the next meeting discussion of CCC Highways and Transport Committee on their proposals for verges until the next financial year.
- 149.2 SSE have been unable to confirm whether they can carry out HAPC's request to cancel the contract from outset and set up another for £48.00 per month for the remainder of the original contract term and refund the overpayment. **RESOLVED** to cancel the direct debit to SSE and set up a standing order for the contracted £48 per month. To also work out the overpayments from HAPC's bank account that SSE have deducted since the start of the contract and either obtain a full refund before the next payment is due on 19 April, or for HAPC to reduce the standing order payment over the remaining period to recoup the total amount that has been overpaid.

150. Police Report

The Clerk has written to the owner of the old Shell Garage site and reported to the police the issue of the removed concrete barriers at the entrance of the site. As no criminal offence has taken place the police have recorded this and taken note of the owner's address. Clerk also informed the Environmental team at HDC who also are unable to take any action at this time. **RESOLVED** that the Clerk contact Highways Agency, Bedford and to write to the owner again to mitigate the risk of fly-tipping on the land.

151. Any other business

HAPC note that several residents of Hemingford Abbots have written to HDC Planning Department with concerns about activities and information indicating the potential change of use for neighbouring Hemingford Park.

152.

Date of Next Meeting:

26 April 2021 at 7.30 pm *Meetings agreed to be held on the 4th Monday of the Month by ZOOM*

Meeting finished at 9.40 pm

Chairman.....Date.....