HEMINGFORD ABBOTS PARISH COUNCIL Minutes of the

Parish Council Meeting



Held on Monday 24 October 2022 at 7.00pm at the Hemingford Abbots Village Hall

Present: Parish Councillors: Marcus Whewell (Chair), Zoe Ryall, Phillip Cooke, Peter Keen **County Councillor:** Doug Dew **Members of the Public:** 4

2022-	2023 Minutes
98	Public Participation (4 members of the public)
	The Chair (MW) opened the meeting at 7 pm and welcomed all the attendees.
	Representing The Hemingford Action Group (HAG), lain Muspratt provided a brief update as follows: the American Golf lease runs for 10 years from August 2020 with options to renew. HAG's latest report has been added to the parish website.
	Susan Painter gave an update on the activities of PROVE . A new case officer for the Hemingford Park planning application has been appointed by HDC (Richard Sakyi). There is no news to report on the application itself. It was stated that the new tarmac road in front of the house was built without planning permission and is currently under investigation by HDC enforcement. HDC has requested new drawings for the lodge entrance from the applicant, but so far these are not available to view on the HDC planning portal. PROVE is in the process of becoming a limited, community company.
	Jo Wills and Sue Henderson requested that HAPC consider adopting the planters created for last year's jubilee celebrations as its own assets, in order that they can be covered under its existing insurance. The alternative is that the Jubilee committee insures them at a cost of £112 per annum. The planters are expected to be in use until after the coronation in summer 2023.
99	County/ District Councillors' Reports CCC Cllr. DD commented that issues remain in the Highways Dept, who are still in the process of recruiting a new highways officer. There is a proposal to create a separate budget specifically for LHI bids to speed up the approval and delivery process. CCC Cllr. DD also agreed to follow up again with HDC Cllr. Sarah Conboy regarding activities at the former Little Chef building.
100	To receive apologies for absence
	Cllr Glen Perrott and parish clerk Maxine Blewett sent apologies for absence.
101	Councillors' Declarations of Interest
102	None Planning Applications
	There are no NEW planning applications. It was noted that the application for No 48 Common Lane (new garage and outbuilding) that was refused by HDC has gone to appeal via the Secretary of State. Also, HAPC wishes to inform parishioners that the proposed masterplan for Saint Ives is available to view on the parish website, with a deadline for comments of Monday 14 th November.
103	Minutes of the previous meeting RESOLVED to approve the minutes of the meeting held on the 26 th of September 2022, including the proposed amendment with regard to The Hermitage (tree application).
104	Review and update the Action Plan.
	The Unity Bank paperwork for authorised signatories has now been completed.
	The proposed speedwatch leaflet will be addressed via the new communications sessions.
105	Consider and agree if Councillors should have an HAPC Business Card
	It was agreed that any councillor can have a business card on request, and also that a general card should be
	sourced providing details of how to contact the parish council clerk.

106	Review of the Summer Sports Programme						
	PC presented his report including the take-up by parishioners and (positive) feedback obtained. All agreed						
	that the event was worthwhile, and well managed. The only significant issue was the high number of 'no-						
	shows' which prevented other families from taking advantage of the sessions.						
	Action: PC to contact HGPC to discuss their assessment and investigate whether this programme might be						
	repeated in 2023.						
	Action: PC to contact HDC to investigate potential solutions to the issue of late absences (such as a deposit						
	scheme).						
107	Analysis of the Streetlight Audit						
	Action: PK will circulate his report in the next 10 days for discussion. This matter needs to be resolved ahead						
	of HAPC setting its 2023 budget and the recommended precept (both to be completed in November).						
108	Feedback from the Communications Meeting						
	All agreed that the session was positive and productive.						
	Action: All agreed actions from the session to be added to the Council's Actions List.						
	Action: Communications to be added as a standing item at the monthly HAPC meeting, with appropriate time						
100	allotted.						
109	Parish Book of Condolence						
	It was agreed to store this at HDC, subject to HAPC securing guaranteed access in the future (for example, if it						
	elected to put the book back on display in the future such as during the expected Coronation in 2023).						
110	Action: Clerk to investigate with HDC and report back						
110	Meetings Attended MW summarised the various events attended. The main finding was the increasingly challenging financial						
	situation at HDC, which may lead to a review of the services provided. Further notes are available from the						
	clerk.						
111	Councillor Recruitment						
	Work continues to attract potential applicants for the current two vacancies.						
112	Councillor Training						
	PC confirmed his attendance in January 2023.						
	Action: Clerk to check latest position for GP with respect to new councillor training.						
113	Consider and agree whether HAPC should opt out of the SAAA central external auditor appointment						
	arrangements						
	Agreed that HAPC should NOT opt out and remain within the current arrangements.						
114	Finance						
a)	RESOLVED to approve the October payments and standing orders.						
b)	RESOLVED to accept and approve the Quarter 2 bank reconciliation.						
C)	Quarter 2 performance against budget will follow this week from the clerk.						
d)	The annual inspection report of the play equipment from Wicksteed Leisure Ltd was discussed. It was						
	RESOLVED to progress with the recommended repairs to the soft floor (cost £332), and in addition to obtain						
	quotes for the repainting of the slide.						
e)	The request from the Jubilee committee to add eleven of their planters to HAPC's Register and Public Liability						
	Insurance Cover was discussed.						
	It was RESOLVED that on this occasion, HAPC cannot agree to this proposal. The Jubilee Committee have						
	advised that they have obtained permission from CCC for the planters to remain in situ. However, HAPC have						
	been engaged for a number of years in an unresolved dialogue with Highways / CCC regarding the						
	responsibility for the siting of kerb stones on various verges throughout the parish. If HAPC were to now						
	voluntarily adopt assets that are similarly sited this would create an inconsistency with the previously taken						
	position and so create confusion in our ongoing discussions.						
115	Correspondence Received						
	Emails:						
	17/10/22 MW – notes from HDC Engagement Session.						
	17/10/22 Request to amend draft minutes by the homeowners of The Hermitage on planning application						
	22/01810/TRCA (Chair agreed the changes and the draft minutes were amended for approval at the PC						
	meeting. 17/10/22 Stacov Miller Load Transport and Infrastructure Officer. Request to complete survey on the						
	17/10/22 Stacey Miller, Lead Transport and Infrastructure Officer. Request to complete survey on the Transport Plan.						
	4/10/22 HDC Pre-application planning service - change in approach to amendments to planning applications						
	and details the 'Planning Blitz' being undertaken by the District Council's Planning Services Department, which						
	commences 4th October.						
	3/10/22 Jessica Lancod-Frost, Policy officer, National Association of Local Councils. Article on The Summer						
	Sports Programme in their Points of Light Magazine.						
	3/10/22 HDC Council Meetings being streamed online from 12/10/22.						

116	 28/9/22 HDC The Stukeleys Neighbourhood Plan Submission Consultation will be available for view and comment between the following dates: Start date: 28/09/22 10:10 End date: 10/11/22 23:59. Please select the following link to view this event: https://consult.huntingdonshire.gov.uk/kse/event/37107. 28/9/22 HDC Huntingdonshire 'Undefeatables' launches 1st October 2022. The URL link will be live from 29 September to start accepting applications for access to free exercise classes and gym work for certain health conditions. Visit www.huntingdonshire.gov.uk/undefeat. For more information. 11/8/22 Admin@saaa.co.uk SAAA 2022 Opt-out Communication. Option to opt out of the SAAA central external auditor appointment arrangements, the deadline is 28/10/22 should HAPC wish to do so. Matters arising/Agenda items for the next meeting Request a footpath warden report Progress on priority items following the 2021 Open evening Review of electricity supply and timings / options for negotiating a new contract Consideration of new request by HDC for planning applications to be resolved by HAPC within 21 days
117	Closure of the Meeting
118	8.45pm Date of the next Meetings:
110	HAPC Full Parish Council Meeting, Monday November 28th, 2022, 7pm at the Village Hall, High Street, Hemingford Abbots.

Item 114 (a) October Payment Schedule

Payments to be approved & paid:		oproved & paid:	OCTOBER 2022 PAYMENTS						
					Net	\ \	/AT		Total
BACS	4000	Clerk's wages	Wages 30 hours @ £14.02						
BACS	4020	HMRC PAYE	PAYE						
BACS	4060	Working from home allowance	Working from home allowance	£	16.00	£		£	16.00
BACS	4220	Bradgate Ground Maintenance Ltd	Strimming and Grass Cutting 12h & 26th September	£	66.00	£	13.20	£	79.20
BACS		ASKit	Renewal of LiveDrive Cloud Backup for Clerk's laptop	£	16.67	£	3.33	£	20.00
BACS		Wicksteed Leisure Ltd	Inspection of the Playing Field and Equipment	£	120.00	£	24.00	£	144.00
BACS	4275	Town and Parish Council Webistes	Adding mourning page functionality to website	£	80.00	£	-	£	80.00
BACS	4105	CAPALC	Bitsize Training on Elections Chair and Clerk 12/2/22	£	60.00			£	60.00
BACS	4105	CAPALC	Councillor Training Z.Ryall 01/2/22	£	75.00			£	75.00
				£	854.27	£	40.53	£	894.80
S/ORDER	4250	Electricity Supply	SSE Standing Order	£	48.30	£	2.42	£	50.72
				f	902.57	£	42.95	£	945.52

Marcus Whewell Chairman......Date.....Date.....