

**MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL**

Held on Monday 4th October 2021 at 7.30 p.m.

At the Millennium Sports Pavilion, The Trundle, Somersham, PE28 3JS

www.somersham-pc.gov.uk

PRESENT WERE:

Cllr J Blundell	Cllr J Sewell
Cllr S Criswell	Cllr R Sutton (In the Chair)
Cllr C Dolby	Cllr R Woolway
Cllr D Potter	Cllr G Wooster

Mrs P Bryant, Parish Clerk

Quorum: 5 councillors

IN ATTENDANCE: Miss L Minter, VHMC

1. APOLOGIES

Apologies for absence were accepted from.

Cllr S Skeggs - Business
Cllr T Sansom - Illness

Cllr D Smith - Absent

Miss D Smith is automatically disqualified for non-attendance under LGA 1972 S85

2. REPORT THE RESIGATION OF CHRISTOPHER WHITE

The Parish Clerk sent a letter of thanks following the last meeting

3. DECLARATIONS OF INTEREST

21/01189/HHFUL & 21/01264/LBC 50 High Street Somersham PE28 3JB

As these are the Parish Clerk's application Parish Councillors declared a personal interest in both applications.

4. PUBLIC FORUM

It was proposed by Cllr Criswell, seconded by Cllr Blundell and RESOLVED by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in a public forum. The meeting closed at 7.34 pm and was reconvened at 7:45 pm.

Matters discussed were: Miss Minter explained issues with intruders at the Victory Hall again over the weekend and her discussions with the police, she also made a request for a CCTV camera under the canopy.

5. PLANNING MATTERS

a) PLANNING APPLICATIONS

21/01786/HHFUL	11 The Trundle Somersham PE28 3JW	REVISED PLANS
	Front and side extension	

It was proposed by Cllr Blundell, seconded by Cllr Woolway and RESOLVED by a unanimous vote to propose no objection to this application as the Councillors have no objection to the revisions made to the plans.



21/01189/HHFUL 50 High Street Somersham PE28 3JB
Proposed single storey rear replacement extension with installation of internal beam.

It was proposed by Cllr Blundell, seconded by Cllr Sewell and RESOLVED by a unanimous vote to propose no objection, the proposed extension will not affect neighbouring properties, it is on the same footprint and will update the dwelling to make it more functional.

21/01264/LBC 50 High Street Somersham PE28 3JB
Proposed single storey rear replacement extension with installation of internal beam.

It was proposed by Cllr Blundell, seconded by Cllr Sewell and RESOLVED by a unanimous vote to propose no objection, the proposed extension will not affect neighbouring properties, it is on the same footprint and will update the dwelling to make it more functional.

21/01733/S73 Hilltop Orchard St Ives Road Somersham
Variation of Condition 2 (Plans) on 19/00020/FUL (Relocation of approved gypsy/traveller mobile home and erection of dayroom) to swap the positions of the mobile home and dayroom and make minor changes to the orientation and elevations of the dayroom.

It was proposed by Cllr Criswell, seconded by Cllr Blundell and RESOLVED by all present with 1 abstention to recommend no objection, the proposals are minor changes.

21/02111/OUT Land North of The Pasture Somersham
Outline planning permission for 11 dwellings and associated works (all matters reserved)

Email of objection from parishioner

It was proposed by Cllr Woolway, seconded by Cllr Wooster and RESOVLED by 3 votes for, 3 votes against, and 1 abstention, with the Chairman's casting vote to go with the 'for' making this a majority of '4 votes' for to recommend objection on the grounds of over-development.

21/02158/HHFUL 12 Ditchfield Somersham PE28 3HU
Construction of a single storey side extension

It was proposed by Cllr Woolway, seconded by Cllr Sewell and RESOVLED by a unanimous vote to propose no objection the proposed extension fits with the property and street scene.

Overdue planning application for response –

21/02044/TREE 32 Grange Road Somersham Huntingdon
Proposal: T1 - Lime Tree - Reduce crown by 2 metres circa to previous pruning points. Due to the size of the tree and the close proximity to the house.

It was proposed by Cllr Sutton, seconded by Cllr Woolway and RESOVLED by a unanimous vote to propose no objection provided the tree officer has no objection.

b) PLANNING APPROVED

21/01586/HHFUL 15 Ditchfield Somersham PE28 3HU
Single storey side extension following the demolition of the existing

21/01499/HHFUL 33 High Street Somersham PE28 3JA
Proposed internal alterations and external alterations to existing dwelling and single storey rear extension including removal of existing UPVC conservatory and timber frame carport and erection of new single storey double carport with integrated store/workshop.

- 21/01446/HHFUL Dovecote Farm Parkhall Road Somersham PE28 3HL
Proposed construction of a single storey extension with associated internal alterations and external works.
- 21/01356/HHFUL Rowan Garth 22 St Ives Road Somersham PE28 3ER
Double storey rear extension including loft conversion to roof space and demolition of existing garage and new garage to be built.
- 21/01238/TREE 5 Bonnetts Gate High Street Somersham PE28 3EH
Works to tree
- 20/0648/TREE 1 Grange Barns Somersham PE28 3YY
T1-Tree of Heaven Prune clear of the neighbouring building by approx 2m. Also weight reduce the lower limb extending towards the neighbours property by removing up to 2-3m from the branch tip extent to reduce the risk of limb failure. Small cavity on the upper side of the limb to inspect.

c) PLANNING APPEAL

Planning Inspectorate reference: APP/H0520/W/21/3276052
56 High Street Somersham PE28 3JB
The conversion of 2 existing Flats into 4 Flats with associated parking.

d) PLANNING CORRESPONDENCE

Development Management Committee (DMC) Monday 20th September 2021
Matter on the agenda 19/02289/REM Land East Of West Newlands Somersham. Approval of reserved matters (Access, Appearance, Landscaping, Layout and Scale) pursuant to outline planning permission 15/00917/OUT for a proposed 70 bed residential care home.

Cllr Potter reported he attended the Development Management Committee meeting on Monday 20th and spoke on Somersham's behalf. The parish council's concerns were accepted and although the plans were passed it was with the provision that the brick colour be mutually agreed between the developer and the parish council. Speaking to the developer afterwards they said that they will come to the parish council to let us pick the bricks that they will use.
Cllr Criswell added the request for a mini roundabout on the St Ives Road was rejected.

Email received 28 Sept 2021 - **Cambridgeshire & Peterborough Combined Authority – OxCam Arc Spatial framework** Consultation response 30th September 2021

6. MINUTES OF THE MEETING HELD ON 6th September 2021

The Minutes were proposed by Cllr Potter, seconded by Cllr Blundell and RESOLVED by all present to approve with 1 abstention (as the Councillor was not present at the meeting) to be a true record of events. The Minutes were signed by the Chairman.

7. POLICE REPORT

Emailed to Councillors:

- i. Weekly Policing Updates

The Chairman explained the digital screen criminal damage at the Norwood Building. The Clerk explained the police have been informed and there is a crime reference. Also the police will be coming to the office on Tuesday 5th October to review the footage about swastikas apparently painted on Church Street. The Clerk also clarified the office have never obstructed the police with a

request to view CCTV footage, sometimes the images are not available on CCTV recordings for various reasons. Somersham Parish Council as the data controller comply with the ICO requirements for retaining and reviewing footage with 3 DBS checked staff members trained to review it.

8. **REPORT FROM DISTRICT COUNCILLOR & COUNTY COUNCILLOR STEVE CRISWELL**

Cllr Criswell reported the results of the traffic lights funding approval at the Woodhurst crossroads. Cllr Criswell also updated councillors on the numerous objections to the incinerator planning application.

9. **PARISH CLERK'S REPORT Inc. Matters Arising Report & Updates:**
a. Clerk's Matters Arising Report

Correspondence emailed to councillors:

- ii. RSN online – updates
- iii. CAPALC bulletin & NALC CEO bulletins

10. **FINANCE & RISK MANAGEMENT including: -**

- a. **The Monthly Accounts** – The accounts were proposed by Cllr Sutton, seconded by Cllr Criswell and RESOLVED by a unanimous vote to be accepted.
- b. PKF Littlejohn – the External Audit 2020-2021 is complete

11. **APPROVE AN ELECTRONIC COMMUNICATION & ENGAGEMENT POLICY with recorded vote**

The proposal is to move away from more traditional paper newsletters and leaflets and to be more environmental.

The council has the opportunity to improve this through their websites, emails and social media. The Parish Clerk remains the overseer to ensure no political, activist or per-determined information is disseminated.

The e-newsletter would be bi-weekly and combine with the Timebank newsletter.

Information is already disseminated by the parish council on social media and by the Timebank co-ordinator, this is a way of reaching more people.

An initial leaflet drop is required to see who would like to continue to receive a hard copy.

A revised volunteer delivery group is required.

Using Microsoft Sway means a hardcopy version is very easily printed and updated as amendments are instant.

Megan Blewett will be setting up a Facebook page just for the BT Kiosk. She will put out notifications from the 'Kiosk' but will turn off the comments facility and encourage people to contact us directly at the parish council.

Digital communication screens – Megan Blewett and Katie Ixer have started the draft communication presentation; it has yet to go fully 'live' as we would like it to be as professional as possible and not start off as a 'damp squib'.

Due to internet costs the Norwood Building screen will be on a timer for peak periods and the Millennium Pavilion screen can be switched on by the user groups with a reminder to turn it off when they leave. This is particularly important as the Millennium screen operates off paid monthly data. Moving forward it is suggested the screens could advertise events free for community groups and at a cost of £50 per calendar month for local business advertising; this would help offset the running costs.

It was proposed by Cllr Sutton, seconded by Cllr Potter and 7 votes in favour and 1 abstention - Geoffrey Wooster abstained stating it was a shame to lose the hard-copy newsletter Somersham4u.

12. **RESPOND TO THE CAMBRIDGESHIRE STREET LIGHTING SATISFACTION SURVEY**

Survey closes Friday 29th October 2021 – It was agreed Cllr Sutton will respond on behalf of the Council.

13. **HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance**

Cllr Sutton mentioned that Parkhall Road is still badly flooding. Cllr Criswell explained the problem is the pipework under the road.

Cllr Wooster reported there is likely to be road closures in the High Street at the end of October necessary for an electricity cable to be laid under the road.

14. **ACCEPT REPORTS OF MEETINGS ATTENDED BY PARISH COUNCILLORS**

Cllr Criswell attended the CAPALC conference on the 17th September at Wyboston Lakes.

Cllr Sutton gave his apologies for the CAPALC AGM held via Zoom on 28th October but sent his recommendations to approve the changes to the Articles of Association.

Cllr Sutton updated matters in progress on the Christmas Lights report.

15. **NOTICES & MATTERS FOR THE NEXT AGENDA**

Cllr Potter asked to add new risk reports on a way of reporting and offered to design them, these will be presented at the next Finance & Risk Management Working Party.

The next meeting will be held on Monday 1st November 2021 at 7.30 pm in the Millennium Pavilion (COVID distancing restrictions will apply to maintain standards and prevent infection).

There being no further business the meeting finished at 20:34


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Richard Sutton, Chairman

1/11/21

COUNTS	4th October 2021	Vat		TOTAL
COUNTS	Salaries	£0.00	£667.72	£667.72
SS	Pension Fund	£0.00	£479.94	£479.94
ST	Pension Fund	£0.00	£284.81	£284.81
MRC	Tax & NI	£0.00	£1,798.37	£1,798.37
Office Staff	Home working allowance - x 4 office staff	£0.00	£104.00	£104.00
Christmas Illuminations	Christmas Lights	£91.14	455.68	£546.82
Lighting Direct	Office materials	£6.25	£31.26	£37.51
Home & Co	Tractor Insurance	£0.00	£475.08	£475.08
Lighting & M Lighting Services	Street Lighting Maintenance - 1st Sept 2021 - 31st Aug 2022	£39.22	£196.08	£235.30
Lighting & Day	Fuel - 01 August - 31 August 2021	£31.99	£159.95	£191.94
Lightbanking UK	Annual Membership	£0.00	£120.00	£120.00
Light Supplies	Cleaning materials	£16.48	£82.40	£98.88
Light J V's	Grass verge cutting	£78.00	£390.00	£468.00
Light F Littlejohn	Audit 2020-2021	£120.00	£600.00	£720.00
Light mbridge Water Business	Library - water	£0.00	£38.27	£38.27
	Millennium Sports Pavilion - water	£0.00	£121.77	£121.77
	Norwood Building - water	£0.00	£54.04	£54.04
Light K Installations	3 months - GSM 3g line rental on remote CCTV	£11.10	£55.50	£66.60
Light me & Co	Annual insurance	£0.00	£5,211.56	£5,211.56
Light ave	Water - Millennium Sports Facility	£0.00	£55.91	£55.91
Light Murray Signs	Community Litter pick banner	£9.00	£45.00	£54.00
Light Blackwell	Tree surgery	£0.00	£500.00	£500.00
Light PALC	Conference X 2	£0.00	£150.00	£150.00

TOTAL

£403.18 £12,077.34

£12,480.52

Electronic payments

Business	Qtr - to receive			£0.00
Black Talk Business	01487 841359 & internet - August 2021	£6.14	£30.70	£36.84
Black Talk	CIC-01487 840266 - July 2021	£4.98	£24.88	£29.86
Business	Printer lease rental			£0.00
Business	K Ixer - mobile contract payment	£1.25	£6.25	£7.50
Business	P Bryant - mobile contract payment	£1.25	£6.25	£7.50
Business	Sea Container - Rates	£0.00	£50.00	£50.00
	Norwood Building - rates	£0.00	£0.00	£0.00
	Millennium Sports Facility - Rates	£0.00	£0.00	£0.00
	Electricity - Multi sports area - Qtr 2			£0.00
	Electricity - Lake sea container - Qtr 2	£6.27	£31.35	£37.62
	Electricity - Norwood Building - QTR 2			£0.00
	Electricity - Library - 14 May - 22 July 2021			£0.00
	Electricity - Millennium Sports Facility - QTR 2	£7.36	£147.34	£154.70
	Gas - Millennium Sports Facility - QTR 2			£0.00

PC Gas - Norwood Building

1.69

33.78

£35.47

TOTAL

£27.25

£296.77

£359.49

