

**MINUTES OF A MEETING OF**  
**SOEMRSHAM PARISH COUNCIL**  
**Held on Monday 17<sup>th</sup> January 2022 at 7.30 p.m.**  
**At the Millennium Sports Pavilion, The Trundle, Somersham PE28 3JS**  
[www.somersham-pc.gov.uk](http://www.somersham-pc.gov.uk)

**PRESENT WERE:**

Cllr J Blundell	Cllr D Skeggs	
Cllr S Criswell	Cllr R Sutton (in the Chair)	
Cllr D Potter	Cllr R Woolway	
Cllr A Sansom		Mrs P Bryant, Parish Clerk

**IN ATTENDANCE:** No members of the public were present

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from:  
Cllr C Dolby – personal reasons

**ABSENT:** Cllr G Wooster

2. **TO REPORT THE RESIGNATION OF JON SEWELL**

It was agreed the Clerk would write a letter of thanks

3. **TO ACCEPT PARISH COUNCILLORS DECLARATIONS OF INTEREST FOR MATTERS ON THE AGENDA**

No declarations were made.

4. **PUBLIC FORUM**

It was proposed by Cllr Criswell, seconded by Cllr Sansom 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 was closed and reconvened at 7.32 pm as no members of the public were present.

5. **PLANNING MATTERS**

a) **PLANNING APPLICATIONS** – response dates extended where able

• **Delegated responses made**

21/02500/FUL      Dovecote Farm Parkhall Road Somersham Huntingdon PE28 3HL  
Proposed demolition and rebuild of existing barns due to movement, subsidence, collapse and structural instability.

No objection. The buildings are being replaced by barns and not buildings that can be easily converted to other uses.

21/02507/HHFUL      7 Crane Close Somersham PE28 3YG  
Erection of maximum 2.2 metre high fence to front boundary

No objection. The applicant is preserving their privacy and is what many have already done.

FMW/025/19 – Restoration of land at Colne Fen Quarry using imported waste to create conservation habitats  
[Section 73 planning application to develop land without complying with condition 1 of planning permission H/05001/13/CW to allow the development to continue for a further 5 years until 31 December 2024]

Somersham Parish Council understands this work needs to be done, they are aware residents on The Bank are very opposed to the work being drawn out any longer than necessary. Therefore, the parish council agrees with County Councillor Criswell for a compromise position that reflects that at least some of the 5 year extension should have expired, rather than none. Further, the parish council ask that the county council consider whether a penalty can be imposed if the work is not completed within the new time frame?

### **New Planning Application**

21/02674/HHFUL      24 Bishops Road Somersham Huntingdon      15<sup>th</sup> January  
Single storey front, side and rear extensions

It was proposed by Cllr Blundell, seconded by Cllr Potter to recommend no objection. The proposed extensions are in keeping with the property and street scene. This was RESOLVED by a unanimous vote.

#### **b) PLANNING APPROVED**

- 21/02043/PIP      1 Hammond Way Somersham PE28 3YE  
Permission in principle for minimum of 1 no and maximum of 1 no dwelling house, following demolition of a garage
- 21/02170/FUL      Sandpiper Pool and Spa 30 Colnefields Somersham PE28 3DL  
Retrospective change of use of an existing building to an established spa (Sandpiper Pool & Spa) on land to the rear
- 21/02191/FUL      Tea Room Parkhall Nurseries and Garden Centre Parkhall Road Somersham PE28 3HW  
Proposed single storey structure to form extension
- 21/02044/TREE      No 32 Grange Road Somersham PE28 3JX  
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.
- 21/01189/HHFUL      50 High Street Somersham PE28 3JB  
Proposed single storey rear replacement extension with installation of internal beam.
- 21/01264/LBC      50 High Street Somersham PE28 3JB  
Proposed single storey rear replacement extension with installation of internal beam.
- 21/02158/HHFUL      12 Ditchfield Somersham PE28 3HU  
Construction of a single storey side extension

#### **Planning Enforcement**

It was agreed the Clerk would contact Planning Enforcement with concerns on the following sites where work seems to be ongoing without planning permission:

Rosefield new traveller site – already reported to planning enforcement. Cllr S Criswell also reported the recent works.

Legacy Park, Chatteris Road

The Hawthorns, Pidley Road – construction of a new building

24 The Trundle – unauthorised building work?

c) **PLANNING CORRESPONDENCE**

- **Mark Busby, Rose Homes – Development at St Ives Road** – Request to reconsider the development road names and reduce the parish council’s request from 2 /3 names for the development to a single road name.

After further discussion and in consideration of the concerns raised by Mr Busby it was proposed by Cllr Criswell, seconded by Cllr Skeggs to name the whole roadway/loop ‘Newlands Way’. This was RESOLVED by 5 votes for and 2 abstentions.

6. **MINUTES OF THE MEETING HELD ON 29<sup>TH</sup> NOVEMBER 2021**

20<sup>th</sup> December 2021 – cancelled due to Government Plan B COVID 19 restrictions update and NALC recommendation

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

7. **POLICE REPORT**

- Unfortunately, Sergeant Rob Savill did not arrive for the meeting as expected.
- It was reported, the white van on the High Street outside Tythe Barn has returned and resumed parking on the pavement.

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

Nothing to report, work is due to commence end of 2022 for Wheatsheath crossroads.

9. **PARISH CLERK’S REPORT Inc.**

**Matters Arising Report & Updates:**

**Correspondence emailed to councillors:**

- i. RSN online – updates
- ii. CAPALC bulletin & NALC CEO bulletins
- iii. Neighbourhood Alerts
- iv. Think Communities December 2021 Newsletter
- v. Ann Pinkney, Think Communities Community Connector – Flood advice document
- vi. M & G Charibond share dividend £1.10
- vii. Police and Crime Commissioner, Darryl Preston – residents precept survey
- viii. SNRG – next meeting 19<sup>th</sup> January 2022
- ix. St Ives road Safety Committee – invitation to meeting 11<sup>th</sup> January 2022

10. **FINANCE & RISK MANAGEMENT MATTERS 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. **To Confirm the Precept 2022-2023** - The precept was proposed by Cllr Sutton, seconded by Cllr Potter and RESOLVED by a unanimous vote to be accepted.
- c. **To Approve the Draft Budget 2022-2023** – Will be discussed at the next meeting

- d. The clerk will ask K & M Lighting to look at the Millennium Car Park lights and look for an upgrade to LED's

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

11.1 to Discuss and consider the cost to purchase and install self-righting night owl bollards for Chatteris Road

Cllr Criswell asked on the costs for installation, still waiting on CCC to respond. Hopefully next meeting will have an update.

Cllr Skeggs proposed to remove the build outs at Chatteris Road as they are not effective, there was no seconder.

Cllr Criswell has asked Highways previously about the bollards and they are highly visible, this was discussed in the last meeting.

Cllr Skeggs proposed to have highly reflective horizontal bands on the bollards or to come back with an alternative suggestion. Cllr Criswell will speak to CCC.

12. **REQUEST FROM THE VHMC TO REPLACE THE LIGHTING IN THE LEASED AREA WITH LED'S ON PIR CONTROLS**

It was proposed by Cllr Skeggs, seconded by Cllr Criswell and RESOLVED by a unanimous vote to accept.

13. **TO PURCHASE WALL DISPLAY MAPS FOR THE NORWOOD ROOM**

It was proposed by Cllr Sutton, seconded by Cllr Potter and RESOLVED with 6 votes for and 1 abstention to purchase the maps. Cost = £327.50 + vat

14. **3 YEAR TREE AUDIT with PR Newson Ltd @ £1850 + vat**

The audit includes a GPs Tree Survey which is uploaded to the parish council mapping system and PDF maps.

The cost also includes the St John the Baptist Church trees and the portion applicable to the Church will be invoiced.

It was proposed by Cllr Blundell, seconded by Cllr Sansom and RESOLVED by a unanimous vote to accept.

15. **TO DISCUSS TREE PROPOSALS FOR THE QUEENS PLATINUM JUBILEE AND GREEN CANOPY**

**15.1 To Agree a Program for Councillors to distribute free trees with a maximum one per household to celebrate the Queens Platinum Jubilee in 2022 and costs to purchase trees. Potential cost in the region of £200 – 300 if unavailable FOC**

Suggestion – Indigenous fruit & nut trees plus bee friendly trees

It was proposed by Cllr Sansom, seconded by Cllr Blundell and RESOLVED by a unanimous vote to purchase 70 trees for the Queen's 70<sup>th</sup> year. The trees will be distributed to the community on a first come first served basis.

The Clerk will email councillors her suggested trees from Woodland Trust before purchasing.

**15.2 Two trees have been purchased from the Environment Reserves for the Norwood Field to commemorate the Queens Platinum Jubilee celebrations – a Copper Beech and Whitebeam @ £158.50**

**15.3 To purchase a sign to commemorate the planting of the Oak Tree at The Cross-White Post for King George V's coronation on Thursday, 22 June 1911  
Cost = £40 – 50 + vat**

It was proposed by Cllr Blundell, seconded by Cllr Skeggs and RESOLVED by a unanimous vote to proceed.

It was also proposed by Cllr Skeggs to change the lamp at the White Post obelisk from sodium to a metal haloid. The clerk will obtain costs.

16. **TO PURCHASE COMMEMORATIVE PLATINUM JUBILEE MUGS FOR ALL CHILDREN AT SOMERSHAM CP SCHOOL. Cost = £5.65 per mug (estimated 250 pupils = £1412.50)**

It was proposed by Cllr Sutton, seconded by Cllr Woolway and RESOLVED by a unanimous vote to proceed. The Clerk will contact the school to find out the expected pupil numbers.

17. **CONFIDENTIAL SESSION**

It was proposed by Cllr Criswell, seconded by Cllr Sansom and RESOLVED by a unanimous vote to close the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

The meeting closed at 8.33 pm and was reconvened at 9.08 pm.

### **17.1 Business Proposal**

Discussion was held on the business plan, and it was agreed there was a need for clarity in some areas.

It was agreed Cllrs Criswell, Dolby, Sutton and Sansom would meet with the prospective owner for discussion.

### **17.2 Staffing, recruitment, pay review and update from the Personnel Committee meeting held on 11<sup>th</sup> January 2022**

**Timebank Co-ordinator** – Mrs Godfrey realised her available time wouldn't allow her enough commitment to the role and decided to resign. The honesty is appreciated, and the vacancy was re-advertised. Anna Chivers was appointed to fill the vacancy and she started on 7<sup>th</sup> January 2022.

**Deputy Clerk** – Megan Blewett has resigned and is due to finish at end of February 2022.

The Personnel Committee discussed the vacancy and decided the Deputy Clerk role should be advertised as succession planning and the person appointed to shadow the Clerk until she retires from the parish council in May 2023.

The Deputy Clerk role would then be advertised again in January 2023 to train up a new staff member.

This was agreed by all councillors present.

### **Pay increase**

The NJC pay scales for 2021-2022 have not been set as the unions are calling for strike action. The offer on the table is 1.75% and the Parish Council budgeted a 2% increase in anticipation of the pay increase for this financial year. As yet no pay award has been agreed by the council.

This leaves the council with problems and options.

Two key staff members have recently resigned and contractually the council must pay them the 2021-2022 pay increase for the time they have been employed in this financial year. Because the recommendation is 1.75%, a new national offer would not be less than this.

Not paying outgoing staff an increase will negatively impact on their pension pots

It was proposed by Cllr Sutton, seconded by Cllr Criswell and RESOVED by a unanimous vote to award 1.75% for this financial year as an interim measure until the NJC pay agreement is settled and the 2021-2022 pay settlement will be revisited.

**Microshade**

The Chairman explained the Personnel Committee discussed and agreed office staff could work more efficiently using the Microshade system. It is also more secure under GDPR. Councillors will also have a direct link to the VSM folder to download or review their meeting papers.

18. **REPORTS OF MEETING ATTENDED BY PARISH COUNCILLORS**

Cllr Criswell reported attending CCC's Annual Conference on Friday 14<sup>th</sup> January. This was an online event. Cllr Criswell gave some of the presentation detail and also mentioned the decentralisation proposal by the coalition leadership which Cllr Criswell hoped would be mentioned at the conference, but it was not.

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

The Clerk was requested to obtain quotes for a light under the Public Shelter at The Cross.

The next meeting of Somersham Parish Council will be held on Monday 7<sup>th</sup> February 2022

There being no further business the meeting closed at 9.13 pm

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Richard Sutton, Chairman

ACCOUNTS					
ACCOUNTS	Salaries	£0.00	£6,350.09	£6,350.09	Bacs
LGSS	Pension Fund	£0.00	£479.94	£479.94	Bacs
NEST	Pension Fund	£0.00	£247.21	£247.21	DD
HMRC	Tax & NI	£0.00	£1,637.81	£1,637.81	Bacs
Office Staff	Home working allowance - x 4 office staff	£0.00	£104.00	£104.00	Bacs
CCL Supplies	Cleaning materials	£6.26	31.32	£37.58	Bacs
Fenland Fire Appliance LLP	Fire extinguisher servicing	£14.08	£70.40	£84.48	Bacs
M Tabrett	T'ai Chi sessions	£0.00	£200.00	£200.00	DD
MK Illuminations	Extension cable/sealing ring	£2.49	£12.45	£14.94	Bacs
ESPO	Gas	£3.56	£71.16	£74.72	Bacs
QVS Electrical Supplies	Floodlights - LED	£4.60	£23.00	£27.60	Bacs
	Sodium lamps	£15.40	£77.00	£92.40	Bacs
S Godfrey	Nordic walking	£0.00	£140.00	£140.00	Bacs
VHMC	Hall hire - strength & balance	£0.00	£100.00	£100.00	Bacs
	Hall hire - T'ai Chi	£0.00	£40.00	£40.00	Bacs
	Hall hire - yoga	£0.00	£28.00	£28.00	Bacs
R Adams Rehab	Strength & balance classes	£0.00	£250.00	£250.00	Bacs
Warren Access	Mounted platform hire / harness gear	£53.60	£268.00	£321.60	Bacs
	Mounted platform hire	£72.00	£360.00	£432.00	Bacs
Cole & Day	Fuel - 1 Nov - 15 Nov 2021	£11.37	£56.84	£68.21	Bacs
	Fuel - 16 Nov - 30 Nov 2021	£18.70	£93.46	£112.16	Bacs
Starfish Yoga	Adapted yoga	£0.00	£220.00	£220.00	Bacs
S Godfrey	Nordic walking	£0.00	£70.00	£70.00	Bacs
A Scriven	Expenses refund	£0.00	£4.50	£4.50	Bacs
M Greaves	Expenses refund	£0.00	£133.87	£133.87	Bacs
SLCC	Membership - P Bryant	£0.00	£319.00	£319.00	Bacs
Somersham Town Band	1st Prize winner, H Dolby - donated winnings to Town Band	£0.00	£100.00	£100.00	Bacs
Somersham Town Band	Donation - switch on event	£0.00	£50.00	£50.00	Bacs
Pear Technology	Tchnical support & software updates to 31/12/2022	£50.00	£250.00	£300.00	Bacs
	<b>TOTAL</b>	<b>£252.06</b>	<b>£11,788.05</b>	<b>£12,040.11</b>	<b>£12,040.11</b>

**Electronic payments**

BT Business	Qtr - to receive			£0.00	DD
Talk Talk Business	01487 841359 & internet - November & December 2021	£12.00	£60.00	£72.00	DD
Talk Talk	CIC-01487 840266 - October/November 2021	£12.75	£63.78	£76.53	DD
Siemens	Printer lease rental			£0.00	DD
Carphone warehouse	K Ixer - mobile contract payment	£1.25	£6.25	£7.50	DD
Giifgaff	P Bryant - mobile contract payment	£1.25	£6.25	£7.50	DD
Huntingdonshire DC	Sea Container - Rates	£0.00	£50.00	£50.00	DD
	Norwood Building - rates	£0.00	£0.00	£0.00	DD
	Millennium Sports Facility - Rates	£0.00	£50.00	£50.00	DD
SSE	Electricity - Multi sports area - Qtr 3	£0.00	£0.00	£0.00	DD
	Electricity - Lake sea container - Qtr 2			£0.00	DD
EDF	Electricity - Norwood Building -	£0.00	£0.00	£0.00	DD

	Electricity - Library - Qtr 3	£0.00	£0.00	£0.00	DD
	Electricity - Millennium Sports Facility - QRT 3	£0.00	£0.00	£0.00	Invoice
	Gas - Millennium Sports Facility - QTR 2			£0.00	Invoice
ESPO	Gas - Norwood Building			£0.00	DD
YU Energy	Street lighting - standing charge - November	0.48	9.55	10.03	DD
	Street lighting - electric - November	£3.94	£78.72	£82.66	DD
YU Energy	Street lighting - standing charge - December	0.49	9.87	10.36	DD
	Street lighting - electric - December	£4.29	£85.88	£90.17	DD

**TOTAL**

**£27.25**

**£236.28**

**£456.75**

**OPTIMUM CARD**

30 November 2021

**Katie Ixer**

PayPal refund	£0.00	£27.10	£27.10
GiffGaff - Timebank	£1.00	£5.00	£6.00

**Penny Bryant**

Giffgaff - Millennium wifi	£1.66	£8.34	£10.00
Giffgaff - M Tyers	£1.00	£5.00	£6.00
BrightPay Uk	£0.56	£2.82	£3.38
Amazon - Paper cups	£0.00	£74.17	£74.17
Monthly fee	£0.00	£1.99	£1.99
The Lock Shop - keys - sea container	£0.00	£12.00	£12.00
Amazon - mobile phone/caretaker	£11.16	£55.82	£66.98

**£15.38**

**£192.24**

**£207.62**

31 December 2021

**Katie Ixer**

Timebank - Amazon	£0.00	£107.47	£107.47
PayPal refund	£0.00	£16.00	£16.00
Tesco - refreshments	£0.00	£4.50	£4.50

**Penny Bryant**

Giffgaff - Millennium wifi		£8.33	£8.33
Giffgaff - M Tyers	£1.00	£5.00	£6.00
BrightPay Uk	£0.56	£2.82	£3.38
Monthly fee	£0.00	£1.99	£1.99
Amazon Padlocks	£2.86	£14.32	£17.18
Amazon Padlocks	£2.66	£13.32	£15.98
Staff Christmas gift vouchers	£0.00	£130.00	£130.00
Amazon hand sanitiser	£2.59	£12.89	£15.48
Amazon- padlock	£2.47	£12.35	£14.82
Amazon - cables /booster etc	£7.50	£37.48	£44.98

Trees Direct - Platinum Jubilee Trees	£0.00	£158.50	£158.50
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Zoom - annual fee	£23.98	£119.90	£143.88
Amazon - Tablet screen protectors x 2	£6.50	£32.47	£38.97
Amazon - Samsung tablets x 2	£64.74	£323.66	£388.40
	<u>£114.86</u>	<u>£1,001.00</u>	<u>£1,115.86</u>

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