

**MINUTES OF THE ANNUAL MEETING OF**  
**SOMERSHAM PARISH COUNCIL**  
**Held on Wednesday 18<sup>th</sup> May 2022 at 7.30 pm**  
**At the Millennium Sports Pavilion, The Trundle, PE28 3JS**  
[www.somersham-pc.gov.uk](http://www.somersham-pc.gov.uk)

**PRESENT WERE:**

Cllr J Blundell  
Cllr A Sansom  
Cllr D Skeggs  
Cllr R Sutton (Chairman)  
Cllr R Woolway

Mrs P Bryant, Clerk  
Mrs I Healiss, Succession Clerk

**IN ATTENDANCE:** Six (6) members of the public.

1. **TO ELECT THE CHAIRMAN & SIGN THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously **resolved** to suspend the length of Chairmanship item within the Council's standing orders (page 24).

It was proposed by Cllr Blundell, seconded by Cllr Woolway and unanimously **resolved** for Cllr Sutton to remain as Chairman.

The Declaration of Acceptance of Office was duly signed.

2. **TO CO-OPT COUNCILLORS TO FILL THE VACANCIES**

It was proposed by Cllr Skeggs, seconded by Cllr Blundell and unanimously **resolved** to accept three (3) candidates for co-option; Christine Dolby, Daryl Potter and Nicola Cross.

The Declarations of Acceptance of Office were duly signed.

3. **PUBLIC FORUM**

It was proposed by Cllr Sansom, seconded by Cllr Blundell and unanimously **resolved** to close the meeting for a period of time to hold a public forum.

The meeting was closed at 19:34 and reconvened directly after at 19:34 hours.

There were no matters raised.

It was agreed to move the following item from 8. on the agenda to directly after the public forum.

4. **TO RECEIVE A PRESENTATION ON AN AFFORDABLE HOUSING SCHEME IN SOMERSHAM**

A presentation for an affordable housing scheme within Somersham was provided by 'Living Space Housing'.

There was at length discussion regarding a proposal of approximately 75 dwellings within the parish (and bordering with Colne) of discounted market housing.

In addition to a 9-12-month consultation with HDC, there will also be a public consultation for resident input.

Three (3) members of the public left.

5. **TO ELECT THE VICE CHAIRMAN**

It was proposed by Cllr Sutton, seconded by Cllr Woolway and unanimously **resolved** to elect Cllr Dolby as Vice-Chair.

6. **TO ELECT THE PERSONNEL COMMITTEE, WORKING PARTIES AND REPRESENTATIVES**

It was proposed by Cllr Skeggs to remove the timebank steering group and **resolved** to do so.

Details included as appendix two (2).

7. **TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received from the County & District Councillor Steve Criswell as he was attending HDC's AGM.

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

None received.

9. **TO DISCUSS PLANNING MATTERS**

a) **PLANNING APPLICATIONS – response dates extended if required**

19/01790/OUT Land North of The Bank, Somersham

To consider an amendment to the formal description to align with the reduction in numbers on the revised layout. A reduction from 145 to 132 dwellings.

It was proposed by Cllr Dolby, seconded by Cllr Skeggs and unanimously **resolved** to agree to 132 houses as per application.

22/00732/HHFUL 69 High Street Somersham

Internal alterations to kitchen and dining areas, insertion of two conservation style rooflights, replacement window, door and alterations to kitchen extract

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously **resolved** to offer no objection to this application - the proposed alterations will improve the look and condition of the property.

22/00733/LBC 69 High Street Somersham

Internal alterations to kitchen and dining areas, insertion of two conservation style rooflights, replacement window, door and alterations to kitchen extract

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously **resolved** to offer no objection to this application - the proposed alterations will improve the look and condition of the property.

b) **PLANNING APPROVED**

22/00344/HHFUL 31 Feoffees Road, Somersham PE28 3JE

Extension to rear of bungalow to form larger lounge

c) **PLANNING APPEAL DISMISSED**

20/00467/FUL 56 High Street Somersham PE28 3JB

The conversion of 2 existing Flats into 4 Flats with associated parking

d) **PLANNING CORRESPONDENCE**

**Huntingdonshire DC – Planning Enforcement – 24 The Trundle** – no breach of control. The development to convert the attached garage, raise the height and extend to the front of the garage is within permitted development criteria for side extension, max height being no more than 4m and width of the extension to be not more than 50% of the width of the dwelling.

**Correspondence received regarding planning application 21/02111/OUT - The Pasture Somersham** -regarding previous Council objection due to over development of the site.



It was proposed by Cllr Sutton, seconded by Cllr Blundell and **resolved** to offer the following comments, with five (5) in favour and one (1) vote against:

The Pasture

- 1. The Council have no objection to the proposed 11 dwellings onsite.
- 2. The Council object to the planned access route identified on the site plan to neighbouring land and request that it is removed as the developer presumes an automatic right to develop the neighbouring land.
- 3. The Parish Council wish to be involved with the S106 Agreement discussion where it relates to the community benefit for Somersham, and are to include District Councillor Steve Criswell in possible future negotiations.

10. **MINUTES OF THE MEETING HELD ON 11<sup>TH</sup> AND 27<sup>th</sup> APRIL 2022**

It was agreed to defer this item to the next meeting.

11. **TO CONSIDER AND APPROVE THE UPDATED FINANCIAL REGULATIONS AND STANDING ORDERS**

It was proposed by Cllr Sansom, seconded Cllr Blundell and **resolved** to accept all documents presented for approval. There were six (6) votes in favour and two (2) abstentions. The revised Scheme of Delegation will replace the scheme adopted during the pandemic, and will form an appendix to the Standing Orders.

12. **TO CONSIDER AND APPROVE ALL REMAINING COUNCIL POLICIES**

It was proposed by Cllr Sutton to roll this forward.

13. **POLICE REPORT**

Neighbourhood alerts were received. The Council requested an updated police report for the next meeting.

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

Report included as appendix three (3).

15. **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

No matters to report.

16. **FINANCE & RISK MANAGEMENT MATTERS including: -**

- a. To Agree the Monthly Accounts Accounts shown as appendix one (1)  
It was proposed by Cllr Blundell, seconded Cllr Sutton and **resolved** to approve the accounts. Cllrs Cross, Dolby, Potter and Skeggs abstained from the vote.
- b. To Accept the Yearend accounts for 2021-2022  
It was proposed by Cllr Sutton, seconded by Cllr Dolby and **resolved** to defer this item to the next meeting.
- c. To Agree the Parish Clerk Progresses Projects in line with the approved Budget and Scheme of Delegation  
It was proposed by Cllr Sutton, seconded by Cllr Skeggs and **resolved**.

- d. To Report the Annual RoSPA Report for the Play areas has been received – Irene Healiss is working through the report with Martin Tyers.
- e. To Report Matters & Work required arising from the Tree Audit  
Major work is required to three trees on the border of the Norwood Playing Field and Parkhall Road. Two trees require the removal of dead wood, whilst the third tree must be felled due to an aggressive fungus and this may require a road closure.  
It was unanimously **resolved** for the Clerk to employ Mr Blackwell to remove the trees and close the roads. The work requires completion within three months.
- f. UPDATE: To purchase a replacement Computer for the Timebank Co-Ordinator @ £549.97 incl. VAT – The Clerk has discussed and agreed with Mrs Chivers to use the office laptop as opposed to necessitating the purchase of a replacement computer; this can be connected to the desktop screens via HDMI cables and access all required information on ‘Microshade’, including emails when in the office.

17. **HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS – REPAIRS/MAINTENANCE**

17.1 To Discuss and consider the cost to purchase and install self-righting night owl bollards for Chatteris Road by CCC Highways @ £600 + vat per bollard

It was proposed by Cllr Skeggs, seconded by Cllr Dolby and **resolved** not to purchase the bollards at £600 + VAT, as presented. There were five (5) votes in favour of this proposal.

Cllr Potter voted against. Cllr Cross abstained from the vote.

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously **resolved** for the Clerk to write to the Highways for a second road safety audit to be carried out at night.

17.2 LHI Improvement Bid 2022/23

The Parish Council will now do a further survey with a full bid, this can be rejected if the council are unsatisfied with highways proposals.

17.3 Emails –

Section 38 Application and Section 278 Application - St Ives Road, Somersham G59/2643CCC  
Transport Strategy – key stakeholder engagement

Cllr Skeggs agreed to attend one of the meetings.

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

None declared.

19. **CONFIDENTIAL SESSION**

**To consider the Victory Hall Management Committee’s response letter regarding the overdue invoice**

It was proposed by Cllr Skeggs, seconded Cllr Potter and **resolved** to close the meeting for a period of time as publicity would be prejudicial to the public interest due to the confidential matters to be discussed.

The meeting closed at 21:04 hours and was reconvened at 21:19 hours.

It was proposed by Cllr Woolway, seconded by Cllr Blundell and unanimously **resolved** to accept 60% of the bill as final payment for of the outstanding invoice owed by the Victory Hall Management Committee.

The Parish Council wish to maintain a positive relationship with the VHMC. The letter is to include that the Clerk and council were not inactive as alleged but worked very hard during the lease negotiation process.

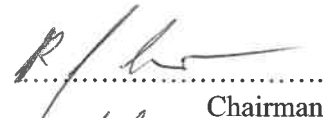
20. **NOTICES & MATTERS FOR THE NEXT AGENDA**

Cllr Woolway raised his concerns with environmental heath, and the burning of imported waste.

Cllr Potter raised his concern with school bus passes to surrounding secondary schools. The Clerk advised this was a matter for Cllr Potter to raise with County Cllr Criswell.

The next meeting of Somersham Parish Council will be held on Monday 6<sup>th</sup> June 2022.

There being no further business the meeting closed at 21:22 hours.

  
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Chairman  
6/6/22

CCC	ITS	18th May 2022	Vat	TOTA	
		Salaries	£0.00	£6,384.44	£6,
ension payments		Pension Fund	£0.00	£1,062.24	£1,
MRC		Tax & NI	£0.00	£2,342.11	£2,
		Home working allowance - x 4 office staff	£0.00	£104.00	£
		Salaries	£0.00	£6,713.41	£6,
ension payments		Pension Fund	£0.00	£1,057.17	£1,
MRC		Tax & NI	£0.00	£2,043.86	£2,
		Home working allowance - x 4 office staff	£0.00	£104.00	£
Irs L Garrick		Adapted yoga sessions - March 2022	£0.00	£110.00	£
untingdonshire DC		1 x 1100 ltr residual bin - weekly collections - 01 Apr to 30 Jun 22	£0.00	£184.60	£
eve Blackwell		Inv 100348 - clearance work at the lake area	£0.00	£400.00	£
like Tabrett		Tai Chi sessions - February/March 2022	£0.00	£400.00	£
thos Communciations		Printing/meterage	£42.00	£210.00	£
licro		Hosted service monthly fee - April 2022	£42.24	£211.20	£
ole & Day		Fuel 16 March - 31 March 2022	£18.44	£92.18	£
Adams Rehab		Strength & balance classes - March 2022	£0.00	£200.00	£
Scriven		Expenses refund	£0.00	£4.50	
ambridge Water		Water - Millennium Pavilion	£0.00	£55.05	
am Godfrey		Nordic walking sessions - March 2022	£0.00	£140.00	£
.CC Enterprises Ltd		FiLCA course - I Healiss	£24.00	£120.00	£
APALC Ltd		GDPR/data protection courses - A Chivers	£0.00	£28.00	
R Newson Ltd		3 yearly tree audit	£370.00	£1,850.00	£2,
ialtas Ltd		MTD - annual support	£11.80	£59.00	
ILCC Commercial		Cleaning invoices	£0.00	£2,112.00	£2,
ettle		Replacement Zettle Reader	£5.80	£29.00	
I Murray Signs Ltd		Litter picking banner - date/ time amendment	£4.00	£20.00	
Adams Rehab		Strength & balance classes - April 2022	£0.00	£150.00	£
ictory Hall MC		Hall hire - strength & balance - April 2022	£0.00	£80.00	
		Hall hire - T'ai Chi - April 2022	£0.00	£40.00	
		Hall hire - adapted yoga - April 2022	£0.00	£14.00	
		Hall hire - Timebank coffee morning	£0.00	£17.50	
licroshade VSM		Monthly fee - May 2022	£42.24	£211.20	£
isionICT		Biennial fee for .gov.uk domain renewal - April 2022 - March 2024	£3.00	£15.00	
		Email hosted - deputy clerk	£3.60	£18.00	
laysafety Ltd		Play area annual inspection	£29.40	£147.00	£
uman Capital Dept		HR Support	£100.00	£500.00	£
thos Communciations		Printing/meterage	£3.76	£18.79	
iking Payments		Balance due	£2.27	£11.34	
SK Installations		Extra work to CCTV at The Cross	£78.00	£390.00	£
ialtas Ltd		Omega cashbook annual fee	£137.40	£687.00	£
ole & Day		Fuel 01 April - 15 April 2022	£13.73	£68.67	
		Fuel 16 April - 30 April 2022	£7.37	£24.85	

WLL	Loan Repayment	£0.00	£5,406.00	£5,
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<b>TOTAL</b>		<b>£780.55</b>	<b>£27,649.59</b>	<b>£34,</b>
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**Electronic payments**

IT Business	Qtr 4			
Talk Business	01487 841359 & internet - March & April 2022 (Due 1 Ap/02 May)	£15.20	£76.00	
Talk Talk	CIC-01487 840266 - April 2022	£7.47	£37.33	
emens	Printer lease rental - 27 April - 26 July 2022	£17.99	£89.97	f
arphone warehouse	Timebank - mobile contract payment	£1.25	£6.25	
iihgaff	P Bryant - mobile contract payment	£1.25	£6.25	
unt. Donshire DC	Sea Container - Rates April & May 2022	£0.00	£99.00	
	Norwood Building - rates	£0.00	£0.00	
	Millennium Sports Facility - Rates	£0.00	£50.00	
DF	Electricity - Multi sports area - April 2022 (invoiced in May)	£0.43	£8.57	
ritish GasLite	Electricity - Lake sea container - April 2022	£0.00	£0.00	
ritish GasLite	Electricity - Norwood Building - April 2022	£3.24	£64.87	
ritish GasLite	Electricity - Library - April 2022	£215.67	£1,078.32	£1,
ritish GasLite	Electricity - Millennium Sports Facility - April 2022	£7.14	£142.78	f
ritish GasLite	Gas - Millennium Sports Facility -April 2022	£3.40	£67.97	
ottish Power	Gas - Norwood Building - April 2022	£10.91	£218.22	f
J Energy	Street lighting - standing charge - April 2022	£0.48	£9.55	
	Street lighting - electric April 2022	£3.41	£68.20	
ambridge Water	Norwood Building/ Victory Hall - due 1 April 2022			

<b><u>TOTAL</u></b>		<b>£287.84</b>	<b>£2,023.28</b>	<b>£2,</b>
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### Charity Representatives

Charity	Somersham PC Representatives
Education Charity of Thomas Hammond	John Blundell (Councillor) David Bonnett (Parishioner) Richard Sutton (Councillor)
Harvey Feoffees Charity Committee	David Cornwell (Parishioner) Lesley Minter (Parishioner) Richard Sutton (Councillor)  <b>4 year term re-election dates</b> David Cornwell – 2024 Lesley Minter – 2024 Richard Sutton – re-elected by the Trustees on 17 <sup>th</sup> May 2022
Somersham Charity of Poor's Money. William Petit Wilson & Robert Hempsted	David Bonnett (Parishioner) Dianna Skeggs (Councillor) Richard Sutton (Councillor)
Victory Hall Management Committee	John Blundell (Councillor) Dianna Skeggs (Councillor) 1 <i>Vacancy</i>
Somersham Nature Reserve Group (SNRG)	Anthony Sansom

### Committees & Working Parties

Working Party	Members
Environment & Localism	John Blundell Christine Dolby Tony Sansom Dianna Skeggs Richard Sutton  Steve Blackwell (Definitive Footpath responsibility)  <i>Vacancies</i>
Christmas Lights	John Blundell Mervyn Greaves (WP Chairman, parishioner) Dianna Skeggs <i>Vacancies</i>
Communication & Engagement including Somersham4u Newsletter	<i>Disbanded until 2023 to re-evaluate</i>



Finance, Insurance & Risk Management	Daryl Potter Dianna Skeggs Richard Sutton <i>3 Vacancies</i>
Personnel Committee	Christine Dolby Richard Sutton  <i>1 vacancy – nomination to fill the vacancy at the discretion of the current committee</i>

**District & County Councillor Steve Criswell**

Dear all

Apologies for not being with you, but the amended meeting date now clashes with the AGM at HDC.

Congratulations for being elected to the parish council for a further four years. I look forward to continuing to work with you all. It is of course disappointing that willing volunteers are in short supply, but hopefully more can be encouraged to join the council in due course.

I am pleased to have been re-elected to represent Somersham on the district council for a further term of office and will make myself available to assist the parish council in any way I can.

Following the local election, HDC is now in 'no overall control' which, experience shows does not normally lead to clear policy-making or quick decisions.

Examples affecting our local area and that I am directly involved with, delayed as a result of the county council moving into 'no overall control' 12 months ago, are –

- Wearsheaf crossroads design work is now underway, but was originally planned to take place last summer.
- The review of HGV routing policy was halted and only now has got back to where we were last May.
- The 20mph limit policy review was due to start last June and has yet to commence. This could impact on our LHI scheme.
- The introduction of decentralised or 'Place- based' working was due to be rolled out last summer, but is now floundering with no clear idea of what, how or when.

A high-level introductory consultation on the Hunts Transport Strategy is now taking place to ensure that local views are taken on board as the detail is developed.

The Envar incinerator planning application is still raising questions that require further work. The earlier officer prediction of a June decision is now looking optimistic.

An item of good news is that the Somersham LHI bid was successful and officers will be in touch to develop a 20mph limit scheme in due course.

If any issues arise, please get back to me.

Kind regards,

Steve (Criswell)

*Ends.*