

**MINUTES OF THE MEETING OF
SOMERSHAM PARISH COUNCIL**
Held on Monday 4th July 2022 at 7.30 pm
At the Millennium Sports Pavilion, The Trundle, PE28 3JS
www.somersham-pc.gov.uk

PRESENT WERE:

Cllr J Blundell Cllr D Potter
Cllr N Cross Cllr D Skeggs
Cllr C Dolby Cllr R Sutton (Chairman)
Cllr J Drury Cllr R Woolway
Cllr K Meadows

Mrs P Bryant, Clerk
Mrs I Healiss, Succession Clerk
(attended late)

IN ATTENDANCE: Two (2) members of the public and three (3) prospective Cllrs; Mr Wilson, Mrs Smith, Mrs Ephgrave.

1. **APOLOGIES**

Apologies for absence were accepted from:
Cllr Sansom – personal

2. **PARISH COUNCILLORS DECLARATIONS OF INTEREST**

Cllr Sutton declared an interest in agenda item 12 (d) due to personal benefit.

3. **PUBLIC FORUM**

It was proposed by Cllr Dolby, 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 19:31 and reconvened at 19:39.

Matters raised included weeds on the footpaths and highway, dirt by the footpaths and roads in Manor Close estate which require a road sweep. The trees on the green area belonging to HDC also require work. Cllr Criswell will follow this up.

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

Applications were received from three (3) prospective candidates.

Ryan Wilson, Anne Ephgrave and Frances Smith presented themselves to the Council.

It was proposed by Cllr Woolway to co-opt all three candidates, seconded by Cllr Cross and unanimously **resolved** to do so.

5. **TO CO-OPT COUNCILLORS TO COMMITTEES, WORKING PARTIES & AS REPRESENTATIVES**

• **PERSONNEL COMMITTEE**

- To co-opt Cllr John Blundell to the Committee.

It was proposed by Cllr Sutton, seconded by Cllr Dolby and **resolved** for Cllr Blundell to be co-opted onto the Personnel Committee. There were four (4) abstentions.

- To work as the Committee for the lease agreement negotiations at the Millennium Sports Facility for the agreed business proposal.

It was proposed by Cllr Sutton, seconded by Cllr Drury and **resolved** to do so. There were three (3) abstentions.

- **Traffic Working Party**

- To restart the working party as part of the consultation process for the successful 20 mph LHI Bid and Speedwatch volunteer group proposal.

It was agreed that Parish Councillors Skeggs, Drury, Cross and Sutton together with County and District Cllr Criswell to restart the working party. A first meeting date will be arranged between the working party, Clerk and succession Clerk.

- **To Co-opt councillors to vacancies on working parties and as representatives**

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

6. PLANNING MATTERS

a) PLANNING APPLICATIONS

22/01203/HHFUL 26 Church Street Somersham Huntingdon PE28 3EG
Single storey side extension, addition of solar panel to main south side facing roof and new extension roof.

It was proposed by Cllr Potter, seconded by Cllr Skeggs and **resolved** to recommend no objection as the proposed works are in keeping with the property and street scene. There were three (3) abstentions.

22/01243/DEMDET 20 Church Street Somersham Huntingdon PE28 3EG
Removal of wall to the front/side and garage to the rear

It was proposed by Cllr Potter, seconded by Cllr Skeggs and **resolved** to recommend no objection. As this is Prefab bungalow, the works are necessary to improve the site. There were three (3) abstentions.

22/01362/HHFUL 15 Pennway Somersham Huntingdon PE28 3JJ
Single storey front extension

Cllr Blundell declared a personal interest.

It was proposed by Cllr Cross, seconded by Cllr Meadows and **resolved** to recommend no objection, as the proposed extension is in keeping with the property and street scene. There were four (4) abstentions.

b) PLANNING APPROVED

21/02837/LBC 99 High Street Somersham PE28 3EE
Erection of illuminated and non-illuminated signs to the exterior of the building

20/00405/OUT Land North Of Stocks Bridge Way Compass Point Business Park St Ives
Outline planning application with all matters reserved except for access for the provision of up to 8,400 sq.m (Gross External Area) of B1 (Research + Development and Light Industry) and or B2 (General Industrial) floorspace

c) PLANNING CORRESPONDENCE

Huntingdonshire DC – Re 21/02111/OUT - The Pasture, Somersham.

It was agreed that a letter to Ward Members includes the parish council's request to be a part of discussions on the use of the financial contribution secured through the S106, which must be used within 5 years. It was proposed by Cllr Sutton, seconded by Cllr Dolby and **resolved** the accept the recommendation that the Council reject this very narrow proposal in favour of broadening the s106 monies to include payment 'for any development likely to improve or enhance sports provision at Parish Council owned facilities in Somersham.' There were four (4) abstentions.

○ **Street Naming & Numbering Notification.**

Confirmation of addressing to an existing static caravan at Rosefield, Parkhall Road, Somersham.

To Be Known As: 7 ROSEFIELD PARKHALL ROAD SOMERSHAM HUNTINGDON PE28 3HF

7. **MINUTES OF THE MEETING HELD ON 6th JUNE 2022**

It was proposed by Cllr Potter, seconded Cllr Blundell and **resolved** that the Minutes of the 6th June 2022 are a true record of events. There were three (3) abstentions.

Cllr Sutton duly signed the Minutes.

8. **POLICE REPORT**

The police report was accepted.

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

Cllr Criswell offered an update regarding CIL money and the opportunity for the parish council to apply in this funding round. The household support fund is also available through Age UK.

10. **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. HDC – New Leader and Cabinet Press release
- v. Bus service changes from 5th June 2022

Nothing further to report from the Clerk.

11. **SHARING AN NHS 'VACCINE BUS' WITH PIDLEY-CUM-FENTON PARISH COUNCIL FOR HALF A DAY PER PARISH.**

The Clerk will further investigate costings, with a view to pursue this proposal if free of charge.

12. **FINANCE & RISK MANAGEMENT MATTERS including: -**
(Monthly Accounts shown as Appendix A)

a. To Agree the Monthly Accounts

It was proposed by Cllr Sutton, seconded Cllr Drury and **resolved** to approve the accounts. There were three (3) abstentions. The recent decision of the Personnel Committee was explained regarding home working allowance.

b. To accept the Internal Auditor for 2022-2023

It was proposed by Cllr Sutton, seconded by Cllr Blundell and **resolved** to accept the internal auditor as Canalbs Ltd for 2022-2023. There were three (3) abstentions.

c. To Report the VHMC has agreed to settle the overdue account and pay the 60% offered.

Noted and accepted.

d. To accept a quote from Contracta to repair the hearing loop at the Millennium Pavilion @ £1238.50.

It was proposed by Cllr Sutton, seconded by Cllr Cross and **resolved** to accept the quote from Contracta. There were three (3) abstentions.

e. To Agree the Clerk and Deputy Clerk may carry out a public consultation necessary to justify an application for CIL funding to enhance the Norwood Building and playing field (Continuation of the existing Norwood Project). Also, to allow the funding application to be made in the August 2022 bidding round.

Proposals include but potentially not exclusively extending the car park, refurbishing the multi sports area, a ‘Men’s Shed’, public toilets.

It was agreed for the Clerk, succession Clerk and Councillors to meet on Monday 11th July 2022 at 7pm for an informal discussion regarding the initial consultation.

It was proposed by Cllr Sutton, seconded by Cllr Cross and **resolved** to do so. There were three (3) abstentions.

- f. **To Purchase a Flag Pole for the Norwood Building** – minimal cost as groundsman can construct. **Aim:** to improve visibility of the Council and the location of the parish council office.

It was proposed by Cllr Sutton, seconded by Cllr Woolway and **resolved** to do so. There were three (3) abstentions.

13. **HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS - REPAIRS/ MAINTENANCE**

- a. CCC Transport Strategy Stakeholder Engagement Survey 2022.
b. To discuss the buildouts at Chatteris Road.

Concern was raised regarding the night safety audit carried out by the County Council. Cllr Criswell confirmed that two (2) audits had already been carried out at the expense of CCC, so a third audit would be at the cost of the parish council. The proposed purchase of ‘Night owls’ are to be included on the August agenda.

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

None to report.

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

Night owls, CIL funding, 20mph through the village.

The next meeting of Somersham Parish Council will be held on Monday 1st August 2022.

There being no further business the meeting closed at 21:04 hours.

.....

Chairman

Appendix A

ACCOUNTS	4th July 2022	Vat	TOTAL	Cost Centre
	Salaries	£0.00	£7,950.08	£7,950.08 Bacs Salaries - 13 June 2022
Pension payments	Pension Fund	£0.00	£1,061.33	£1,061.33 Bacs Pensions - 13 June 2022
HMRC	Tax & NI	£0.00	£2,175.77	£2,175.77 Bacs HMRC - 13 June 2022
	Home working allowance - x 4 office staff	£0.00	£104.00	£104.00 Bacs Salaries - 13 June 2022
Microshade Business	Hosted service monthly fee - June 2022	£42.24	£211.20	£253.44 Bacs Office
Somersham Carnival	Carnival stall - Angling Club	£0.00	£15.00	£15.00 Bacs Angling Club
M Tabrett	Tai Chi instruction	£0.00	£400.00	£400.00 Bacs Changing Lives
PSK Installations	GSM/3g line rental - remote CCTV, High Street	£11.10	£55.50	£66.60 bacs CCTV
Huntingdonshire DC	Excess bin weight charge - March 2022	£0.00	£20.10	£20.10 Bacs Amenity areas
L Garrick	Adapted yoga instruction	£0.00	£110.00	£110.00 Bacs Changing Lives
VHMC	Hall hire - coffee morning	£0.00	£17.50	£17.50 Bacs Timebank
	Hall hire - strength & balance classes	£0.00	£80.00	£80.00 Bacs Changing Lives
	Hall hire - adapted yoga	£0.00	£35.00	£35.00 Bacs Changing Lives
	Hall hire - Tai Chi	£0.00	£40.00	£40.00 Bacs Changing Lives
Cole & Day	Fuel - 16 May - 31 May 2022	£34.27	£171.35	£205.62 Bacs Kubota
Huntingdonshire DC	Uncontested parish council election re-charges	£0.00	£252.58	£252.58 Bacs Admin
Rollins Farm	Cable ties/netting	£0.00	£43.99	£43.99 Bacs Angling Club
	Bale of straw	£0.00	£36.00	£36.00 Bacs Angling Club
S Godfrey	Nordic walking instruction	£0.00	£140.00	£140.00 Bacs Changing Lives
M Murray Signs	Handlebards advertising banner	£6.00	£30.00	£36.00 Bacs Timebank
ICO	Data Protection Renewal Fee - on or before 9 July 2022	£0.00	£40.00	£40.00 Bacs Admin
Viking	Stationery	£5.15	£25.73	£30.88 Bacs Admin
Mrs P Bryant	Expenses refund - Baxi boiler services	£36.00	£180.00	£216.00 Bacs Millennium SF
Huntsforum	Annual membership 1 April 2022 - 31 March 2023	£0.00	£25.00	£25.00 Bacs Admin
CCL Supplies	Refuse sacks & washing up liquid	£5.66	£28.30	£33.96 Bacs Amenity areas
Ethos	Printing copies	£24.23	£121.17	£145.40 Bacs Admin
Cole & Day	Fuel - 01 June- 15 June 2022	£14.98	£74.87	£89.85 Bacs Kubota
Huntingdonshire DC	Excess bin weight charge - April 2022	£0.00	£23.10	£23.10 Bacs Amenity areas
			£0.00	Bacs
TOTAL		£179.63	£13,467.57	£13,647.20
				<u>£13,647.20</u>

Electronic payments

BT Business	Qtr 4			£0.00	DD	Administration
	01487 841359 & internet - May/ June 2022 (Due 1 June & 1 July)					
Talk Business		£16.29	£81.47	£97.76	DD	Administration
Talk Talk	CIC-01487 840266 - due 5 June 2022	£6.73	£33.63	£40.36	DD	Library
Siemens Carphone warehouse	Printer lease rental - 27 April - 26 July 2022 - <i>paid to date</i>			£0.00	DD	Administration
	Timebank - mobile contract payment	£1.25	£6.25	£7.50	DD	Time Bank - office

Giifgaff	P Bryant - mobile contract payment	£1.25	£6.25	£7.50	DD	Administration
Huntingdonshire DC	Sea Container - Rates June 2022	£0.00	£50.00	£50.00	DD	Administration
	Norwood Building - rates	£0.00	£0.00	£0.00	DD	No rates due in 2022-2023
	Millennium Sports Facility - Rates	£0.00	£69.00	£69.00	DD	Millennium SF
EDF	Electricity - Multi sports area - 13 June 2022	£0.43	£8.57	£9.00	DD	Multi sports area
British GasLite	Electricity - Lake sea container - 20 May 2022	£0.00	£0.00	£0.00	DD	Lake area - in credit
British GasLite	Electricity - Norwood Building - 20 May 2022	£2.80	£55.94	£58.74	DD	Norwood Building
British GasLite	Electricity - Library - 20 May 2022	£5.38	£107.67	£113.05	DD	Library
British GasLite	Electricity - Millennium Sports Facility - 20 May 2022	£5.08	£101.63	£106.71	DD	Millennium SF
British GasLite	Gas - Millennium Sports Facility -20 May 2022	£0.79	£15.89	£16.68	Invoice	Millennium SF
Scottish Power	Gas - Norwood Building - May 2022	£10.91	£218.22	£229.13	DD	Norwood Building
YU Energy	Street lighting - standing charge - May 2022	£0.49	£9.87	£10.36	DD	Street lighting
	Street lighting - electric May 2022	£3.32	£66.49	£69.81	DD	Street lighting
Cambridge Water	Norwood Building/ Victory Hall - due 1 April 2022			£0.00	DD	Water
	<u>TOTAL</u>	<u>£54.72</u>	<u>£830.88</u>	<u>£885.60</u>		