

## MINUTES OF A MEETING OF SOMERSHAM PARISH COUNCIL

Held on Monday 17<sup>th</sup> April 2023 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 C Dolby	Cllr F Smith
Cllr J Drury	Cllr R Sutton (in the chair)
Cllr K Meadows	Cllr R Woolway
Cllr D Potter	<i>Cllr D. Skeggs</i>
Cllr T Sansom	

Mrs I Healiss, Succession Clerk  
Mrs J Turney, Deputy Clerk

Members Fifteen (15) Quorum: Five (5)

### IN ATTENDANCE:

County & District Cllr S Criswell  
Three (3) members of the public.

### 52/04/23 APOLOGIES

Apologies for absence were accepted from:

Cllr N David	work commitments
Cllr C Fidler	personal
Cllr R Wilson	work commitments
Mrs P Bryant (Clerk)	illness

### 53/04/23 PARISH COUNCILLORS' DECLARATIONS OF INTEREST

No declarations were made.

### 54/04/23 PUBLIC FORUM

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously RESOLVED to close the meeting for a period of time to hold a public forum.

The meeting was closed at 19:31 hours and reconvened at 19:44 hours.

A resident expressed thanks for the implementation of the 20mph speed limit through the village, which is due to be completed imminently. Further to recent anti-social behaviour in the village, thanks were also offered for police assistance provided in resolving the issues.

Concern was raised regarding:-

- high levels of traffic on the High Street
- pending development in the village

especially when considering the lack of parking provision. Cllr Criswell clarified that as per HDC policy, there is a 40% affordable housing allocation for all developments.

**55/04/23      REPORT FROM DISTRICT & COUNTY COUNCILLOR S CRISWELL**

Cllr Criswell reported that the Local Plan is currently being reviewed and under consultation.

The upcoming DMC meeting on 19<sup>th</sup> April 2023, regarding planning application CCC/21/088/FUL at Envar Composting Ltd has officer recommendation for approval.

There are issues with the roads and insufficient funding for maintenance requirements. (Twenty-one days for pothole repairs.).

Cllr Skeggs - Suggestion for a weight limit on the road between Somersham and Chatteris, due to issues with heavy tonne lorries. Chatteris Rd is in a bad state of disrepair, and a suggested speed limit is more likely than a HCV ban.

Cllr Potter – The ability for residents to make a Dr's appointment is proving difficult for some.

The shortage of GPs is a widespread issue, and complaints need to be made directly to the surgery. It was raised that the 111 system also requires review.

**56/04/23      PLANNING MATTERS****a) PLANNING APPLICATIONS**

22/02488/FUL                      Land Rear Of 122 To 124 High Street  
Proposed bungalow and widening of vehicular access to High Street

It was proposed by Cllr Skeggs, seconded by Cllr Dolby and RESOLVED to support this proposal. The proposed plan is in keeping with the surrounding area, and the suggested bungalow as single storey accommodation is en par with local requirements. There were four (4) votes in favour and three (3) abstentions.

23/00415/HHFUL                69 High Street, Somersham, PE28 3JB  
Internal alterations to kitchen, insertion of two conservation style rooflights, replacement door and alterations to kitchen extract

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously RESOLVED to support this application, as the proposed amendments will improve the internal accommodation and will not affect the exterior of the property.

23/00416/LBC                    69 High Street, Somersham, PE28 3JB  
Internal alterations to kitchen, insertion of two conservation style rooflights, replacement door and alterations to kitchen extract

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and unanimously RESOLVED to support this application, as the proposed amendments will improve the internal accommodation and will not affect the exterior of the property.

23/00580/FUL                    Former Palace Yard Farm, Church Street, Somersham  
Construction of one dwelling

It was proposed by Cllr Sansom, seconded by Cllr Skeggs and unanimously RESOLVED to support this application, as the proposal is in keeping with the surrounding area.

**a) PLANNING APPROVED**

- 23/0052/HHFUL 12 Loftsteads, Somersham  
Proposed 1 and a half storey side extension to domestic dwelling.
- 22/02313/FUL The Centurian Hall High Street PE28 3EE  
Alterations to rear elevation including replacement of windows, new escape door, blocking of an existing door and 2 roof lights.
- 22/02313/FUL Somersham Curry Kebab House, High Street, Somersham  
Alterations to rear elevation including replacement of windows, new escape door, blocking of an existing door and 2 roof lights.
- 22/02034/FUL Millennium Sports Field, The Trundle, Somersham  
Construction of a blended private and community-use swimming pool facility.
- 21/02861/FUL Land West of east View to Llala Parkhall Road, Somersham  
Change of use of land for the creation of 6no. Gypsy/Traveller pitches comprising the siting of 1 no. Mobile Home, 1 no. Touring Caravan and formation of hardstanding area, per pitch.

To Note; the allocation of addressing at: Land west of East View to Llala, Parkhall Road, Somersham to be known as 1 – 6 Roseview Paddocks, Parkhall Road, Somersham, Huntingdon

**b) PLANNING APPEALS**

- 21/01374/FUL Agricultural Building between 7 and 9 Kind Street, Somersham  
Demolition of existing agricultural buildings and erection of three detached dwellings, garage and associated work.

**c) HUNTINGDONSHIRE DC PLANNING CORRESPONDENCE**

- Local Plan Consultation launch: briefing for Town & Parish Councils (links sent to councillors)
  - Draft Settlement Hierarchy Methodology will be available between 29/03/23 and 10/05/23
  - Call for Sites Spring 2023 will be available between 29/03/23 and 07/06/23
  - Draft Land Availability Assessment Methodology will be available between 29/03/23 and 10/05/23

**d) CAMBRIDGESHIRE CC DEVELOPMENT CONTROL PANEL**

DMC meeting on 19<sup>th</sup> April 2023 regarding planning application CCC/21/088/FUL at Envar Composting Ltd.

**57/04/23 MINUTES OF THE MEETING HELD 13<sup>th</sup> MARCH 2023**

At the request of Cllr Potter, the following amendment was made to the Minutes;

**Item 39/03/23** To add to the report provided by Cllr Criswell additional information regarding compostable bin waste:- <https://www.huntingdonshire.gov.uk/bins-waste/what-goes-in-which-bin/>

Including the aforementioned amendment, the Minutes were therefore proposed by Cllr Potter, seconded by Cllr Meadows and unanimously RESOLVED by all Councillors present to be approved. The Chairman duly signed the Minutes as a true record of events.

**58/04/23      POLICE REPORT**

Neighbourhood Safety emails.

A police report was not provided for the meeting. The Neighbourhood Teams police Sgt Caruana has confirmed attendance at the APM in May to offer a report.

**59/04/23      PARISH CLERK'S REPORT Inc.****Matters Arising Report & Updates:**

- i. Introduction of VSM shared folder to be used by Councillors. – This is still under construction by the Clerk, although Cllrs should now have access to the shared folder.
- ii. Replacement waste bins for the Lake area have been delivered. The concrete drainage pipes will be removed once the bins are in situ.
- iii. The newly donated defibrillator for the Norwood Building & playing field has been received and due to be installed ASAP.

It was agreed for the Clerk to offer a letter of thanks to the 'Rose and Crown' pubic house for raising funds to cover maintenance fees for the defibrillator for two (2) years.

The Clerk will try establish who owns and maintains the defibrillator located outside Tesco.

**Correspondence emailed to councillors:**

- i. CAPALC bulletins & updates
- ii. NALC CEO bulletins
- iii. Neighbourhood Alerts
- iv. Preparations for the Annual Pathfinder March – Saturday 24 June 2023
- v. Cambridgeshire ACRE bulletins and updates
- vi. Cambridge Carbon Footprint Charity information
- vii. Huntingdonshire DC – press releases & updates

**60/04/23      FINANCE & RISK MANAGEMENT MATTERS INCLUDING: -****i. Monthly Accounts (Appendix 1)**

The monthly accounts were proposed by Cllr Sutton, seconded by Cllr Potter and unanimously RESOLVED for approval.

**ii. Annual CAPALC affiliation fee including DPO membership @ £828.79**

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED for approval.

**iii. Initial transfer of £50,000 to the CCLA, in line with the new Investment Policy**

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED for approval. There was one (1) abstention - Cllr Skeggs abstained due to not fully understanding the reasons for transferring money over to CCLA.

**iv. To Note:**

- a. Successful Lottery Funding received for the Somersham Coronation Event on 8/5/23 @£4,500
- b. HIP funding towards Men's Mental Health @ £6,610.

The Succession Clerk reported that there is also the possibility of further funding totalling £5000 from the Vibrant Communities Fund.

**61/04/23     PLANT AN OAK TREE AT THE WHITE POST AREA IN CELEBRATION OF KINGS CHARLES III'S CORONATION, TOGETHER WITH AN EXPLANATORY PLAQUE (approximate cost £200-£250 from the contingency fund)**

This would compliment the oak tree planted for the coronation of King George VI in 1937.

It was proposed by Cllr Sutton, seconded by Cllr Meadows and unanimously RESOLVED for approval.

The Clerk is to ensure that appropriate advice is sought regarding the correct oak tree for the location.

**62/04/23     REQUEST RECEIVED FROM SOMERSHAM COMMUNITY LIBRARY TO IMPROVE THE INSULATION (TO RE-GLAZE 5 WINDOWS AND INSULATE THE CEILING.)**

Providing the proposed works are at no cost to the council, it was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED for approval.

**63/04/23     HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance**

- i.        Community Roadwatch – traffic speed checks
- ii.       TMC incident reports – March 2023 & training invite

**Church Walk** – the footpath appears to have been recently cleared. This area is unadopted and does not fall under the responsibility of the Parish Council. The Clerk will consult with the church (and possibly Timebank) to evaluate possible maintenance work carried out. Insurance risks and liability were discussed.

**64/04/23     REPORTS OF MEETINGS ATTENDED BY PARISH COUNCILLORS**

The SNRG are finding difficulty in receiving three (3) quotes, although funding for the footpath has now gone through.

The Succession Clerk will be attending the next meeting (subject to confirmation of the date).

**65/04/23     CLOSED SESSION**

It was proposed by Cllr Sutton, seconded Cllr Sansom and unanimously 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 20:36 hours and was reconvened at 20:59 hours.

Mrs Turney (Deputy Clerk) also left the room.

**PERSONNEL COMMITTEE updates**

- a) Recommended NEST Pension contributions from April 2023.

The Succession Clerk presented a written recommendation report for consideration by councillors from the Parish Clerk.

It was proposed by Cllr Sutton, seconded Cllr Sansom and unanimously RESOLVED to agree with the recommendation. There were eight (8) votes in favour and one (1) abstention - Cllr Skeggs observed no evidence has been provided that staff are dissatisfied with current employer contribution arrangements.

- b) To note the Lengthsman Job description

66/04/23

**QUOTATION TO REPLACE THE NORWOOD BUILDING WINDOWS AND ENTRANCE DOOR (PRECEPT BUDGET £10,000)**

It was proposed by Cllr Sutton, seconded Cllr Potter and unanimously RESOLVED for the Clerk to proceed with the budgeted spend of £10,000 and appoint a suitable contractor to carry out the works.

67/04/23

**NOTICES & MATTERS FOR THE NEXT AGENDA**

Coronation 'Picnic in the Park' on Monday 8<sup>th</sup> May, Chairmanship training on the 9<sup>th</sup> May 2023.

The next meeting of Somersham Parish Council will be the Annual Meeting on Monday 15<sup>th</sup> May 2023 at 7.30 pm in the Millennium Pavilion, The Trundle, Somersham, PE28 3JS

The Annual Parish Meeting will be held on Thursday 25<sup>th</sup> May 2023 at 7.00 pm in the Millennium Pavilion, The Trundle, Somersham, PE28 3JS

There being no further business the meeting closed at 20:59 hours.

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Chairman



## Appendix 1

ACCOUNTS	17th April 2023	Vat	TOTAL	Cost Centre
Pension payments HMRC	Salaries Pension Fund Tax & NI Salaries	£0.00 £0.00 £0.00 £0.00	£7,777.05 £1,357.55 £2,778.05 £8,136.42	Salaries - 20 March 2023 Pensions - 20 March 2023 HMRC - 20 March 2023 Salaries - 17 April 2023
Pension payments HMRC	Pension Fund Tax & NI	£0.00 £0.00	£1,363.31 £3,033.38	Pensions - 17 April 2023 HMRC - 17 April 2023
Microshade	Recurring monthly fees - April 2023	£54.60	£273.00	Office
Royal British Legion	Remembrance Day wreath donation - 2022	£0.00	£20.00	Cheque no. 300553
LC Turf	Play bark	£366.67	£1,833.33	£2,200.00 Bacs
Community Heartbeat Trust	CPAD view semi Auto Defib - Defibrilate	£331.00	£1,655.00	£1,986.00 Bacs
Mrs P Peck	Expenses refund	£0.00	£23.45	£23.45 Bacs
Wave	Community library - water	£0.00	£41.60	£41.60 Bacs
Gallagher Insurance	Additional insurance cover for building revaluations	£0.00	£218.94	£218.94 Bacs
Ethos	Printing costs	£34.02	£170.09	£204.11 Bacs
Mr M Tyers	Refund - mower parts	£8.60	£42.98	£51.58 Bacs
Cole & Day	Fuel - 01 - 15 March 2023	£12.93	£64.63	£77.56 Bacs
Viking Group	Refreshments/supplies	£5.19	£80.14	£85.33 Bacs
Wave	Millennium - water	£0.00	£57.40	£57.40 Bacs
Shaw & Sons Ltd	Replacement Attendance Register	£18.20	£91.00	£109.20 Bacs
Community Heartbeat Trust	Annual Support - (1 April 2023 - 1 April 2027) Year 3	£108.00	£540.00	£648.00 Bacs
M Murray Signs	Signboards x 3	£14.00	£70.00	£84.00 Bacs
S Godfrey	Norvic walking sessions - March 2023	£0.00	£105.00	£105.00 Bacs
VHMC	Strength & balance hall hire - March 2023	£0.00	£80.00	£80.00 Bacs
	Tai Chi hall hire - March 2023	£0.00	£50.00	£50.00 Bacs
	Yoga hall hire - March 2023	£0.00	£21.00	£21.00 Bacs
	Timebank coffee morning - March 2023	£0.00	£10.50	£10.50 Bacs
Gladson UK	Metal chicken bins x 8	£1,133.39	£5,666.96	£6,800.35 Bacs
Pear Technology	Training session for 3 staff	£120.00	£600.00	£720.00 Bacs
NALC	Fighting climate change training - webinar	£8.67	£43.37	£52.04 Bacs
Limetree Printing	Somersham4U newsletter printing	£0.00	£959.00	£959.00 Bacs
PPP First Aid	First aid event cover - Coronation event	£0.00	£195.00	£195.00 Bacs
Cole & Day	Fuel - 16 - 31 March 2023	£11.54	£57.73	£69.27 Bacs
R Adams	Strength & balance glasses - March 2023	£0.00	£200.00	£200.00 Bacs
Linda Garrick	Yoga sessions - March 2023	£0.00	£165.00	£165.00 Bacs
Huntingdonshire DC	Residual bin weekly collections - 01 April - 30 June 2023	£0.00	£184.60	£184.60 Bacs
			£0.00	Bacs
<b>TOTAL</b>		<b>£2,226.81</b>	<b>£37,965.48</b>	<b>£40,192.29</b>
<b>Electronic payments</b>				
Talk Talk Business	01487 841359 & internet -(due 1 April 2023)	£4.66	£23.28	£27.94 DD
Talk Talk Business	CIC-01487 840266 -(closing invoice due April 2023)			£0.00 DD
Siemens	Printer lease rental - next 1/4 due May 2023	£0.00	£0.00	£0.00 DD
Huntingdonshire DC	Sea Container - Rates 2023	£0.00	£0.00	£0.00 DD
	Norwood Building - Rates 2023	£0.00	£0.00	£0.00 DD
	Millennium Sports Facility - Rates 2023	£0.00	£0.00	£0.00 DD
EDF	Electricity - Multi sports area - 2023	£0.43	£8.57	£9.00 DD
British GasLife	Electricity - Lake sea container - 20th March 2023	£4.19	£83.75	£87.94 DD
British GasLife	Electricity - Norwood Building - 20th March 2023	£3.37	£67.34	£70.71 DD
British GasLife	Electricity - Library - 21st March 2023	£3.63	£72.66	£76.29 DD
British GasLife	Electricity - Millennium Sports Facility - 20th March 2023	£5.95	£118.03	£124.98 DD
British GasLife	Gas - Millennium Sports Facility - 20th March 2023	£3.39	£44.46	£47.85 DD
Scottish Power	Gas - Norwood Building - 6 April 2023	£11.52	£230.33	£241.85 DD
YU Energy	Street lighting - standing charge - 8 April 2023	£0.49	£9.87	£10.36 DD
	Street lighting - electric - 8 April 2023	£3.88	£77.58	£81.46 DD
BrightPay UK - iCloud access	Monthly fee - 4 April 2023	£0.69	£3.43	£4.12 DD
<b>TOTAL</b>		<b>£62.20</b>	<b>£740.30</b>	<b>£782.50</b>
<b>OPTIMUM CARD</b>	<b>31 March 2023</b>	<b>VAT</b>	<b>Total</b>	
Giff Gaff	Giff Gaff x 5 staff members (phone)	£5.00	£25.00	£30.00 CARD
Giff Gaff	Wi-Fi data access - Millennium pavilion - February 2023	£1.67	£8.33	£10.00 CARD
Optimum card	Monthly fee	£0.00	£1.99	£1.99 CARD
Bookwhen	Monthly fee	£3.80	£19.00	£22.80 CARD
Aidl	Refreshments	£0.00	£5.96	£5.96 CARD
Pundland	Refreshments	£0.00	£5.00	£5.00 CARD
LIDL	Refreshments	£0.00	£5.00	£5.00 CARD
Tesco Stores	Timebank	£0.00	£17.83	£17.83 CARD
Amazon UK	Digital electrical timer plug socket x 2	£3.83	£19.14	£22.97 CARD
	DKI cement mixer	£35.00	£174.98	£209.98 CARD
	Dryzone anti-mould sealant	£2.16	£10.82	£12.98 CARD
<b>TOTAL</b>		<b>£51.46</b>	<b>£293.05</b>	<b>£344.51</b>
				<b>£344.51</b>