

## MINUTES OF A MEETING OF SOMERSHAM PARISH COUNCIL

Held on Monday 10<sup>th</sup> July 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 N David                      Cllr T Sansom  
Cllr C Dolby                      Cllr D Skeggs  
Cllr K Meadows                Cllr R Woolway  
Cllr D Potter (in the chair)

Mrs I Healiss, Clerk  
Mrs J Turney, Deputy Clerk

Members Fifteen (15) Quorum: Five (5)

### IN ATTENDANCE

County & District Councillor Steve Criswell

### 105/07/23      APOLOGIES FOR ABSENCE

Apologies for absence were accepted from:  
Cllr J Drury – personal  
Cllr C Fidler – work commitments  
Cllr F Smith – personal  
Cllr R Sutton - personal

### 106/07/23      PARISH COUNCILLORS DECLARATIONS OF INTEREST

No declarations were made.

### 107/07/23      PUBLIC FORUM

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

The meeting was closed at 19:32 hours and reconvened at 19:39

Cllr Criswell advised of his personal interest in the land at The Bank and requested that he take questions during this time.

40% of affordable homes, including bungalows are included within the plan. Bungalows will be built to the rear of existing houses and therefore won't be overlooked. Maintenance responsibility for green areas are initially offered to HDC, then to the Parish Council and then to a management company if necessary. The development has been designed around the central existing Willow trees which have been deemed of historic value by HDC, although are in poor condition.

Solar panels and air source heat pump options are being discussed with developer.

19:39 closed.

**108/07/23      REPORT FROM DISTRICT & COUNTY COUNCILLOR STEVE CRISWELL**

Highway issues – Highways are only able to repair the worst affected roads (regarding potholes) and conditions are now prioritised centrally. Weeds on verges outside houses will no longer be cleared, unless they are considered noxious.

Local Plan – The call for sites has now ended. A few development sites within Somersham have been put forward for consideration, although may yet be sifted. The Clerk will circulate information once these areas are made known.

Green bin charge – From the 1<sup>st</sup> April 2024, the current administration will start charging £57.50 for the first green bin, and £30 thereafter. This will be implemented as a separate scheme to council tax.

Road verges will still be trimmed twice a year – this has been delayed for a month due to “No Mow May” so there is a back log. Issues regarding many of the overgrown verges and road signs being obscured are to be reported to the Highways Officer Joe Hudson.

Wheatsheaf Crossroads is still on target for next Spring, with intended site preparation by the end of the year.

**109/07/23      PLANNING MATTERS**

**a) PLANNING APPLICATIONS**

23/00369/REM      Land North Of 16 The Bank Somersham      11<sup>th</sup> July 2023  
Planning application for the approval of reserved matters in respect of appearance, layout, landscaping and scale pursuant to outline planning permission reference 19/01790/OUT for the construction of 132 dwellings (including one self-build dwelling) alongside associated site infrastructure, works and landscaping.

It was proposed by Cllr Dolby, seconded by Cllr Skeggs and unanimously RESOLVED to approve this application. The Council were happy to support statutory input from the relevant consultees regarding the proposed development at Land North of The Bank.

22/01988/FUL      8 King Street Somersham Huntingdon PE28 3EJ      11<sup>th</sup> July 2023  
Proposed relocation of wall with new gate, vehicle crossover and associated dropped kerb.

It was proposed by Cllr Sansom and seconded by Cllr Woolway to object to this proposal as the proposed relocation of the wall and new gate will adversely affect the street scene. There were six (6) votes in favour and one (1) against.

**b) PLANNING APPROVED**

23/00576/HHFUL      43 Pennway Somersham Huntingdon PE28 3JJ  
Proposed entrance porch extension

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

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

### c) HDC PLANNING CORRESPONDENCE

#### Local Plan: -

An extension to comments was agreed by HDC to Friday 14<sup>th</sup> July 2023.

It was agreed for the Clerk to put forward the following comments regarding the Issues Engagement Papers Consultation:

Future developments within Somersham should consider factors surrounding sustainability and the environment, particularly in the early development stages.

More rental properties within the parish are to be encouraged, as there is an identifiable current need.

More accessible properties, including a good mix of accommodation for social housing due to affordability, should include studio apartments as well as bungalows for people to retire to, and would meet accessibility needs.

#### **110/07/23      MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> JUNE 2023**

It was proposed by Cllr Sansom, seconded by Cllr David and unanimously RESOLVED to agree amendments to the agenda items on pages 4 and 5 of the Minutes on the 12<sup>th</sup> June 2023: -

103/06/23      To remove:- 'The SNRG have requested the purchase of a picnic table be added to the next PC meeting agenda' (page 4)

104/06/23      To remove:- 'The purchase of a picnic table for the Nature Reserve' and to include :- 'A picnic bench has been built and is in the containers awaiting PC approval for installation, at no cost to the Parish Council' (page 5)

The Minutes were proposed by Cllr David, seconded by Cllr Sansom and unanimously RESOLVED as approved further to the amendments being made. The Chairman duly signed the Minutes as a true record of events.

#### **111/07/23      ADOPTION OF THE ANDROPAUSE, MENOPAUSE AND MENSTRUAL CYCLE POLICY**

It was Proposed by Cllr Meadows, seconded Cllr Sansom and unanimously RESOLVED to adopt the Andropause, Menopause and Menstrual Cycle Policy.

#### **112/07/23      ACCEPTANCE OF THE ARMED FORCES COVENANT PLEDGES**

It was proposed by Cllr Potter, seconded by Cllr Skeggs and unanimously RESOLVED to accept the following pledges:

- Appoint an Armed Forces Champion to work with district and county Armed Forces reps
- Promote the fact that we are an Armed Forces-friendly Council, to our members and wider public; celebrating the work of the Armed Forces and encouraging positive interaction between them and members of the public
- Support the employment of Service Spouses & Partners: encouraging local businesses to support their employment
- support and promote support for Armed Forces Events such as local Breakfast Clubs, Coffee Mornings, Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities
- Demonstrate support for and raise awareness of the Armed Forces Community and provide appropriate signposting via communications channels
- Promote the use of the Forces Connect app
- Encourage local GP surgery to engage with support to become Veteran Friendly Accredited
- Promote community interaction between members of the Parish and our local Armed Forces Station
- Encourage local schools to expand pupil and staff awareness of the Armed Forces Community



- Offer support to local church with upkeep of war graves

#### 113/07/23 **POLICE REPORT**

- Neighbourhood Safety Emails.

The Clerk has contacted Sgt Caruana regarding ongoing concern in the village surrounding crime and anti-social behaviour. The need for all incidents to be reported was highlighted, and confirmation of police attendance at a future community meeting was confirmed. Police incident contact information will be reported in the next S4U Newsletter

- Community meeting in conjunction with the local neighbourhood policing team, surrounding the impact of ASB on local businesses.

It was proposed Cllr David, seconded Cllr Sansom and unanimously RESOLVED for the Clerk to make the necessary arrangements for this meeting.

#### 114/07/23 **PARISH CLERK'S REPORT INCLUDING: - Reports & Updates:**

- Wednesday 2<sup>nd</sup> August and Wednesday 30<sup>th</sup> August – Free children's summer sports activities in conjunction with One Leisure on the Norwood Field.
- To notify the Parish Council of meeting dates for 2024 (uploaded onto the website.)

#### **Correspondence emailed to councillors:**

- CAPALC bulletin & NALC CEO bulletins
- Neighbourhood Alerts
- Secret Garden Party 20-24<sup>th</sup> July.
- Cambridgeshire ACRE bulletins and updates
- Huntingdonshire DC – press releases & updates

#### 115/07/23 **FINANCE & RISK MANAGEMENT MATTERS INCLUDING: -**

- Monthly Accounts (Appendix One)

The monthly accounts were proposed by Cllr Sansom, seconded by Cllr meadows and unanimously RESOLVED for approval.

It was suggested that a WhatsApp group be arranged notifying all Councillors when payments are ready to be authorised, and that all Councillors are set up to make authorisations with UNITY TRUST Bank.

- Quarterly Risk Assessments by Councillors

The Clerk will update the shared drive with the completed Councillor reports, which are due back to the PC office by 31<sup>st</sup> July.

#### 116/07/23 **THE DONATION OF A BENCH AND A FEW METRES OF RAILINGS FOR PLACEMENT AT THE NATURE RESERVE.**



The Clerk will arrange a meeting between Jonny Gates and members of the SNRG to agree the location of the bench. The railings were agreed as suitable at the Lakeway entrance. Thanks were offered for this donation.



**117/07/23      REPORT FROM THE SNRG REGARDING RETROSPECTIVE  
AGREEMENT AND PERMISSION FOR PATHWAY WORK CARRIED OUT AT THE  
NATURE RESERVE.**

The Clerk will ask the Lengthsman to remedy the stepped area at the entryway to the lake from Windsor Court. It was proposed by Cllr Sansom, seconded by Cllr Woolway and unanimously RESOLVED for Cambridge County Council to make the necessary repairs to the new pathway at the Nature Reserve with no financial input from the Parish Council.  
This was solely funded and completed by CCC, without permission from the Parish Council.  
The Clerk will report back to the SNRG.

**118/07/23      REPORT OF HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS -  
Repairs/ Maintenance**

It was agreed for the Clerk to contact the Water Board regarding the sunken water tap in the road at the Parkhall Road/High Street junction.

**119/07/23      REPORTS OF MEETINGS ATTENDED BY PARISH COUNCILLORS**

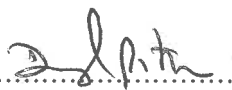
No reports were offered.

**120/07/23      NOTICES & MATTERS FOR THE NEXT AGENDA**

Crime Support Community meeting.  
Grass cutting responsibility of the verge along St Ives Road (opposite the windmill pub) – clarification as the ditch is becoming blocked.  
Concern regarding the van used for advertising purposes, parked along verge on St Ives Rd.

The next meeting of Somersham Parish Council will be on Monday 7<sup>th</sup> August 2023 at 7.30 pm in the Millennium Pavilion, The Trundle, Somersham, PE28 3JS.

There being no further business the meeting was closed at 21:30 hours.

  
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Chairman

## Appendix One

ACCOUNTS	10th July 2023	Vat	TOTAL			Cost Centre
	Salaries	£0.00	£8,464.23	£8,464.23	Bacs	Salaries - 3 July 2023
Pension payments	Pension Fund	£0.00	£1,720.67	£1,720.67	Bacs	Pensions - 3 July 2023
HMRC	Tax & NI	£0.00	£3,246.23	£3,246.23	Bacs	HMRC - 3 July 2023
	Retirement					
Mrs P Bryant	gratuity payment	£0.00	£33,212.50	£33,212.50	Bacs	Due 3 July 2023
Information Commissioners Office	Annual renewal due 9 July 2023	£0.00	£40.00	£40.00	DD	Subscription
	Desktop computer, Lenovo					
Laptops Direct	Intel Core i7-12700 8GB 512GB Laptop , Lenovo Notebook V15	£110.00	£549.98	£659.98	Bacs	IT replacement
Laptops direct	16GB 512GB SSD	£93.33	£466.64	£559.97	Bacs	IT replacement
Viking Ethos	Tea,coffee,milk	£6.39	£82.42	£88.81	Bacs	Office
Communication Solutions	Printer - copies scans	£27.90	£167.42	£195.32	Bacs	Office
	SSL certificate renewal July2023-June 2024	£10.00	£50.00	£60.00	Bacs	Office
Vision ICT Huntingdonshire DC	Excess bin weight March 23	£0.00	£36.75	£36.75	Bacs	Amenity Areas
	Fuel 1st June 23 to 15th June 23	£21.44	£107.25	£128.69	Bacs	Kubota
Cole & Day	String lights and cable	£102.74	£513.70	£616.44	Bacs	Timebank
Illumination	Code of conduct training 20th June 23	£0.00	£40.00	£40.00	Bacs	Training
CAPALC	1 day councillor training 3rd Jun 23	£0.00	£75.00	£75.00	Bacs	Training
	Millennium pavilion 4 weekly cleaning 28Feb23	£0.00	£256.00	£256.00	Bacs	Millennium Pavilion
Suprclean	Norwood Internet 19June 23	£9.00	£45.00	£54.00	Bacs	Office
Pear technology Ethos	Printer - copies scans	£0.21	£1.03	£1.24	Bacs	Office
Communication Solutions						
TOTAL		£381.01	£49,074.82	£49,455.83		
				£49,455.83		
<b>Electronic payments</b>						
Talk Talk Business	01487 841359 & internet -(due 1 July 2023)	£8.04	£40.22	£48.26	DD	Administration
	CIC-01487 840266					
Talk Talk Business	- ACCOUNT CLOSED	£0.00	£0.00	£0.00	DD	Library
	Printer lease rental - next 1/4 due July 2023	£0.00	£0.00	£0.00	DD	Administration
Siemens Huntingdonshire DC	Sea Container - Rates 2023/24	£0.00	£52.00	£52.00	DD	Administration
	Norwood Building - Rates 2023/24	£0.00	£0.00	£0.00	DD	No rates due in 2023-2024
	Millennium Sports Facility - Rates 2023/24	£0.00	£35.00	£35.00	DD	Millennium SF

EDF	Electricity - Multi sports area - 2023	£0.43	£8.57	£9.00	DD	Multi sports area	AMENDED FIGURES RE	
British GasLite	Electricity - Lake sea container - 20th June 2023	£4.49	£81.37	£85.86	DD	Lake area	20thMay23	£0.45
British GasLite	Electricity - Norwood Building - 20th June 2023	-£65.25	-£1,305.24	-£1,370.49	CREDIT	Norwood Building	20thMay23	£2.86
British GasLite	Electricity - Library - 21st June 2023	£3.71	£74.26	£77.97	DD	Library	21stMay23	£7.25
British GasLite	Electricity - Millennium Sports Facility - 20th June 2023	£5.81	£116.12	£121.93	DD	Millennium SF	21stMay23	£6.51
British GasLite	Gas - Millennium Sports Facility - 20th June 2023	£1.02	£20.31	£21.33	DD	Millennium SF	20thMay23	£1.47
Scottish Power	Gas - Norwood Building - 6 June 2023	£12.09	£229.76	£241.85	DD	Norwood Building		
YU Energy	Street lighting - standing charge - 8 June 2023	£0.49	£9.87	£10.36	DD	Street lighting		
BrightPay UK - iCloud access	Street lighting - electric - 8 June 2023	£3.31	£66.22	£69.53	DD	Street lighting		
BrightPay UK - iCloud access	Monthly fee - 4 July 2023	£0.68	£3.38	£4.06	DD	Payroll software		
BrightPay UK - iCloud access	Annual fee - 1 Jun 2023	114.24	28.56	£142.80	DD	Payroll software		
Adobe	Acrobat Pro	£0.00	£16.64	£16.64	DD	Acrobat		
<b>TOTAL</b>		<b>£89.06</b>	<b>-£522.96</b>	<b>-£433.90</b>				
				<u>-£433.90</u>				

OPTIMUM CARD	#####	VAT		Total	
GiffGaff	Giff Gaff x 5 staff members (phone)	£5.00	£25.00	£30.00	CARD
	Wi-Fi data access - Millennium pavilion - February 2023				
GiffGaff		£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
Amazon UK	Magnets	£0.98	£4.91	£5.89	CARD
	Timebank calender,memorial book,cable mat	£15.86	£79.23	£95.09	CARD
	Timebank box files	£1.76	£8.77	£10.53	CARD
	4 x football corner flags	£12.71	£63.53	£76.24	CARD
	4 x football corner flags	£12.71	£63.53	£76.24	CARD
Windsor Greed Stores	Refreshments	£0.00	£9.00	£9.00	CARD
Windsor Greed Stores	Refreshments	£0.00	£4.47	£4.47	CARD
Bookwhen	Monthly fee	£3.80	£19.00	£22.80	CARD
TOTAL		£58.29	£306.76	£365.05	
				£365.05	