



**MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL**
held at the Millennium Sports Pavilion, The Trundle, Somersham
On Monday 11th June 2018 at 7.30 p.m.

PRESENT WERE:

Mrs D Dew Ms D Skeggs
Mr M Greaves Mr R Sutton (in the Chair)
Mr K Hawkins

Mrs P Bryant, Parish Clerk

Quorum – 5 councillors

IN ATTENDANCE: There were no members of the public

1. APOLOGIES

Apologies for absence were accepted from:
Mr S Criswell – personal
Mr A Hulme – personal
Mr P McCloskey – personal

2. PARISH COUNCILLORS DECLARATIONS OF INTEREST

No declarations were made.

3. PUBLIC FORUM

It was proposed by Mr Greaves, seconded by Mr Hawkins and RESOLVED by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in an open forum. The meeting was closed at 7.31 pm and reconvened as no members of the public were present.

4. ELECTION OF COMMITTEE’S, WORKING PARTIES & REPRESENTATIVES

It was agreed to defer this to the next meeting

5. PLANNING MATTERS

a) PLANNING APPLICATIONS

18/00987/HHFUL 13 Manor Close Somersham PE28 3HS
To demolish the existing conservatory & extend with a ground floor rear extension

It was proposed by Mr Hawkins, seconded by Mr Greaves and RESOLVED by a unanimous vote to recommend no objection. The proposed replacement extension will not detract from the street scene, it is at the rear of the property and not much bigger than current conservatory, it will not affect neighbouring properties.

18/001054/FUL Ash Barn Oak Acres Farm Parkhall Road Somersham
Erection of garage

It was proposed by Ms Skeggs, seconded by Mr Hawkins and RESOLVED by a unanimous vote to recommend no objection. The garage will be in keeping with the property and location.

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18/001055/FUL Elm Barn Oak Acres Farm Parkhall Road Somersham
Erection of garage

It was proposed by Ms Skeggs, seconded by Mr Hawkins and RESOLVED by a unanimous vote to recommend no objection. The garage will be in keeping with the property and location.

b) PLANNING APPLICATIONS APPROVED

17/02642/FUL Oak Barn Oak Acres Farm Parkhall Road Somersham PE28 3HQ
Extension of Nissan hut and conversion into dwelling

17/00017/FUL Hilltop Orchard St Ives Road Somersham Huntingdon PE28 3ET
Change of use of part orchard, laying of associated hard standing, and demolition of existing barns to provide three additional Gypsy/Traveller mobile homes, erection of new washroom facilities and retention of play area

c) PLANNING CONSULTATION

Emailed to councillors

- Cambridgeshire & Peterborough Minerals & Waste Local Plan – preliminary Draft Consultation – 16 May 2018 to 26 June 2018
- Huntingdonshire Local Plan Examination – information from the Inspector

PLANNING RESPONSE COMPLAINT FROM PARISHIONERS

Mr Hawkins reported complaints from neighbours on the High Street re the recent Centurian Hall, (High Street) planning application 18/00717/FUL who say their views were ignored by the parish council. Mr Hawkins said it was imperative councillors looked at parishioner's letters online as well as the plans, so the council can represent local opinion.

Following general discussion all councillors agreed parishioner's views are extremely important, but no representation was made at the meeting nor were any letters received by the parish council from parishioners, so it is impossible for the council to know how the neighbouring property owners felt. The relevant meeting where the planning application was to be discussed was 14th May 2018 and a review of the parishioner letters on HDC's website as at 11th June reveal the following: 5 letters of support were received and uploaded by HDC before the parish council meeting (of 14th May) all on the same notepad style paper. It was agreed despite the similarities no-one forced the individuals to sign the note paper.

1 letter of objection

After 14th May 2018 and therefore after a decision was made by Somersham Parish Council at their May meeting, HDC's website shows there were 3 letters of objection, two from the same address. A criticism was also made the parish council do not advertise their meetings well, the Clerk confirmed the meetings are advertised on our website www.somersham-pc.gov.uk plus 5 notice boards around the village including one on Tesco in the High Street as required in legislation.

MR HAWKINS REPORTED A REQUEST FROM SOME PARISHIONERS TO WIDEN OUR COMMUNICATION WITH THE PARISH & TAKE IT FORWARD TO OUR COMMUNICATIONS & ENGAGEMENT WORKING PARTY'

6. MINUTES OF THE ANNUAL MEETING HELD ON 14TH MAY 2018

The Minutes were proposed by Mr Sutton, seconded by Mr Greaves and RESOLVED by 3 votes for and 2 abstentions (as the councillors were not at the meeting) and signed by the Chairman as a true record of events.

7. POLICE REPORT

Emailed to Councillors:

- Neighbourhood Watch Alerts

8. REPORT FROM THE COUNTY & DISTRICT COUNCILLOR STEVE CRISWELL

A report has not been received.

9. **PARISH CLERKS REPORT inc.**

Matters Arising Report & Updates:

- NALC have issued new Model Standing Orders, these will be on the next agenda for consideration

Correspondence emailed to councillors:

- ii. RSN online -- weekly updates

10. **FINANCE & RISK MANAGEMENT including: -**

- a. The Monthly Accounts – The accounts were proposed by Mr Sutton, seconded by Mrs Dew and RESOLVED by a unanimous vote to be paid.
- b. To Discuss the Internal Auditors Reports – deferred to the next meeting
- c. To Receive an Update on the Quarterly Risk Assessments – The Clerk confirmed there are 2 outstanding and will now be carried out in the next set.

11. **To Discuss Vision ICT GDPR Updates (Somersham PC's website provider)**

a. **Email dated 18 May 2018 forwarded to Councillors**

- i. Assurance details include email & website hosting, cookies statement, Privacy Statement, website enquiry form update

b. **Matters to consider (recorded vote):**

- i. **SSL Certificate** – Essentially this provides an extra level of protection. The domain name in the URL will be seen with an 's' and green padlock. Cost to set up £125 in year 1 and then £50 a year thereafter
- ii. **Emails** – option to set up official emails for all councillors with 25gb mailbox + anti-spam & virus protection @ £18 per account per year
- iii. **Data Backup** – as this currently needs to be reviewed with present contract, this will form part of the research report

This item was deferred to the next meeting.

12. **To Review the current Action Plan & Accept New Recommendations for the Year Ahead**

This item was deferred to the next meeting

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

Correspondence emailed to councillors:

- a. CRW – Roadwatch report
- b. CCC – Local Highway Improvement Funding 2019/20 – 31 July 2018 – The Chairman asked councillors to come back to the next meeting with some ideas.

Mrs Dew left room at 8.15 pm and returned 8.16 pm

- c. St Ives & District Area Road Safety Committee – Wheatsheaf junction B1040 – Mr Greaves proposed a collective effort is required to resolve the problem/solution to be a part of the discussions. It was proposed by Mrs Dew, seconded by Ms Skeggs and RESOLVED by a unanimous vote to respond as suggested by Mr Greaves.

14. **STREET LIGHTING inc repairs**

There was nothing to report.

R/S 7/7/18

15. REFURBISHMENT OF THE MILESTONES & WHITE POST OBELISK

It was proposed by Mr Hawkins, seconded by Ms Skeggs and RESOLVED by a unanimous vote to paint the milestones with white limewash but not the White Post Obelisk even though it had been painted in the past.

16. REPORTS FROM SOMERSHAM PARISH COUNCIL WORKING PARTIES & REPRESENTATIVES:

- a. **The Norwood Playing Field/ Norwood Building** – There was nothing to report
- b. **The Victory Hall Management Committee**
 - i. Draft Minutes 8th May 2018
- c. **Friends of Somersham Local Nature Reserve (SNRG) & Somersham Lake**
 - i. SNRG AGM 30th May 2018 – the Clerk has now received the year-end accounts, and these will have to be submitted to the auditor.
- d. **Community Library** – There were no reports received
- e. **Millennium Sports Facility** – Mr Sutton reported the SSLA have had their AGM but there is a lack of trustees, with only 3 Parish Councillor representatives It was agreed the Clerk will place an advertisement in the newsletter.
- f. **Somersham & Pidley Time Bank** – Katie Ixer has been employed (today 11th June 2018) to replace Lucy Bird. Lucy leaves in mid July.
- g. **Communication Working Party** – It was agreed the council need to concentrate promoting the council to encourage people to fill the vacancies. It was agreed the Communication strategy must be reviewed and implemented to ensure Councillors go out to the community to raise awareness.
- h. **Christmas Lights Working Party** – Mr Greaves reported they would be holding a carnival stall and thanked everyone for their prize hamper donations. The working party also had a work shop on Sunday as part of this years preparation work.
- i. **Reports of External Meetings Attended by Parish Councillor's**
 - i. Mr Sutton reported attending the CAPALC councillor training day on Saturday. He was extremely disappointed to be the only Somersham Parish Councillor in attendance with several councillors not sending apologies. This is at a cost loss to the council.
 - ii. Ms Skeggs attended an area bus meeting

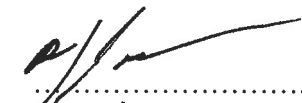
17. NOTICES & MATTERS FOR THE NEXT AGENDA

The cork on the community noticeboard is coming off and needs re-gluing. The Clerk confirmed this is already on Mr Tyers list for repair.

Mr Greaves asked for the Somersham bus service to go on the next agenda (the Dews contract was only for 1 year commencing August 2017)

The next Parish Council Meeting will be held in the Millennium Pavilion on Monday 9th July 2018 at 7.30 pm

There being no further business the meeting closed at 8.43 pm



 7/7/18 Chairman

COUNTS	11th June 2018	Vat		TOTAL		
ges	Salaries	0.00	6363.86	6,363.86	Bacs	Salari
is	Pension Fund	0	2239.46	2239.46	Bacs	Pensi
is	Pension Fund	0	1122.66	1122.66	Bacs	18
ST	Pension Fund	0	75.18	75.18	DD	Pensi
IRC	Tax & NI	0	1556.57	1556.57	Bacs	HMR
IPA Play Safety	RoSPA Reports	37.1	185.5	222.6	Bacs	Play a
n's Nordic walking	Nordic walking	0	490	490	Bacs	Chanq
A	Annual grant	0.00	4700	£4,700.00	Bacs	Annu
A	Refund of boiler repair invoice	103.2	516	619.2	Bacs	Main
C	Leadership in Action conference x 2	114	690	804	Bacs	Traini
albs Ltd	Internal Audit	0	387.4	387.4	Bacs	Audit
shaw	Service costs	31.8	159	190.8	Bacs	Main
LB	Loan repayment	0	5406	5406	Bacs	PWLE
I	Street lighting	3.93	78.56	82.49	Bacs	ree
kie Adams	Chairbased exercises	0	180	180	Bacs	Chanq
te Tabrett	T'ai Chi classes	0	300	300	Bacs	Chanq
VC	Hall hire - April youth club	0	217.5	217.5	Bacs	Youth
	Hall hire - April T'ai Chi Chuan	0	47.25	47.25	Bacs	Chanq
O	Gas	14.38	71.89	£86.27	Bacs	Norw
ng Payments	Shredder	20.39	101.97	£122.36	Bacs	Admi
os	Printer costs	51.87	259.36	311.23	Bacs	Admi
r Technology	Annual software renewal	25	125	150	Bacs	Subsc
ancox Solicitors	Legal fees - VH lease	120	606	726	Bacs	Admi
i Business Solutions Ltd	Omega - annual software renewal	97.6	488	585.6	Bacs	Subsc
e & Day	Fuel - April 2018	23.89	119.47	143.36	Bacs	Tract
O	Gas	3.09	61.89	64.98	Bacs	Norw
ve Blackwell	Emergency tree work	0	130	130	Bacs	Tree
VC	T'ai Chi classes - May 2018	0	73.5	73.5	Bacs	Chanq
	Hall hire - youth club - May 2018	0	87	87	Bacs	Youth
PALC	Affiliation fee 2018	0	576.17	576.17	Bacs	Subsc

TOTAL 163.07 10749.32 10,912.39
£28,061.44

Electronic payments

Talk	Telephone/Broadband	8.84	44.19	£53.03	DD	Admi
Talk	CIC-01487 840266	5.8	29	£34.80	DD	Librai
	CIC-01487 840266	6.13	30.67	36.8	DD	Librai
Talk	01487 841359 / broadband				DD	Admi
phone warehouse	L Bird - mobile contract payment	1.25	6.25	£7.50	DD	Time
	P Bryant - mobile contract payment	1.25	6.25	£7.50	DD	Admi
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD	Admi
tingdonshire DC	Sea Container - rates	0			DD	Admi
	Norwood Building - rates	0	0	£0.00	DD	No ra

19/9/18

	Electricity - Multi sports area	1.44	28.89	£30.33	DD	Multi
	Electricity - Lake sea container	5.26	26.3	£31.56	DD	Lake :
	Electricity - Norwood Building	2.95	59.04	£61.99	DD	Norw
	Electricity - library	8.54	170.85	£179.39	DD	Librar

TOTAL **42.71** **407.69**

£450.40

equies

H gas engineer	Cap off gas at library	0	60	60	300431	
adingley Mulch	Play bark	119.4	597	716.4	300432	

119.4 **657**

776.4

otir n Card

resa Clark - May 2018	Tuck & crafts	0	49.72	49.72	Card	Youth
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cy Bird - May 2018	Refreshments	0	12.77	12.77	Card	Time
	Stamps - GDPR letters	0	69.6	69.6	Card	Time
	J Anderson - sundries	0	9.75	9.75	Card	Time

nny Bryant - May 2018	Refreshments for interview day	0	15.99	15.99	Card	Admi
	Thank you, Gift, - Chairman's allowance	0	37.9	37.9	Card	Chair
	Glyphosate weed killer	10	49.98	59.98	Card	Main
	4 x KAC call point keys	0	7.04	7.04	Card	Main
	TOTAL	<u>10</u>	<u>252.75</u>			<u>262.75</u>

262.75

D/S
7/7/18