

09/20

**MINUTES OF A MEETING OF  
SOMERSHAM PARISH COUNCIL**

**Held at the Millennium Sports Pavilion, The Trundle, Somersham**

**On Monday 9th March 2020 at 7.30 p.m.**

**PRESENT WERE:**

Cllr J Blundell  
Cllr S Criswell  
Cllr A Hulme  
Cllr D Potter  
Cllr D Skeggs

Cllr D Smith  
Cllr R Sutton (in the Chair)  
Cllr C White  
Cllr G Wooster  
Cllr R Woolway

Mrs P Bryant, Parish Clerk

**Quorum - 5 councillors**

**IN ATTENDANCE:** No members of the public were present.

1. **APOLOGIES**

Apologies for absence were accepted from:

Cllr C Dolby - Personal  
Cllr N Ruffell - Family Commitments  
Cllr T Sansom - illness

Cllr D Smith arrived at 7.33 pm

2. **PARISH COUNCILLORS DECLARATIONS OF INTEREST**

No interests were declared.

3. **ELECT A VICE CHAIRMAN**

Cllr Smith arrived as the discussion was taking place at 7.33 pm

It was proposed by Cllr Sutton, seconded by Cllr Blundell and RESOLVED by 8 votes for with 2 abstentions to elect Cllr C Dolby as Vice Chairman.

4. **PUBLIC FORUM**

It was proposed by Cllr Criswell, seconded by Cllr Hulme 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 closed at 7:34 pm and was reconvened at 7:34 pm there were no members of the public present.

5. **PLANNING MATTERS**

a) **PLANNING APPLICATIONS**

20/00090/HHHFUL Forest House 12A The Bank Somersham PE28 3DJ  
Single storey rear extension

It was proposed by Cllr White, seconded by Cllr Skeggs and RESOLVED by a unanimous vote to recommend no objection. The plans are in keeping with the property and with the street scene.



**b) PLANNING APPROVED**

19/01687/REM The Beeches 1 St Ives Road Somersham PE28 3ER

Reserved matters application in respect of appearance, landscaping, layout and scale, pursuant to approval of 19/00941/OUT for outline planning consent (all matters reserved except means of access) for the erection of up to 2no. dwellings and widening of existing access.

**c) PLANNING WITHDRAWN**

19/01901/FUL Stamford Lodge 16 St Ives Road Somersham PE28 3ER

Change of use and conversion of existing workshop, garage and store to separate residential dwelling and erection of porch and attached garage.

**d) PLANNING APPLICATION REINSTATED ON HDC WEBSITE & PENDING DECISION**

19/01429/FUL Land south of The Bank Chatteris Road Somersham (removed)

Erection of stable block and barn with concrete yard and fencing together with upgraded access and tree hedge planting

**e) PLANNING CORRESPONDENCE**

Cambridgeshire County Council – Consultation on review of County Planning, Minerals and Waste Enforcement Plan 2020 Draft Enforcement Plan (Copy emailed to councillors)

Consultation period – 26<sup>th</sup> February – 8 April 2020 – Deferred to 6<sup>th</sup> April 2020 meeting

**Development Management Panel** – Monday 16th March 2020 – 7pm in the Civic Suite, Pathfinder House, Huntingdon

19/02298/FUL Oldfield St Ives Road Somersham PE28 3ET.

Change of use of the land from agricultural to extend the existing authorised Gypsy and Traveller residential pitch, to provide an extended family site including the siting of four additional caravans, of which no more than one shall be a static caravan. Erection of a day room and two wash rooms, part retrospective.

It was agreed Cllr R Woolway would attend on behalf of the Parish Council.

**6. MINUTES OF THE MEETING HELD 10<sup>TH</sup> FEBRUARY 2020**

The Minutes were proposed by Cllr White, seconded by Cllr Wooster to be accepted as a true record of events. This was RESOLVED by 8 votes for with 2 abstentions (as those Councillors were not at the last meeting) and the Minutes were duly signed by the Chairman.

**7. TO CONSIDER & APPROVE THE TERMS OF REFERENCE FOR THE COMMUNICATION & ENGAGEMENT WORKING PARTY**

It was agreed to have an informal meeting with Cllr Hulme, Cllr Smith and Cllr Wooster to explain what is required by the Terms of Reference and policy documents. Two documents were given as reference.

**8. POLICE REPORT**

Emailed to Councillors:

- i. Weekly Policing Updates

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

The Clerk will forward Cllr Criswell's email to the councillors from the 5<sup>th</sup> March updating matters relating to a proposed scheme for the Wheatsheaf's crossroads.

Cllr Hulme gave a detailed explanation of his work when he was a district councillor in 1994 to improve the crossroads; Cllr Hulme said there is a plan somewhere that shows a roundabout is the best option.

Further discussion was made by Cllr Criswell and the Cllrs on the options, costs and its position on the list; currently it is 44<sup>th</sup> on the list.

10. **PARISH CLERK'S REPORT**

**Matters Arising Report & Updates:**

**Correspondence emailed to councillors:**

- ii. RSN online – updates
- iii. CAPALC bulletin & NALC CEO bulletins

10.1 **REQUEST FOR 2 COUNCILLORS TO PARTICIPATE IN A 'SURGERY' AT THE COMMUNITY FAIR** on Monday 18<sup>th</sup> May 2020 6 – 7.15 pm.

The Community Fair will be held on the same evening at the Annual Meeting of the Electors. Cllr Sutton and Cllr Blundell agreed to participate in the surgery at the Community Fair.

11. **HOUSING NEEDS SURVEY LETTER HAS BEEN SENT TO THE COMMUNITY**

The Survey is sponsored by Longhurst Housing Association.

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

- a. **The Monthly Accounts** – The accounts were proposed by Cllr Sutton, seconded by Cllr Potter and RESOLVED by a unanimous vote.
- b. **The annual subscription to Cambridgeshire & Peterborough Association of Local Councils (CAPALC)** plus opting in to the DPO scheme @ £768.13 – The approval of the annual subscription were proposed by Cllr Sutton, seconded by Cllr Criswell and RESOLVED by a recorded vote of 9 for Cllr Blundell, Cllr Smith, Cllr Criswell, Cllr Sutton, Cllr Hulme, Cllr White, Cllr Potter, Cllr Wooster, Cllr Woolway and 1 against Cllr Skeggs
- c. **Huntingdonshire District Council – Council tax** – Precept confirmation for 2020/21 Amount = £208,519  
Tax base for Area (equated number of Band D Properties) 1407  
Band D Charge £148.20

13. **REPORT FROM THE PERSONNEL COMMITTEE MEETING HELD ON 17<sup>TH</sup> FEBRUARY 2020**

Cllr Sutton gave a short explanation of main points agreed.

**Chart of Proposals – AGREED staff actions**

It was agreed the Deputy Clerk needs to work much closer with the Clerk to gain confidence & knowledge especially during the times when the Clerk is away. M Blewett also needs to focus on researching & compiling detailed projects & applying for necessary funding in conjunction with the Clerk. In order to do this some additional hours will be allocated to the part-time employee A Scriven to carry out the routine day to day tasks that have taken over essential project work.

**Norwood Room Booking Diary** – It was agreed the booking of the Norwood Room would be taken back into the Office as they already manage the Millennium Facilities, and this permits a degree of co-ordination between the two facilities.

**Youth Club** – Due to issues finding and employing qualified staff it was agreed to contract the Connections Youth Bus for a trial period term time only, Monday's 7 – 9 pm from September 2020 – July 2021. This option is becoming increasingly popular with Cambridgeshire Parish Councils.

14. **HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance**  
**Correspondence emailed to Councillors: Passenger transport Stagecoach Busway Service updates**

Clerk to email Brian Murdoch & copy Steve in re the outstanding repairs  
 Cllr Hulme reported No 1, 3, 5, 7 The Trundle had weeds growing through the tarmac  
 Cllr Woolway reported the footpath signs need re-instating over his land. The Clerk will check the missing locations.

15. **STREET LIGHTING MATTERS inc repairs**

Nothing to report.

The Clerk will contact the Contractor regarding the "heritage" lamps and an increased wattage output.

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

a. **The Norwood Playing Field/ Norwood Building –**

The skate ramp is currently at the funding stage and the Deputy Clerk is looking at various funding available.

b. **The Victory Hall Management Committee –** The lease progress is still ongoing to date.

c. **Friends of Somersham Local Nature Reserve (SNRG) & Somersham Lake**

i. Angling Club Annual Meeting 26<sup>th</sup> February 2020 – Cllr Sutton reported, the club are now in a position once they have a licence from the EA to sell the surplus carp, they have a licence to import. The funds will go to the lake upkeep. The Department of Environment, Food and Rural Affairs will map the bottom of the lake, the depth of the silt and will also count the number of fish there.

ii. Angling Club Lease arrangements – The lease to be increased from the current 1 year to 5 years were proposed by Cllr Sutton, seconded by Cllr Hulme and RESOLVED by a unanimous vote to approve.

Cllr Wooster reported a pothole in the footpath around the lake needs filling, and a deep trench near Springfields is in need of attention.

Cllr Hulme reported the sign at Springfield needs reattaching as it has detached from the post.

d. **Community Library (FOSL)**

A meeting was held with FOSL on 24<sup>th</sup> February 2020. Cllr Sutton explained details of the discussion and he explained to the committee, the council cannot keep putting money in without the library making proper efforts to reduce their utility costs. Cllr Sutton said the aim should be to make a grant to FOSL for the amount precepted for 2020/21 with all bills to be changed to FOSL for liability.

The approval to transfer the precepted grant was proposed by Cllr Sutton, seconded by Cllr Hulme and RESOLVED by a recorded vote of 8 for Cllr Blundell, Cllr Smith, Cllr Criswell, Cllr Sutton, Cllr Hulme, Cllr White, Cllr Potter, Cllr Woolway and 2 against Cllr Skeggs and Cllr Wooster.

The parish council will meet all utility bills to 31<sup>st</sup> March 2020 and from 1<sup>st</sup> April will be responsible going forward and the council will transfer the precepted grant of £2000

The Chairman and Clerk will seek to attend FOSL's March meeting if necessary.

e. **Community Road Watch logger (SID)**

[www.roadwatch.org.uk/camb/somersham](http://www.roadwatch.org.uk/camb/somersham)

**f. REPORTS OF EXTERNAL MEETINGS ATTENDED BY PARISH COUNCILLOR'S**

2<sup>nd</sup> March 2020 CAPALC EGM – Cllr Sutton reported attending CAPALC’s EOM where the proposal to move from an unincorporated body to incorporation was formally approved by the members.

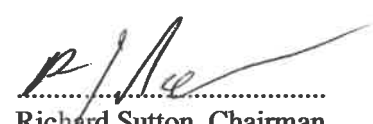
**17. NOTICES & MATTERS FOR THE NEXT AGENDA**

Cllr Criswell reminded members there will be a Traffic WP next Monday evening 16<sup>th</sup> March at 7pm in the Norwood Room.

Cllr Skeggs requested an item for the next agenda – Trees for climate change and where to plant them in the parish.

The next Parish Council Meeting will be held on Monday 6<sup>th</sup> April 2020 at 7.30pm

There being no further business the meeting closed at 8.50pm

  
Richard Sutton, Chairman  
1/6/20

ACCOUNTS	9th March 2020	Vat		TOTAL	
Pages	Salaries	0.00	6907.71	6,907.71	Bacs
SS	Pension Fund	0	697.45	697.45	Bacs
ST	Pension Fund	0	200.71	200.71	DD
MRC	Tax & NI	0	1859.26	1859.26	Bacs
IMC	Tai chi hall hire	0	63	63	Bacs
	Coffee morning hall hire	0	15	15	Bacs
	Yoga hall hire	0	36	36	Bacs
eve Blackwell	Fallen crack Willow at Lake area	0	620	620	Bacs
m Godfrey	Nordic walking instruction	0	280	280	Bacs
le & Day	Fuel - 16th - 31st January 2020	0	60.67	60.67	Bacs
ionict	Biennial fee for .gov.uk domain	11	55	66	Bacs
ke Tabrett	Tai Chi instructor	0	300	300	Bacs
da Garrick	Yoga instructor	0	220	220	Bacs
PA	Health & Safety training course x 2	0	100	100	Bacs
netree Marketing	Feb/March Som4u newsletter	0	448.5	448.5	Bacs
Adams	Seated exercise instructor	0	200	200	Bacs
xer	Expenses refund	0	21.6	21.6	Bacs
on	Electricity - February 2020	5.18	103.55	108.73	Bacs
enchmark Electrical Ltd	Sub meter & LED lighting installations	97.8	489	586.8	Bacs
PO	Gas	5.72	114.35	120.07	Bacs
ing Payments	Office goods	0.94	30.68	31.62	Bacs
	Paper	8.97	44.83	53.8	Bacs
eve Blackwell	Storm Ciara tree damage	0	360	360	Bacs
	Storm Dennis tree damage	0	50	50	Bacs
	<b>TOTAL</b>	<b>129.61</b>	<b>13277.31</b>	<b>13,406.92</b>	
<b>13,406.92</b>					
<b>Electronic payments</b>					
Business	Web hosting charges	14.4	72	£86.40	DD
	Broadband domains & emails - Jan 2020	1.82	9.12	10.94	DD
lktalk Business	01487 841359 & internet	8.83	44.17	53	DD
lk Talk	CIC-01487 840266 - Oct 2019			0	DD
	CIC-01487 840266 - Nov 2019			0	DD
	Monthly computer software - January & February 2020	0	79	79	DD
icrosoft Online	Printer lease rental - 2019				DD
imens	K lxxer - mobile contract payment	1.25	6.25	£7.50	DD
rphone warehouse	P Bryant - mobile contract payment	0	0	£0.00	DD
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD
ntingdonshire DC	Sea Container - rates January 2020	0	147	£147.00	DD
	Norwood Building - rates	0	0	£0.00	DD
	Electricity - Multi sports area - QRT 4	24.35	487.01	£511.36	DD

Electricity - Lake sea container - Qtr 4	6.27	31.35	£37.62	DD
Electricity - Norwood Building - QTR 4	103.78	518.91	£622.69	DD
Electricity - library - QRT 4	167.39	836.97	£1,004.36	DD
<b><u>TOTAL</u></b>	<b><u>329.34</u></b>	<b><u>2238.03</u></b>		<b><u>25</u></b>
			<b>£2,567.37</b>	

**Stimium Card**

**Feb-20**

Timebank & changing Lives	0	13.09	13.09	Card
any Bryant	0	0	0	Card
<b><u>TOTAL</u></b>	<b><u>0</u></b>	<b><u>13.09</u></b>		
			13.09	

**expenses**

Remembrance Day wreath - replacement cheque	0	17	17	
<b><u>TOTAL</u></b>	<b><u>0</u></b>	<b><u>17</u></b>		17

*[Handwritten signature]*  
1/6/20