

**MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL
Held on Zoom, Remote Online Viewing
On Monday 4th May 2020 at 7.30 p.m.**

COVID-19 Pandemic (Temporary Regulations in force from 4th April 2020 expiring 7th May 2021)
The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, S78

NEW LEGISLATION & REQUIREMENTS

In summary the Temporary 2020 Regulations detailed above;

- Permit the holding of remote meetings, with conditions
- Local councils can decide the methods they will use to facilitate the holding of meetings
- There is no requirement to hold an annual meeting

PRESENT WERE:

Cllr J Blundell	Cllr D Skeggs
Cllr S Criswell	Cllr D Smith
Cllr C Dolby	Cllr R Sutton (in the Chair)
Cllr A Hulme	Cllr C White
Cllr D Potter	Cllr R Woolway
Cllr N Ruffell	Cllr G Wooster
Cllr T Sansom	

Mrs P Bryant, Parish Clerk

IN ATTENDANCE: 7 members of the public

1. **APOLOGIES**

Cllr Skeggs arrived at 7:41pm during the Public Forum, Item 3.

2. **PARISH COUNCILLORS DECLARATIONS OF INTEREST**

No interests were declared.

3. **PUBLIC FORUM**

It was proposed by Cllr Criswell, seconded by Cllr Potter 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 7:35 and was reconvened at 8:03pm
There was a discussion about the planning application for 19/00579/FUL Land north of The Pasture Somersham

4. **PLANNING MATTERS**

a) **PLANNING APPLICATIONS**

20/00685/TREE 44 High Street Somersham PE28 3JB

The main stem of this tree has a column of decay approx.. 50% of stem diameter from approx.. 1 metre to at least 8 metres from ground level.

It was proposed by Cllr White, seconded by Cllr Samson and RESOLVED with 12 votes for and 1 abstention to recommend no objection to this application. The proposed work is a sensible course of action and should be carried out.

20/00573/FUL Land west of Toll Cottage Chatteris Road Somersham

Partial demolition of existing cottage and replacement with new 4 bedroom dwelling and detached garage and store.

It was proposed by Cllr Skeggs, seconded by Cllr Woolway and RESOLVED with a unanimous vote to recommend no objection. The proposed works are in keeping with the property and should improve the over all aesthetics of the site and surrounding area.

20/00608/FUL Pitches 4 and 4A Rosefield Parkhall Road Somersham

Change of use of the land to Gypsy and Traveller residential with the establishment of two residential pitches, each with the siting of two caravans of which no more than one can be static caravans and the construction of an amenity building

It was proposed by Cllr Dolby, seconded by Cllr White and RESOLVED with 11 votes for, 1 against and 1 abstention to defer this application to 18th May 2020 and hold an extra ordinary meeting after the Annual Parish Meeting.

19/00579/FUL Land north of The Pasture Somersham AMENDED PLANS

Residential development of 8 dwellings with associated parking and additional parking for local residents

It was proposed by Cllr Criswell, seconded by Cllr Skeggs and RESOLVED by a unanimous vote to ~~recommend no objection~~. The primary reason for objection is the poor access along Rectory Lane, it is too narrow and not suitable. Any development on adjacent land will simply exacerbate residents' problems and will not resolve the problem of the narrow lane and parking. *object*

b) PLANNING APPROVED

19/02048/LBC 60 High Street Somersham PE28 3EE

Retention of various roof repairs, replace crumbling mortar and gutter cleaned and repaired where needed

c) 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 – 26th February – 8 April 2020 – not discussed as 6th April meeting postponed

5. MINUTES OF THE MEETING HELD 9TH MARCH 2020 & TO RATIFY INTERIM DECISIONS DUE TO COVID-19 LOCKDOWN

The meeting due to be held on Monday 6th April 2020 was postponed whilst emergency temporary legislation was put in place by the Government following COVID-19 lockdown. The legislation came into force on Saturday 4th April 2020.

- a. **Remote decisions on planning applications** were made via email and voting records retained.

It was proposed by Cllr White, seconded by Cllr Wooster and RESOLVED by a unanimous vote to agree to the remote decisions made.

- b. **Allocating S137 monies for a volunteer help group** through the Time Bank and Somersham Poor's Money Charity were made via email and voting records retained.

It was proposed by Cllr Potter, seconded by Cllr Smith and RESOLVED by a unanimous vote to agree to use the monies to help those in self isolation.

6. MINUTES OF THE MEETING HELD ON 9TH MARCH 2020

The minutes were proposed by Cllr White, seconded by Cllr Smith to be accepted as a true record of events. This was RESOLVED with 10 votes for with 3 abstentions (as those Councillors were not at the last meeting). The Minutes will be signed by the Chairman once the pandemic lockdown restrictions have been lifted.

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

It was agreed the Clerk will attempt to set up another working party meeting this time by video conferencing, as she had just one response to her original email and this was from Cllr Smith.

8. **POLICE REPORT**
Emailed to Councillors: Weekly Policing Updates

9. **REPORT FROM COUNTY & DISTRICT COUNCILLOR STEVE CRISWELL**
A live issue for the parish council is to start considering if it wishes to submit a Local Highway Initiative Bid this year. The deadline was at the end of this month but has been extended. Relevant issues that have been suggested are reviewing parking restrictions on Parkhall Road and Introducing a 20mph limit throughout most of the village. If the council would like to pursue a bid, they now have time to ask for public feedback and the Traffic WP could assist the Clerk formulate a bid.
SEE APPENDIX 1

10. **PARISH CLERK'S REPORT**
Matters Arising Report & Updates:
Correspondence emailed to councillors:

- i. RSN online – updates
- ii. CAPALC bulletin & NALC CEO bulletins
- iii. CCC coronavirus briefings
- iv. Countywide Coordination Hub Highlights (COVID-19)
- v. HDC – Small business Grant Fund – support for businesses that pay little or no business rates

11. **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 to be accepted.

SEE APPENDIX 2


b. **The Annual Return (AGAR) 2019 – 2020** – On 30th April 2020 the date for local councils to complete the final audited accounts was extended from 1st June to 1st September 2020 by statute. The Accounts and Audit (Coronavirus)(Amendment) Regulations 2020.

The requirement for the public inspection period has been amended & public inspection must commence on or before the first working day of September 2020.
Draft accounts must be approved by 31st August 2020 latest

- c. **The Internal Audit** – Mrs J Wilson, Canalbs Ltd will carry out the audit.
- d. **Finance Working Party** – 20th April 2020 Meeting postponed. Working Party members were provided with yearend figures via email for comment. Copies of those documents have subsequently been emailed to all councillors.
- e. **Grant Application of £200 for MAGPAS** - It was proposed by Cllr Potter, seconded by Cllr Blundell and RESOLVED with 12 votes for with 1 abstention to approve the £200 donation.
- f. **To Purchase 3 Blachere Christmas Tree kits** (wall mounted) from the Norwood Building income for the Norwood Building @ £99 + vat each = £297 + vat - It was proposed by Cllr Hulme, seconded by Cllr Samson and RESOLVED with a unanimous vote to agree to purchase the Christmas tree kits.

12. **HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance**
Correspondence emailed to Councillors:

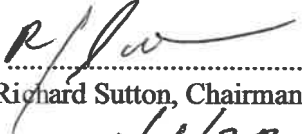
- Stagecoach Group Plc – Busway changes Spring 2020 FAQ's
- CCC Passenger Transport – changes to Local Bus Services



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

The Annual Parish Meeting will be held on Monday 18th May 2020 at 7.30 pm by Zoom video conferencing.

There being no further business the meeting closed at 8:44pm


.....
Richard Sutton, Chairman
1/6/20

District & County Council report to Parish, May 2020.

Unsurprisingly work is currently dominated by the response to the Covid-19 pandemic. At both councils, many staff have been redeployed from less urgent services to strengthen the Covid response. A strategic partnership now exists to join forces across the public sector. Both councils have formed a Coronavirus Hub to co-ordinate their respective work streams. My County role is to lead our work with communities and partners across Cambridgeshire. I hold daily meetings with my Service Director.

The County-wide Hub is dealing with the Shielded group of most vulnerable residents, currently standing at around 15,000. We are providing assistance to 5,800. In Somersham there are 77 residents on the Shielded list, with 16 having requested help. This usually takes the form of food parcels or medicine delivery.

The District Hub deals with all other residents in need and where possible links them to the local volunteers networks that have been set up in most communities. We are fortunate that our Time Bank was already well established and with additional volunteers has been able to quickly offer and provide help to those who need it. Compliments are due to Katie, our co-ordinator who has responded magnificently to this latest challenge. I have assisted in attracting additional funds to support local activity during the pandemic.

Following the legal Governance framework announced by Gov't, we are all now establishing methods of holding remote meetings. On April 22nd, I chaired the first ever formal meeting at the County Council to be conducted virtually and broadcast on the web. This has now become the norm.

Business as usual;

Highway repairs, such as potholes are proceeding unabated, so reporting via the website should continue. We are encouraging Skanska to continue with current improvement projects, particularly while traffic is light. However a disrupted supply chain is making this difficult.

The Household Waste Recycling Centres, such as at Bluntisham are ready to open shortly with management plans in place. HDC is continuing the household bin collection service as before.

A live issue for the parish council is to start considering if it wishes to submit a Local Highway Initiative Bid this year. The deadline was at the end of this month but has been extended. Relevant issues that have been suggested are Reviewing Parking restrictions on Parkhall Road and Introducing a 20mph limit throughout most of the village. If the council would like to pursue a bid, we now have time to ask for public feedback and the traffic WP could assist the clerk formulate a bid. I suggest we discuss this later on the agenda.

Finally, I have applied for substantial funding from a county pot to allow us to proceed with additional youth facilities, including the new skate ramp. A decision is due in 3 weeks time.

Steve Criswell.



ACCOUNTS	6th April 2020 to 28th April 2020	Vat	TOTAL		
Pages	Salaries	0.00	7439.27	7,439.27	Bacs
SS	Pension Fund	0	439.95	439.95	Bacs
ST	Pension Fund	0	225.39	225.39	DD
MRC	Tax & NI to year end	0	1698.94	1698.94	Bacs
	Tax & NI - 1st wk of new financial year	0	2376.74	2376.74	Bacs
e Pellet Guys	Course fishing pellets	0	280	280	Bacs
On	Electricity	5.18	103.55	108.73	Bacs
le & Day	Fuel 16th - 31st March 2020	16.56	82.79	99.35	Bacs
da Garrick - Starfish Yoga	YouTube sessions - yoga	0	275	275	Bacs
	TOTAL	21.74	12921.63	12,943.37	
				12,943.37	

Electric payments

Business				£0.00	DD
				0	DD
ktalk Business	01487 841359 & internet	5.6	28	33.6	DD
ktalk	CIC-01487 840266 -			0	DD
	CIC-01487 840266 -			0	DD
icrosoft Online	Monthly computer software - April 2020	0	39.5	39.5	DD
mens	Printer lease rental - 2019				DD
ophone warehouse	K Ixer - mobile contract payment	1.25	6.25	£7.50	DD
	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 -	0		£0.00	DD
	Norwood Building - rates	0	0	£0.00	DD
	Electricity - Multi sports area - QRT			£0.00	DD
	Electricity - Lake sea container - Qtr			£0.00	DD
	Electricity - Norwood Building - QTR			£0.00	DD
	Electricity - library - QRT			£0.00	DD
	TOTAL	8.1	80	£88.10	88.1

ages	Salaries	0.00	6082.58	6,082.58	Bacs
SS	Pension Fund	0	697.45	697.45	Bacs
ST	Pension Fund	0	185.06	185.06	DD
	Tax & NI	0	1756.99	1756.99	Bacs
RG	Share of Apple Day donations	0	85.77	85.77	Bacs
L Supplies	Descaler	3.08	15.4	18.48	Bacs
PALC	Training course - A Scriven	0	75	75	Bacs
ion ICT	Hosted email account	3.6	18	21.6	Bacs
CC	ILCA Fee - A Scriven	19.8	99	118.8	Bacs
ke Tabrett	Tai Chi instructor	0	300	300	Bacs
'S	Light tubes & starters	18.46	92.28	110.74	Bacs
n Godfrey	Nordic Walking	0	70	70	Bacs
Adams	Seated exercise	0	200	200	Bacs
da Garrick	Starfish Yoga	0	220	220	Bacs
nos Communications	Printing	23.2	115.99	139.19	Bacs
MC	Yoga - hall hire	0	27	27	Bacs
	Tai Chi - hall hire	0	63	63	Bacs
nite Plumbing	Boiler repairs	131.57	657.86	789.43	Bacs
m lge Water Business	Water	0	66.86	66.86	Bacs
	Water	0	58.96	58.96	Bacs
scriven	Expenses	0	4.5	4.5	Bacs
lackwell	Tree surgery	0	480	480	Bacs
On	Electricity	4.84	96.87	101.71	Bacs
PALC	Affiliation fee 2020-2021	0	768.13	768.13	Bacs
PO	Gas	5.15	102.95	108.1	Bacs
K Installations	GSM/3g line rental on remote CCTV system	11.1	55.5	66.6	Bacs
CC	Webinare - Website Accessibility Guidelines	50	250	300	Bacs
	Webinare - Website Accessibility Guidelines	26	130	156	Bacs
	Webinare - Website Accessibility Guidelines	24	120	144	Bacs
J Waters	Hedge cutting	9	45	54	Bacs
A	Field hire - Oct 2019 - Nordic walking	0	90	90	Bacs
	Pavilion hire - Dec 2019 - seated exercise	0	63	63	Bacs
	Field hire - December 2019 - Nordic walking	0	126	126	Bacs
	Field hire - Oct 2019 - seated exercise	0	45	45	Bacs
CC	Annual membership - M Blewett	0	180	180	Bacs
ie & Day	Fuel 1st - 15th March 2020	9.71	48.57	58.28	Bacs
adingley Mulch	Play bark	179.5	897.5	1077	Bacs
Murray Signs	Lamp post numbering stickers	10	50	60	Bacs
L Supplies	Cleaning materials	47.01	235.04	282.05	Bacs
n Godfrey	Nordic walking instructor	0	140	140	Bacs
iltas	End of year accounts booking	112	560	672	Bacs
	TOTAL	688.02	15375.26	16,063.28	

16,063.28

Electronic payments

Business				£0.00	DD
				0	DD
lktalk Business	01487 841359 & internet			0	DD
lk Talk	CIC-01487 840266 -			0	DD
	CIC-01487 840266 -			0	DD
icrosoft Online	Monthly computer software - March 2020	0	39.5	39.5	DD
emens	Printer lease rental - 2019				DD
ophone warehouse	K Ixer - mobile contract payment	1.25	6.25	£7.50	DD
	P Bryant - mobile contract payment	0	0	£0.00	DD
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD
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	Norwood Building - rates	0	0	£0.00	DD
	Electricity - Multi sports area - QRT			£0.00	DD
	Electricity - Lake sea container - Qtr			£0.00	DD
	Electricity - Norwood Building - QTR			£0.00	DD
	Electricity - library - QRT			£0.00	DD
	<u>TOTAL</u>	<u>2.5</u>	<u>52</u>	<u>£54.50</u>	<u>54.5</u>

Stimulus Card

Mar-20

tie Ixer	Timebank & changing Lives	12.44		12.44	Card
enny Bryant	BrightPay Payroll renewal, keys, office goods	261.79	0	261.79	Card
	<u>TOTAL</u>	<u>274.23</u>	<u>0</u>	<u>274.23</u>	<u>274.23</u>

ec

		0		0	
<u>TOTAL</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

1/6/20