

MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL
Held on Zoom, Remote Online Viewing
On Monday 24th August 2020 at 7.30 p.m.

PRESENT WERE:

Cllr S Criswell
Cllr C Dolby
Cllr D Potter
Cllr R Sutton (In the Chair)

Cllr C White
Cllr R Woolway
Cllr G Wooster

Mrs P Bryant, Parish Clerk
Miss M Blewett, Deputy Clerk

IN ATTENDANCE: No members of the public were present

1. **APOLOGIES**

Apologies received from;
Cllr J Blundell - Personal Reasons
Cllr T Sansom - Personal Reasons
Cllr D Smith - Illness

ABSENT

Cllr T Hulme
Cllr N Ruffel
Cllr D Skeggs

2. **PARISH COUNCILLORS DECLARATIONS OF INTEREST**

No interests were declared.

3. **PUBLIC FORUM**

It was proposed by Cllr Criswell, seconded by Cllr Wooster 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 7:33pm and was reconvened as no members of the public were present.

4. **PLANNING MATTERS**

a) **PLANNING APPLICATIONS**

20/01224/FUL The Hawthorns, Pidley Road, Somersham PE28 3ES
Change of use of manege (40m x 20m) to be used for the storage of scaffolding equipment (Use Class B8)

It was proposed by Cllr Wooster, seconded by Cllr Criswell and RESOLVED with 4 votes in favour, 1 against and 2 abstentions to recommend no objection. This is with the provision the applicant observes and meets the highway stipulations for large vehicles entering and exiting the property on this busy road.

20/01357/HHFUL 26 Crane Close Somersham PE28 3YG
Extensions to and conversion of garage

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

Explanatory letters to support 20/01092/FUL - Proposed agricultural building - New Farm, Parkhall Road, Somersham.

It was proposed by Cllr Woolway, seconded by Cllr Sutton and RESOLVED with 5 votes in favour, 1 against and 1 abstention to recommend objection. The additional information still does not provide concrete evidence this is a working farm, just that it hopes to be a working farm in future.

The parish council reiterates the applicant has still not supplied any evidence of agricultural work that requires the need for an additional agricultural building on the site or evidence of the production of food stuffs or other agricultural yield which necessitates the need for the storage building on this farm directly.

b) PLANNING APPROVED

19/00020/FUL Hilltop Orchard, St Ives Road, Somersham

Relocation of approved Gypsy/traveller mobile home and erection of dayroom including accommodation for sick partner and carer.

c) PLANNING CONSULTATION

Buckden Submission (Regulation 16) Neighbourhood Plan

Start date: 23/07/2020

End date: 01/09/2020

Fenland Local Plan - Update on the emerging Fenland Local Plan. Due to the COVID-19 pandemic, work on preparing the Local Plan and the proposed Draft Local Plan consultation in summer 2020 has been delayed. On Tuesday 28 July 2020 Cabinet approved a revised timetable (known as a Local Development Scheme (LDS)) to take into account the delays and also to allow the opportunity for a second call for sites exercise to take place.

The revised LDS can be viewed at: https://www.fenland.gov.uk/media/17035/Fenland-Local-Development-Scheme-2020/pdf/Fenland_LDS_update_2020.pdf and shows that consultation on the draft Local Plan will now take place in February 2021.

5. MINUTES OF THE MEETINGS HELD ON 27TH JULY 2020

The Minutes for 27th July 2020 were proposed by Cllr White, seconded by Cllr Dolby to be a true record of events. This was RESOLVED by 7 for and 1 abstention (as those Councillors were not at the previous meeting). The Minutes will be signed by the Chairman as soon as practical in the current lock-down situation.

6. POLICE REPORT

Emailed to Councillors:

- i. Weekly Policing Updates

7. REPORT FROM COUNTY & DISTRICT COUNCILLOR STEVE CRISWELL

Cllr Criswell gave a report about the localised flooding that happened across the county and affected us locally, plus a current Covid-19 update. He also reported on the Rectory Lane planning departments change of opinion including the conservation report for 19/00579/FUL Land north of The Pasture, Somersham Residential development of 8 dwellings with associated parking and additional parking for local residents.

There is no update on the Wheatsheafs Crossroads improvement proposals.

8. PARISH CLERK'S REPORT Inc.

a. Matters Arising Report & Updates:

b. Correspondence emailed to councillors:

- ii. RSN online – updates

- iii. CAPALC bulletin & NALC CEO bulletins
- iv. Post Office consultation &/re-opened on 17th August 2020
- v. Bluntisham PC – ENVAR, The Heath.
Cllr Criswell reported the Environment Agency deals with these matters and they have already been contacted. A liaison committee meeting will be called also. It was agreed the clerk would respond as above.
- vi. Cllr S Criswell – email forwarded on local flooding issues & contact details

9. **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.
- b. **Review the Quarter 1 Budget & Bank balances** – It was proposed by Cllr Sutton, seconded by Cllr Criswell and RESOLVED by a unanimous vote to be accepted.
- c. **Acknowledge Receipt of the ‘Risk Assessment for holding in-person meetings** - It was proposed by Cllr Sutton, seconded by Cllr White and RESOLVED by a unanimous vote to be accepted.

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

- a. Highway repair/maintenance matters to report

11. **The Somersham Housing Needs Survey compiled by Cambridgeshire ACRE & Huntingdonshire District Council**

Survey emailed to Councillors

Following discussion, it was agreed to thank Cambridgeshire ACRE for their work and to put this on the ‘back burner’ to see what happens with the two new developments.

12. **RECEIVE REPORTS From the Personnel Committee**

- a. **To confirm the updated remote meeting protocol**

It was proposed by Cllr Sutton, seconded by Cllr Criswell and RESOLVED by a unanimous vote to be accepted.

- b. **To Confirm the updated Councillor email addresses & Request for Councillors to check their email at least every two days to avoid missing essential requests**

It was proposed by Cllr Sutton, seconded by Cllr Criswell and RESOLVED by 6 votes in favour and 1 abstention to be accepted.

- c. **To adopt new policies**

- i. **Scheme of Delegation**

Since the coronavirus lockdown much reliance is placed on the Clerk to ensure the council can function on a day-to-day basis with the need for permitting decisions outside of the formal framework of the council and committee meetings. The Local Government Act 1972 s 101 permits councils to make arrangements for the discharge of their functions. Somersham Parish Council currently does this in a passive way through their Standing orders and Financial Regulations to the Clerk. This can be made clearer through a Scheme of Delegated Powers.

It was proposed by Cllr Criswell, seconded by Cllr Dolby and RESOLVED by a unanimous vote to adopt the new policy.

- ii. **Career Break/Sabbatical – emailed with the summons**

A growing number of working people, particularly those who have been in the same job or with the same employer for several years, are taking extended periods of leave (usually unpaid) to broaden their horizons and develop themselves on a personal and professional level. This can have benefits for the employer as well as the employee.

Mental health during COVID-19 has been a major issue across the country. The mental health and stress implications for all Somersham Parish Council staff members have been taken into consideration.

It was proposed by Cllr Sutton, seconded by Cllr Wooster and RESOLVED by a unanimous vote to adopt the new career break/sabbatical policy.

d. **To Remind Cllrs of Legislation relating to payments to councillors**

13. **REPORT THE REQUEST & COUNCIL DECISION TO APPROVE SOMERSHAM COMMUNITY LIBRARY'S REQUEST TO INSTALL RAILINGS AT THE LIBRARY REAR DOOR**

This was agreed by a majority email vote between meetings.

14. **TO REPORT THE DECISION BY COUNCIL FOR THE VICTORY HALL MANAGEMENT COMMITTEE TO INSTALL FIRE DOOR RETAINERS ON THE LINKED AREA**

This was agreed by a majority email vote between meetings.

The Chairman was disappointed FOSL did not consider contacting the Parish Council at the same time as they approached the County Council as everything could have been dealt with at the same time.

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

There being no further business the meeting closed at 8:12PM

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Richard Sutton,
Chairman

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ACCOUNTS	24th August 2020	Vat	TOTAL		
Wages	Salaries	0.00	7149.03	7,149.03	Bacs
LGSS	Pension Fund	0	439.95	439.95	Bacs
NEST	Pension Fund	0	270.86	270.86	DD
HMRC	Tax & NI	0	2026.84	2026.84	Bacs
Volunteer shoppers	Refunds - COVID-19 volunteers	0	120.47	120.47	Bacs
Laptops Direct	Lenovo Notebook	105.37	526.84	632.21	Bacs
S Blackwell	Tree surgery - Inv 100288	0	480	480	Bacs
CCL Supplies	Refuse sacks	3.98	19.9	23.88	Bacs
S Blackwell	Tree surgery - Inv 100285	0	405	405	Bacs
	Tree surgery - Inv 100289	0	480	480	Bacs
CAPALC	Reopening facilities training	0	300	300	Bacs
VisionICT	Writing & adding Accessibility Report for website	17	85	102	Bacs
R Adams Rehab	Seated exercise	0	200	200	Bacs
Starfish yoga	Adapted yoga	0	210	210	Bacs
Mike Tabrett	Adapted T'ai Chi	0	450	450	Bacs
	TOTAL	<u>126.35</u>	<u>13163.89</u>	<u>13,290.24</u>	

13,290.24

Electronic payments

BT Business				£0.00	DD
Talk Talk Business	01487 841359 & internet - 18 July 2020	5.6	28	33.6	DD
Talk Talk	CIC-01487 840266 -			0	DD
Microsoft Online	Monthly computer software - July 2020	0	39.5	39.5	DD
Siemens	Printer lease rental - 2020				DD
Carphone 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
Huntingdonshire DC	Sea Container - Rates - 1 April 2020	0	49	£49.00	DD
	Sea Container - Rates - 1 May 2020	0	50	£50.00	DD
	Norwood Building - rates	0	0	£0.00	DD
	Millennium Sports Facility - Rates	0	0	£0.00	DD
SSE	Electricity - Multi sports area - QRT			£0.00	DD
	Electricity - Lake sea container - Qtr 1			£0.00	DD
	Electricity - Norwood Building - QTR			£0.00	DD
	Electricity - Library - QRT 1			£0.00	DD
	Electricity - Millennium Sports Facility - QRT 1			0	DD
	Gas - Millennium Sports Facility - QRT 1			£0.00	DD
	TOTAL	<u>8.1</u>	<u>179</u>	<u>£187.10</u>	<u>187.</u>

Optimum Card

Jul-20

Katie Ixer	Refunds to volunteer shoppers - COVID-19	£0.00		£0.00	Card
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Penny Bryant

Zoom subscription

£2.40

£11.99

£14.39

Card

£0.00

Card

£0.00

Card

TOTAL

£2.40

£11.99

£14.39

£14.39

DRAFT