

Minutes of the Annual Meeting of Old Hurst Parish Council
held in The Church of St. Peter on Thursday 30th May 2019.

Councillors present: Mr. G. Bull, Mrs. C. Bussetil, Mrs. J. Mackenzie, Mr. I. Martin, Mrs. E. Taylor & Mrs. L. Sawyer.

Also present: County Cllr. S. Criswell, Mrs. D. Benham (Parish Clerk) & 2 parishioners.

Public participation: There were no issues raised.

1. **Apologies for absence:** Cllr. D. Brown (personal).
2. **Election of Chairman and Vice-Chairman:** Cllr. Bull proposed Cllr. Martin for Chairman. Seconded by Cllr. Sawyer and unanimously agreed. There being no other nominations, Cllr. Martin was duly elected Chairman. Cllr. Bull proposed Cllr. Mackenzie for Vice-Chairman. Seconded by Cllr. Taylor. There being no other nominations, Cllr. Mackenzie was duly elected Vice-Chairman.
3. **To receive declarations of interest:** None declared.
4. **To review Standing Orders:** Councillors agreed that no amendments were necessary.
5. **To review Financial Regulations:** Councillors agreed that no amendments were necessary.
6. **To review the Parish Council insurance arrangements:** The Parish Council has a 5 year undertaking via Community Action Suffolk with Zurich till 2023. All assets are listed and insured and the Employer's Liability Insurance certificate is held by the Clerk.
7. **Minutes of the previous meetings held on 20th March and 3rd May 2019:** Approval of the minutes of 20th March and 3rd May 2019 were proposed by Cllr. Bull, seconded by Cllr. Mackenzie and unanimously agreed.

8. **Matters arising from the minutes:**

a) Roads and footpaths –

The new double yellow lines on Church Street started to lift in places just a couple of weeks after installation. Highways have agreed to re-do them. Pot holes on St. Ives Road, just past the junction with The Lane have been reported and marked up for repair. The street light opposite the village hall site has been repaired. The missing 30mph sign on The Lane has been replaced. The Clerk has emailed Stagecoach, asking again for the bus stop signs to be replaced.

b) Speedwatch – Report given at the Annual Parish Meeting. Further sessions are planned in June.

c) Potential upgrade of the Parish Council owned street lights: The Clerk has completed the grant application forms for the Red Tile Wind Farm Trust. The committee meets on the 11th June to allocate funds.

d) Bus shelters –

Existing shelter – Cllr. Sawyer had looked into the problem reported at the last meeting that the shelter was too hot to stand under in the summer and advised that there was nothing that could be done.

Proposed new shelter at The Grove – Cllr. Mackenzie had canvassed bus users and residents who may use the bus in the future, and reported that there was enthusiastic support for a shelter with a seat. Councillors agreed that this would be revisited once the street lighting upgrade project had been completed.

9. Finance.

a) Result of the internal audit.

Completed on 15/4/19 by Brian Cox & Co., with no issues raised.

b) To approve and sign the accounts for year ending 31st March 2019.

A copy of the accounts, receipts and payments and bank reconciliation had all been sent to councillors prior to the meeting. Cllr. Sawyer proposed that Old Hurst Parish Council accept the accounts. Seconded by Cllr. Mackenzie and unanimously agreed. Chairman and Clerk signed the accounts.

c) To complete and sign the Exemption Certificate and the Annual Governance Statement and Accounting Statement on the Annual Return for 2018/19. Cllr. Sawyer proposed that Chairman and Clerk should sign the Exemption Certificate. Seconded by Cllr. Taylor and unanimously agreed. Chairman and Clerk signed the Certificate. Cllr. Taylor proposed that having considered the findings of the internal review, Old Hurst Parish Council approve the Annual Governance Statement (Section 1). Seconded by Cllr. Bussetil and unanimously agreed. Chairman and Clerk signed the Annual Governance Statement. Cllr. Taylor proposed that having considered the Accounting Statement prepared by the Clerk, that Old Hurst Parish Council approve the Accounting Statement (Section 2). Seconded by Cllr. Bussetil and unanimously agreed. Chairman and Clerk signed the Accounting Statement.

d) Payment of outstanding debts.

Cllr. Sawyer proposed retrospective approval of payments (1) to (5) and approval of payments (6) to (9). Seconded by Cllr. Bull and unanimously agreed.

(1) Cq. No. 000605 - £673.67, E-ON, electricity for Parish Council street lights.

(2) Cq. No. 000606 - £72.00, Brian Cox & Co., internal audit fee.

(3) Cq. No. 000607 – £165.07, Mrs. D. Benham, wages & expenses for April.

(4) Cq. No. 000608 - £ 37.00, HMRC, PAYE/NI for April.

(5) Cq. No. 000609 – £68.36, K & M Lighting Services Ltd, quarterly street lighting maintenance.

(6) Cq. No. 000610 –£200.02, CAPALC, affiliation fees and GDPR membership scheme.

(7) Cq. No. 000611 - £160.05, Mrs. D. Benham, wages & expenses for May.

(8) Cq. No. 000612 - £37.20, HMRC, PAYE/NI for May.

(9) Cq. No. 000613 - £300.00, Mr. A. Abbs, 2 x grass verge cuts.

e) Current position.

A copy of the receipts and payments and bank reconciliation was passed to all councillors. Cllr. Bull checked the bank statement against the bank reconciliation.

f) Risk Assessment.

The Clerk had completed an annual risk assessment on 30/5/19. A copy will be attached to the minutes.

10. Planning – update on previous applications.

18/01661/FUL Erection on 2 no. semi-detached dwellings, associated garages and means of access. Land north of Mulfield House, The Lane, Old Hurst. Approved by HDC.

19/70091/SCOP Scoping opinion on development at Wyton Airfield. Status – Listed as unknown.

11. Police matters.

The police website shows no reported crime in Old Hurst for February and March.

12. Correspondence.

Forwarded to councillors:

a) IHMC incident report for March and April.

b) Cambridgeshire Local Councils – Survey of councillors.

- c) Local Council EXPO 2019
- d) Weekly Rural Bulletins.
- e) NALC Chief Executive Bulletin 22nd March.
- f) Roadworks and Events reports for 1st April to 15th June 2019.
- g) Cambridgeshire & Peterborough Minerals and Waste Local Plan – further draft consultation.
- h) CCC Highways and Street Lighting survey.
- i) Highways Events Diaries for April and May.
- j) NALC policy e-briefing on Police Commissioners.
- k) Rural Funding Digest for May.
- l) House of Lords report on the rural economy.
- m) VE Day 75 on 8th May 2020 – to be discussed at a future meeting.
- n) Update on Wheatsheaf junction.
- o) Tour of Cambridgeshire 2019.
- p) CAPALC Annual Conference 2019.
- q) Adoption of Huntingdonshire Local Plan 2036.
- r) St. Ives Armed Forces Day 29th June.
- s) Cambridgeshire Matters for May.
- t) CCC Innovate and Cultivate funding.
- u) Local Highways Improvement Scheme - deadline for applications is the end of July.
Councillors agreed that a footpath from the village to the crossroads would improve safety for walkers. Clerk to prepare an application.

13. Reports from Councillors.

Cllr. Bussetil advised that the direction sign at the junction of Woodhust Road and St. Ives Road was hidden by vegetation. Clerk to report to Highways. Cllr. Bussetil also wished to record that the road noise on the A141 had increased considerably over the past 10 years. District Cllr. Bull advised that it was hoped that the A141 would be upgraded and that a low noise road surface may help to reduce noise levels.

14. Date of the next meeting: Wednesday 17th July 2019 starting at 7.30pm in St. Peters Church.

Signed.....

Date.....