

Minutes of the meeting of Old Hurst Parish Council
held in The Church of St. Peter on Wednesday 21st November 2018.

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

Also present: District Cllr. J. Tavener & Mrs D Benham (Parish Clerk).

Public participation: There were no members of the public present.

1. **Apologies for absence:** County Cllr. S. Criswell (attending another meeting).

2. **Co-option to fill councillor vacancy:** Cllr. Bull proposed that Mr. Daryl Brown be co-opted on to the Parish Council. Seconded by Cllr. Taylor and unanimously agreed. Cllr. Brown signed a Declaration of Acceptance of Office, witnessed by the Clerk, and was handed a Register of Interests form to be completed and sent to HDC.

3. **To receive declarations of interest:** Cllr. Sawyer and Cllr. Taylor both declared a non-pecuniary interest in item 5, being members of the Parochial Church Council.

4. **Minutes of the previous meetings held on 19th September 2018 and 7th November 2018:** Approval of the minutes of 19th September were proposed by Cllr. Taylor, seconded by Cllr. Sawyer and unanimously agreed. Approval of the minutes of 7th November were proposed by Cllr. Bull, seconded by Cllr. Sawyer and unanimously agreed. Both sets of minutes were signed by the Chairman.

5. **To discuss and agree the final version for the installation of double yellow lines on part of Church Street:** Since the last meeting, a formal consultation had been carried out for Option 2 which had resulted in two objections from parishioners who felt that the proposed yellow lines were not extensive enough and needed to be along the frontage of the church in order to achieve the original brief of improving safety on the bend. Councillors unanimously agreed that Option 1 which included double yellow lines outside the church, would be the most effective. In order to try to resolve the situation and to avoid the scheme going to a delegated decision by CCC, Cllr. Sawyer and Cllr. Taylor had discussed the alternatives with the Parochial Church Council (PCC) and the PCC had confirmed that they would not make any objections should the Parish Council wish to pursue Option 1. Wedding and funeral cars will be permitted under the Traffic Regulation Order to wait for a reasonable period on the yellow lines. Unloading of equipment and passengers will also be permitted, provided the vehicle is removed from the yellow lines once this is done. There will be no change to the conditions that disabled badge holders must adhere to. The Clerk had subsequently contacted Highways to inform them that the Parish Council wished to move forward with Option 1 and a second formal consultation will take place in due course.

6. **Local Highways Initiative Scheme bid for 2019/20:** Since the last meeting, the Clerk had been contacted by the Highways Officer carrying out the initial review of the Parish Council's application for funding to reduce speed on Ramsey Road and the bend at the Stag and Hounds. The officer explained that a permanent vehicle activated speed sign could not be installed as the site has no recorded injury accidents. It might be possible to have a mobile speed activated sign but this would cost approximately £6600, with the Parish Council required to contribute a minimum of 10%. It would need to be moved every 4 weeks, recharged and maintained by the Parish Council.

The officer's other suggestion was to increase the speed limit to 40mph from The Grove to just before the junction with Church Street, then reduce the speed limit to 30mph with entrance features. Councillors were not in favour of either suggestion. The Clerk advised that all the available signage was already in place, such as bend warning signs, white lining and SLOW markings. Councillors had discussed the way forward via email and had concluded that with no recorded speed data to back up the bid, it would be best to withdraw from the process this year and gather information and ideas ready for a potential bid next year. The Clerk has advised highways of the Parish Council's decision.

7. Matters arising from the minutes:

- a) Roads and footpaths – The Clerk to chase the siding out of the footpath from Old Hurst to Warboys. The Clerk advised that 400 daffodil bulbs had been purchased and delivered to Mrs Edwards who will organise a team to plant them in the grass verges.
- b) Speedwatch – No report available.
- c) General Data Protection Regulations - The Parish Council has joined CAPALC's Data Protection Officer Scheme (£25 till 31/3/19) and registered as a Data Controller with the Information Commissioner's Office (£40 per annum). The Clerk has prepared a General Privacy Notice that askiT Services will load on to the website and they will also create a tick box on the contacts page, for users to confirm that they have read and agree to the Privacy Notice. The Clerk has also prepared a Privacy Notice for staff, councillors and role holders, that has been sent to all councillors. New councillor email addresses, to be used for parish council business only, have been organised at a cost of £12 including VAT per email address, per annum.
- d) St. Ives Road Safety Committee meeting regarding Wheatsheaf Crossroads – Minutes of the meeting held on September 25th, attended by Cllr. Sawyer and Cllr. Mackenzie, have been circulated to all councillors. Awaiting further information from the committee.

8. Finance.

- a) Payment of outstanding debts.

Cllr. Mackenzie proposed retrospective approval of payments (1) to (10) and approval of payment of items (11) & (12). Seconded by Cllr. Sawyer and unanimously agreed.

- (1) Cq. No. 000580 - £220.59, Mrs. D. Benham, wages and expenses for September.
- (2) Cq. No. 000581 - £23.80, HMRC, PAYE/NI for September.
- (3) Cq. No. 000582 - £25.00, CAPALC, Data Protection Scheme.
- (4) Cq. No. 000583 - £150.00, A. Abbs, grass cutting September instalment.
- (5) Cq. No. 000584 - £40.00, Information Commissioner, Data Protection fee.
- (6) Cq. No. 000585 - £109.99, askiT Services, Outlook 2016 for PC laptop.
- (7) Cq. No. 000586 - £95.80, Mrs. D. Benham, wages & expenses for October.
- (8) Cq. No. 000587 - £24.00, HMRC, PAYE/NI for October.
- (9) Cq. No. 000588 – £60.00, SR Howell & Co., payroll services 1/4/18 – 30/9/18
- (10) Cq. No. 000589 - £68.36, K & M Lighting Services Ltd., quarterly street lighting maintenance charge.
- (11) Cq. No. 000590 - £102.20, Mrs. D. Benham, wages & expenses for November.
- (12) Cq. No. 000591 - £24.00, HMRC, PAYE/NI for November.

- b) 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. Cllr. Sawyer to complete the application to add Cllr. Bussetil as a bank account signatory.

c) Budget & Precept 2019/20.

The Clerk had prepared a draft budget for consideration. After discussion, Cllr. Taylor proposed that Old Hurst Parish Council set a budget and precept of £5350. Seconded by Cllr. Brown and unanimously agreed. A copy will be attached to the minute book and will be available on the Parish Council website.

d) Clerk's pay and conditions.

Cllr. Bussetil proposed that the Clerk's hours should be increased to fifteen per month, that an annual payment of £100 be made towards the expense of using the Clerk's home as the Parish Council office, mileage rate to be increased to 45p per mile, and that the Clerk should be paid ten hours overtime for the time spent on implementing the changes required to comply with the new GDPR legislation. Seconded by Cllr. Mackenzie and unanimously agreed. Changes effective 1st December 2018.

9. **Police matters.**

The Police website is now up to date. The June report showed one reported crime in Old Hurst, July- one reported crime, August – two reported crimes, September – no reported crimes.

10. **Correspondence.**

Forwarded to councillors:

- a) A14 weekend closures.
- b) Changes to local bus services.
- c) A14 Brampton Hut closures.
- d) Roadworks and events bulletin 1st-15th October.
- e) Parish Council Energy Scheme Opportunity – Councillors did not want to take part in a pilot scheme.
- f) Draft Cambridgeshire Statement of Community Involvement.
- g) General meeting of the Cambridge Area Bus Users Group – 6th October.
- h) Roadworks and events bulletin 16th – 31st October.
- i) Town and Parish Council Planning Forums 27/11/18 & 26/3/19 – Cllr. Bussetil to attend both sessions.
- j) Stronger for Longer campaign.
- k) Highways Events Diary for October.
- l) IHMC incident report for September.
- m) A1 closures.
- n) Invitation to the Cambridgeshire & Peterborough Independent Economic Review Roadshow.
- o) Low Carbon Britain 2018.
- p) Highways Events Remembrance special.
- q) CAPLC Pop-up Café 20th November.
- r) Highways Events Diary for November.
- s) IHMC incident report for September.
- t) Cambridgeshire Matters November issue.
- u) Roadworks and events bulletin 16th – 30th November.
- v) New bus route/timings for Morrisons in St. Ives.
- w) Huntingdonshire Local Plan update.
- x) Festival of Motorcycles 2019 – to take place at Johnson's of Old Hurst. Cllr. Martin and Cllr. Mackenzie to meet with the organiser.

11. Reports from Councillors:

District Cllr. Tavener advised that the planning application for a new biomass plant in Warboys will be discussed at a hearing on 13th December. Cllr. Taylor will be giving a report at the next meeting, on the Affordable Housing Event that she attended earlier in the year. Cllr. Sawyer advised that the two benches in the village may need refurbishment next year. Cllr. Martin to write an article for The Informer and the village newsletter. District Cllr. Bull advised that following the Inspector's report, a revised Local Plan incorporating the removal of the three "Local Service Centres" (Alconbury, Bluntisham and Great Staughton) and a few minor alterations, would be put out for consultation in January and should be in place by May 2019.

12. Date of the next meeting: Wednesday 16th January 2019 in St. Peter's Church, starting at 7.30pm.

Signed.....

Date.....