

Minutes of the meeting of Old Hurst Parish Council  
held in The Church of St. Peter on Wednesday 19<sup>th</sup> September 2018.

**Councillors present:** Mr. G. Bull, Mrs. J. Mackenzie, Mr. I. Martin (Chairman) & Mrs. L. Sawyer (Outgoing Chairman).

**Also present:** County Cllr. S. Criswell, Mrs D Benham (Parish Clerk) & 3 parishioners.

Public participation – A parishioner present raised questions regarding the Local Highways Improvement Scheme to be discussed at item 6.

1. **Apologies for absence:** District Cllr. J. Tavener (attending another meeting), Cllr. C. Bussetil (personal) & Cllr. E. Taylor (personal).

2. **To note the resignation of Cllr. Sawyer as Chairman and to appoint a new Chairman:** Cllr. Sawyer explained that she wished to stand down as Chairman and subsequently proposed that Cllr. Martin should be the new Chairman. This was seconded by Cllr. Mackenzie and unanimously agreed. There being no other nominations, Cllr. Martin was duly elected Chairman and signed an Acceptance of Office form, witnessed by the Clerk. Cllr. Martin and the Clerk both thanked Cllr. Sawyer for her twenty years service as Chairman. Cllr. Martin then assumed the role of Chairman for the remainder of the meeting.

3. **Co-option to fill councillor vacancy:** Carried forward to the next meeting.

4. **To receive declarations of interest:** Cllr. Sawyer declared a non-pecuniary interest in item 6, being a member of the Parochial Church Council.

5. **Minutes of the previous meetings held on 16<sup>th</sup> July 2018 and 3<sup>rd</sup> September:** Unanimously approved and signed by the Chairman.

6. **To discuss and agree the preferred option for the installation of double yellow lines on part of Church Street:** The Chairman advised that the informal consultation carried out by Highways had been completed. Five responses had been received. Three were in favour and two against. Of the three responses in favour, two requested that the yellow lines were extended to include the farm entrance to the south of Johnsons. The two responses against raised concerns regarding parking for wedding and funeral cars, unloading of equipment and passengers, and disabled parking. The Chairman advised that all of these concerns had been addressed – Wedding and funeral cars would be permitted under the Traffic Regulation Order to wait for a reasonable period on the yellow lines. Unloading of equipment and passengers would also be permitted, provided the vehicle was removed from the yellow lines once this was done. There will be no change to the conditions that disabled badge holders must adhere to. A parishioner present said that the Rector of the Church was very dissatisfied that she had not been consulted on the plans. The Clerk will check which addresses were included in the informal consultation. Following the informal consultation, Highways had provided three revised options to choose from. Cllr. Martin proposed that the Parish Council should approve option 2 (annexed to the minutes) with the addition that the yellow lines should extend across the front of the church path in order to keep access clear. Seconded by Cllr. Mackenzie and unanimously agreed. The Chairman will arrange a meeting with the Rector before Highways are instructed to proceed with the formal consultation. The Clerk answered the questions raised by a parishioner during public participation.

7. **Joint Minerals and Waste Local Plan – Submitted sites:** All councillors had been able to view the sites that had been put forward for inclusion in the Local Plan. The Clerk gave information on the two sites nearest to Old Hurst. There were no comments to return.

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

a) Roads and footpaths – The Clerk had reported the overgrown footpath from Old Hurst to Warboys and had been advised by Highways that it would be sided-out at the end of the grass cutting season. The street light outside 4 The Lane had been repaired under the Parish Council’s maintenance contract.

b) Speedwatch – The Speedwatch administrator, Mrs Edwards, explained that sharing the kit with Warboys had been problematical and that Warboys were in the process of buying their own kit which may increase the availability. 1<sup>st</sup> – 5<sup>th</sup> October is Speedwatch Awareness Week when police support will be available to Speedwatch groups carrying out checks. Mrs. Edwards will be stepping down as administrator from 1<sup>st</sup> January 2019. The Clerk asked Mrs Edwards to carry out some sessions on the stretch of road from The Grove to the bend by The Stag and Hounds, so that she had some evidence to support the Parish Council’s bid for funding from the Local Highways Improvement Scheme 2019/20.

c) General Data Protection Regulations - The Clerk advised that she had received information and an invoice regarding CAPALC’s Data Protection Officer Scheme. It was not clear whether the charges quoted were for a full year so the Clerk had queried this and awaited a reply.

9. **Finance.**

a) Payment of outstanding debts.

Cllr. Sawyer proposed retrospective approval of payments (1) to (7) and approval of payment of items (8) & (9). Seconded by Cllr. Mackenzie and unanimously agreed.

(1) Cq. No. 000571 - £102.20, Mrs. D. Benham, wages and expenses for July.

(2) Cq. No. 000572 - £24.00, HMRC, PAYE/NI for July.

(3) Cq. No. 000573 - £150.00, A. Abbs, grass cutting July instalment.

(4) Cq. No. 000574 - £102.76, Mrs. D. Benham, wages and expenses for August.

(5) Cq. No. 000575 - £24.00, HMRC, PAYE/NI for August.

(6) Cq. No. 000576 - £150.00, A. Abbs, grass cutting August instalment.

(7) Cq. No. 000577 - £68.36, K & M Lighting Services Ltd., quarterly street lighting maintenance charge.

(8) Cq. No. 000578 – £20.95, askiT Services Ltd, anti-virus subscription for Parish Council laptop.

(9) Cq. No. 000579 - £196.14, Business Services at CAS Ltd., Parish Council annual insurance premium.

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.

c) Bank signatories.

Cllr. Sawyer confirmed that Mrs. Pearce had been removed as a signatory and Cllr. Martin had been added. Cllr. Bussetil to be added as a signatory in due course.

**10. Police matters.**

The police crime report for May showed no reported crimes. Crime reports from June onwards were not yet showing on the police website.

**11. Correspondence.**

- a) Roadworks and Events 1<sup>st</sup> -15<sup>th</sup> August.
- b) Cambs. ACRE AGM 25<sup>th</sup> September.
- c) Freedom of Information request received regarding FACT/HACT – answered by the Clerk.
- d) Highway Events Diary for August.
- e) Cambridgeshire Local Councils invitation to stakeholder group meeting and peer learning event.
- f) Cambridgeshire Local Councils Conference 23<sup>rd</sup> November – Cllr. Martin and Cllr. Bussetil to attend.
- g) Roadworks and Events report 16<sup>th</sup> -31<sup>st</sup> August.
- h) CAPALC AGM 11<sup>th</sup> October.
- i) Roadworks and Events bulletin 1<sup>st</sup> -15<sup>th</sup> September.
- j) Integrated Highways Management Centre Incident Report for July.
- k) Notice of road closures on 5<sup>th</sup> September.
- l) Highways Events Diary for September.
- m) Joint Minerals and Waste Local Plan – submitted sites.
- o) St. Ives Road Safety Committee Meeting regarding Wheatsheaf Crossroads – Cllr. Mackenzie and Cllr. Sawyer to attend.
- p) Cambridgeshire Matters September 2018.
- q) Roadworks and Events bulletin 16<sup>th</sup> -30<sup>th</sup> September.
- r) Scam Mail Poster – to noticeboard.
- s) Glasdon products brochure.

**12. Reports from Councillors:** District Cllr. Bull advised that the budgeting process had started for 2019/20 had started and with Government funding reduced, they would be looking to make further savings and efficiencies. District Cllr. Bull confirmed that he had raised concerns regarding drainage and highway visibility for planning application 18/01661/FUL. County Cllr. Criswell advised that CCC were also under pressure to make savings. CCC offices will move to a new site on Alconbury Weald in two years, with some staff accommodated in offices in the community.

**13. Date of the next meeting:** Wednesday 21<sup>st</sup> November 2018 in St. Peter’s Church, starting at 7.30pm.

Signed.....

Date.....