

Clerk's Report

Monday 12th April 2021

2. Apologies To receive apologies for absence

3. Declarations of Interest

4. Minutes. To approve the minutes from the meeting held on 1st March 2021.

6. Matters Arising

1. Neighbourhood Plan – Update from Cllr Pett

2. Update on meeting with Highways re Meadow Road Signage – Cllr King

3. Update on Cemetery Land Transfer

4. Feedback from Community Warden Meeting – Cllr Ricciardi

5. GSRA – Update from Cllr Ginn

5. Return to face-to-face meetings To review current guidance and consider changing the date of Mays meeting to ensure compliance.

7. Clerk's Financial Statement. For March 2021 and Budget Review.

8. Cheques/Payments for Approval. These will be sent prior to the meeting.

9. Review of Charges Cemetery charges, contribution towards churchyard maintenance, 'Roundabout' costs, review of clerk's core hours. (See Appendix 1 for charges as at 2020).

10. Review of Risk Management Policy, asset check and risk assessments.

Previously circulated to Councillors: *Risk Management Policy*

Asset List 2021

Risk Assessments General (Playground, bins etc)

Lights

Seats

MUGA

11. Review of Internal Control and Appointment of Internal Auditor.

Previously Circulated to Councillors: *Review of Internal Control Document*

In previous years, the internal auditor has been LGS Services.

12. Highways. Any repairs or maintenance.

- Update on LHI Bid.

13. Consultations

- EWR second non statutory consultation (closing date 9th June 2021)

14. Correspondence

1. Request for financial assistance – Bluebell 19/benefice

'A group of people are putting together a Church-led Welcome Pack for the Bluebell Benefice (Great and Little Gransden, Abbotsley and Waresley churches).

The intention is to have a booklet containing some historical information about each parish and then current information. As it is Church led there will be details from Rev. Rachel Blanchflower re weddings, funerals, baptisms, etc., We will provide links to a variety of sites, e.g., each Parish Council, sports facilities and clubs, Brownies, etc., which we hope might be helpful for people moving into the four villages.

At the moment we don't know exact numbers - there have been a number of people moving even in lockdown and then, of course, we have the Sand Road development, followed at some point by new houses on Eltisley Road.

We wondered if there might be some sort of financial help from the Parish Council to cover printing costs. We are also approaching the other Parish Councils'.

2. SLCC Membership

Request for Clerk to join SLCC (Society of Local Council Clerks). There is a £10 joining fee and an annual subscription fee of £144.00 payable by the council. Full details and benefits have previously been sent to councillors but can also be found here:

www.slcc.co.uk/our-story/

3. Letter from resident – Proposed footpath from Potton development

'I see from the HDC web site that planning permission was granted last Friday, 12 March. I hope that the Parish Council will still keep an eye on the drainage proposals along that stretch of Eltisley Road and in particular the appearance of the proposed footpath. (I refer to the PC's submission to HDC following the PC meeting of 4 June 2018 in which it was stated "There are drainage issues which need looking at carefully as well as the appearance of the footpath.")

As you are aware, HDC has recommended an ugly looking metal handrail along the footpath. I hope that the PC will seek to persuade the developers and HDC that a more pleasing handrail or fence could be used which would be more in keeping with an attractive village such as ours.

I also note that in the PC's submission of 7 October 2019 it stated "In addition the drainage detail given for the proposed pipe along the proposed footway to the East of Eltisley Road means that more water will arrive at the culvert under Fox Street to the village drainage system."

I am not aware that HDC is planning to culvert the drain along Eltisley Road. In my dealings with Brian Heffernan at HDC he made it clear to me that the Council's policy is not to culvert drainage alongside roads if it can be avoided. So the plan is to leave an open ditch.

I have pointed out to Mr Heffernan that if a drainage pipe were laid in the ditch it could be filled in and there would be no need for a handrail. It would also give an extra green area to the side of the footpath to aid pedestrian safety. That suggestion has been ignored, but I hope the PC could influence HDC to think again'.

For information, I attach a photo of the 1.2 metre high railing that the HDC wants the developers to use. The plans for the footpath are on pages 5 and 6 of documents dated 30/4/20 in regard to planning application 18/00958/FUL.



4. Commercial use of MUGA

Further to requests made by the GSRA for financial contributions from commercial usage of the Sports field, the issue has been raised again around the policy at the MUGA. Papworth PC also have a MUGA. Their policy/approach is described as follows:

'We do not take bookings for our MUGA – it's used on a first come first served basis. We have several groups who use the MUGA to play volley/basketball (mostly evenings & weekends) as well as the PT sessions and we do request that people are considerate towards other users and allow others a fair turn. If the PT guy were to arrive and the MUGA was in use, he would not be entitled to kick the others off the courts because he wanted to use it. In practice I don't believe there have been any issues though and people are happy to give way to others if they have been on there a while.

Our playing fields re also used for PT sessions occasionally and the only stipulation we have for there, is that they must give way to the football/cricket teams for scheduled training and matches and keep off the cricket square, but apart from that they are free to use the space.

The Parish Council are comfortable with a commercial enterprise using the facility as it is intended for the use/benefit of people in the village and the sessions are attended by village residents. If the sessions were to be predominantly aimed at people coming from outside the village just to use the facility, then the Parish Council would possibly consider their position.

I request a copy of the PT company's Public Liability insurance which covers injury etc to people whilst attending the PT sessions. The Parish Council's Public Liability insurance covers us, should anything happen which is due to negligence by the PC'.

5. Pothole – Playing Field Car Park Entrance Email received from resident. (Reference is made to item of the minutes from November 2020)

I note that the minutes refer to the resurfacing of the car park itself, rather than the driveway up to it where the largest, deepest and most troublesome pothole is, so I would hope that this is to be included in any remedial work that gets discussed.

In my opinion, the car park itself is not too bad at the moment. The real problem is that pothole on the driveway leading up to it that it is now so wide that it is impossible to avoid in a car. Personally, I'm not really affected by it too much but I am aware that some cars with a lower wheelbase have been scraped and had their exhausts knocked as a result of it.

I'm not sure whose responsibility it is to maintain it, but if it is the PC's, then I would really hate for them to be liable for any compensation claims in the future, particularly as you say that finances are so tight now. I just wonder if it may be worth doing something of a temporary nature until a permanent solution can be found?

7. Placement of War Memorial Graves Sign Email received from GGPCC:

At the PCC meeting on 7 December 2020 Rob Chignell reported on his meeting with Mike Capps about the placement of the War Graves sign. They had failed to come to a satisfactory conclusion as the PCC did not wish the War Graves sign to be placed either on the metal post outside the churchyard or on the support for the church noticeboard. It was then suggested that the placement of a post next to the right-hand edge of the noticeboard such that the War Graves sign just shows over the top of the wall might be a possible solution.

Suggested Locations:



15. Planning

PARISH COUNCIL CONSULTATION – APPLICATION REF. 21/00264/HHFUL

Raise existing garage roof to 1.5 storey to form an office. Loft conversion to provide additional bedroom and en-suite bathroom

38 Winchfield Great Gransden Sandy SG19 3AN

<http://publicaccess.huntingdonshire.gov.uk/online-applications/>

Great Gransden Cemetery Fees

1. Exclusive Right of Burial for 99 years

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|--|--------|
| a. Purchase of one grave space for exclusive right of burial
in an earthen grave size 2.750 (9'0") x 1.400 (4'6") | £70.00 |
| b. Purchase of one grave space for exclusive right of burial
cremated remains in a earthen grave
size 2.750 (9'0") x 1.400 (4'6") | £70.00 |
| c. in an earthen grave size 610 (2'0") x 610 (2'0") | £30.00 |

2. Interment

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| a. of the body of a still born child or a child whose age at
death did not exceed one month | £25.00 |
| b. of the body of a person more than one month old | £42.00 |
| c. of cremated remains | £33.00 |

3. Monuments and Monumental Inscriptions

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|---|--------|
| a. Headstone not exceeding 1.100 (3'6") height or a tablet
not exceeding 760 (2'6") square | £42.00 |
| b. Tablet in the area for cremated remains not exceeding
610 (2'0") square | £27.00 |
| c. An additional inscription | £21.00 |

All the above charges are to be increased by 100% (i.e. doubled) for persons who resided outside the Parish of Great Gransden at the time of their death.

All graves carry exclusive rights which may be purchased in advance.

99 years after the interment, ownership reverts to the Parish Council.

In this cemetery there are no double burials (one on top of an earlier burial).

4. Search Fees

Fee for searching registers and taking extracts:	minimum charge £15
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plus £15.00 per hour of clerk's time engaged over 1 hour

Other Charges

Contribution to 'Roundabout' costs = £130.00

This was increased to £130.00 in 2020. Previously, this was increased in 2016 from £100 to £125. In 2013 it was increased from £50 to £100 and for 4 years prior to this had remained at £50.

Churchyard Maintenance Payments - Presently £1,600 for the old churchyard and £130 for the old chapel graveyard.

Churchyard – There was an increase in 2019 from £1,500 to £1,600. Prior to this, there was an increase made in 2016 from £1,400 to £1,500 and before that in 2013 from £1,300 to £1,400.

Old Chapel Graveyard – There was an increase from £120 to £130 in 2019. Prior to this, there was an increase made in 2016 from £110 to £120 with the previous increase being in 2013 from £100 to £110.

Pay for Gardeners

Maintenance for the Garden of Remembrance is carried out by Mr & Mrs McIntosh at £15 per hour. (A grant left to the PC covers this cost)

Grass cutting is carried out by The Mower Shed on a fixed rate basis - £120 per cut for the cemetery, councillors having accepted this quote for 2021. For 2020 the cost was £115 per cut and in 2019 £110 per cut.