

Clerk's Report

Monday 7th December 2020

2. Apologies To receive apologies for absence

3. Declarations of Interest

4. Minutes. To approve the minutes from the meeting held on 2nd November 2020.

6. Matters Arising

1. Neighbourhood Plan – report and update from Councillor Pett

2. Little Gransden Airfield and Gliding Club – report by Councillor Ginn

3. Change of date for Clerks Payment – The date of payments was agreed at 28th of each month. However, on the advice of HMRC, the payment date must be amended to the 6th of the month to align with the existing pay structures and to ensure that NI contributions and tax liabilities are not adversely affected.

4. Reading Room Cottage – Update from Councillor King

5. Sand Road Development – Enforcement Officer updates in relation to FFL levels (1) and also, S278 offsite works (2). Emails received from Andrea Dollard, HDC Enforcement Officer below. Further updates will be provided by 18th December 2020.

(1)By way of update on the FFL. Myself and team leader Alison Twyford conducted a site visit to the development on Thursday 19th November 2020. We inspected the levels with regard to the FFL of the houses that have been erected so far. In order to check if FFL are as they are supposed to be we need to have the results of a survey. This has been completed by Hayfield and I have been informed that the levels are to plan. I have requested the official written report in relation to this for scrutiny.

(2)By way of an update on the S278 offsite works. I have been informed that road space along with streetlight disconnection/reconnection at the bottom of Sand Road is booked in for W/C 7/12. Once this is completed the final part of the off-site works can be done.

7. Tree Survey The last tree survey was undertaken in March 2018 by OMC Associates. As OMC Associates already hold the relevant maps and locations, they have been asked to quote again for completion of the survey. One additional tree has been added (Oak Tree – Little Lane). Quotation for survey £505 ex VAT with extra tree tags charged at 0.79p each. Full quotation sent via email (1st Dec 2020). Councillors to approve quotation and criteria for report.

8. New Sign for Playground Car Park A request has been received from the new caretaker at the Reading Rooms for a sign to be fixed onto the metal railings to the right of the car park entrance displaying the times at which the gate will be locked. A quotation has been

obtained from Algar Signcraft for a sign similar to the one recently purchased (No balls. No dogs etc)

To supply 1no. 3mm thick Dibond sign 600 x 300mm ref. THIS CAR PARK etc. complete with channelling on the back and fixings for a metal gate

At £128.00 + VAT



(Suggested Location)

9. Clerks Financial Statement for November and Budget Review.

10. Payments for Approval. These have been sent previously and include automated payments.

11. Review of Clerks Core Hours

12. Precept for 2021/22 Councillors to consider and approve the budget for 2021/22.

13. Consultations

1. Cambridgeshire & Peterborough Minerals & Waste Local Plan. Proposed main modifications consultation (4th Nov – 15th December 2020)

2. Combined Authority Draft Budget 2020/21 (The consultation will close on 31st December 2020 and the Combined Authority Board will be provided with feedback on the consultation process at their meeting on 27th January 2021).

14. Dates for Next Years Meetings The following dates are suggested:

Jan 4; Feb 1; March 1; April 5; April 22 for Annual Parish Meeting; May 3; June 7; July 5; Aug 2; Sept 6; Oct 4; Nov 1; Dec 6.

15. Highways Any repairs or maintenance needed.

16. Correspondence.

1. CIL Funding – *Email previously sent 26th Nov 2020.* Closing date for next round is 14th Dec 2020. However, the option is available to apply again at the start of the financial year 21/22.

2. Highways Events Diary – Councillors to note. *Email sent 26th Nov 2020.*

For information, details of all highways events can be found at:

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-events/>

3. Census 2021 – The census will go ahead as planned in March 2021. Councillors to consider census engagement methods. *Email sent 26th November.*

4. Citizens Advice Rural Cambs – Donation Request received. Truncated email below (*full version and supporting papers sent to Councillors 26th Nov 2020*)

'The Charity's Annual Review for 2019-20 is attached with the covering email, which shows the demand for service remains high and that there is an ever-increasing complexity of issues, which cover diverse areas, such as debt and universal credit. With the introduction of the further 4-week lockdown, the demand for independent advice and help will inevitably put a further strain on our resources. However, core funding received from the Fenland and Huntingdonshire District Councils remains static for the financial year.

'...We are writing to all Parish/Town Councils served by our organisation to ask if they will consider using their Statutory Power under Section 142 of the Local Government Act 1972 to donate towards the cost of operating our service'.

5. Letter from Councillor Mark Goldsack regarding 'This Land'. Councillors to note letter received. (*sent via email 1st Dec 2020*)

6. Greater Cambridgeshire Partnership – Notification of Agenda published for the Executive Board Virtual Meeting (10th December) Cambourne to Cambridge.

17. Planning.

At the time of publishing the agenda, there were no planning applications requiring comment.

18. Next Meeting .

Monday 4th January 2021 at 7:30 pm is suggested.

Please note, any items for inclusion on January's agenda must be received by 27th December 2020.