

Meeting on 3rd June 2019

Clerk's report to councillors

2. Apologies for Absence – to receive apologies for absence.

4. To approve the minutes of the meeting on 13th May 2019 – copy previously provided.

6. Matters Arising: Councillors to provide reports as listed on the agenda.

7. Policies. Councillors to review the Safeguarding, Archiving, Health and Safety and Equal Opportunity policies together with the Model Standing Orders and Financial Regulations.

8. Risk Assessment. Following inspection of the council's assets, councillors to consider the risk assessment schedules and to consider any action required as a result.

9. Reading Room Cottage. To consider the renewal of the buildings' insurance. The renewal premium is £430.39 an increase of £16.38 on last year's premium of £414.01 and includes a mutual bonus saving of £87.23.

The sum insured is now £324,731 up from £311,972 and the declared value up from £271,280 to £282,375 (increased by indexation).

Employers Liability Insurance is included with the Parish Council insurance, as confirmed by the Council's new insurers.

10. Audit of our Accounts for y/e 31st March 2019. The annual governance statement was approved at April's meeting. The accounts for 2018/19 to be approved.

12. Clerk's Financial Statement – will be available before the meeting.

13. Cheques for Approval – will be available before the meeting.

14. Bowls Club Rent Review. Under the terms of the lease dated 24th November 2010, if the Landlord so requires the basic rent (presently a peppercorn rent of £1 pa), is reviewed with effect from 1st September 2013 and thereafter with effect from 1st September in every third year of the lease period (the review date). To exercise the option to review the basic rent, the Landlord shall give notice (review notice) to the Tenant no more than 6 months before the review date.

15. Highways.

A resident has raised the maintenance of the mini-roundabout in Church Street. This was being tendered by local residents who agreed to do so in April 2012.

Highways England Designated Funds – any applications to be made for local projects?

16. Correspondence. Relevant available information is reported below:

16.1 Adoption of Local Plan. Adoption of HLP2036 will be available to view between the following dates:

Start date: 17/05/19 16:35

End date: 31/12/19 16:00

Please select the following link to view this event:

http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/adoption/adoption_of_hlp2036

16.2. Training. Clerks and Councillors Annual Conference Day on Friday, 28th June 2019, cost £50.

16.3. Subsidised Activities. Letter from HDC, One Leisure Active Lifestyles Team:

Dear Sir/Madam

RE: Let's Get Moving Cambridgeshire

I am writing from the One Leisure Active Lifestyles Team at Huntingdonshire District Council. We currently run a scheme called 'Let's Get Moving Cambridgeshire' and I am the Huntingdonshire coordinator. Our aim is to improve the health of the Cambridgeshire population, specifically by increasing levels of physical activity. With this in mind, I am writing to see whether you would be interested in any of the activities we can offer.

We have been running a very successful 'RightStart' programme (see leaflet enclosed) for many years as well as a popular sports development programme. With funding from Cambridgeshire County Council for the Let's Get Moving programme, we are lucky enough to be able to provide subsidised sessions in the community for a period of time.

The RightStart classes that we run are graded and include:-

- Chair based exercises (RightStart 1 & 2)
- Falls prevention Class (RightStart 3)
- Circuits with aerobics to increase flexibility, strength and stamina (Right Start 5)

We run a range of activities within our sports development programme, with potential suitable sports being: boccia, new age kurling, table tennis, short tennis, and table football/cricket etc. We also run walking sports in football and netball (depending on space availability) – see leaflet enclosed.

We currently have partnerships working really well with some care homes and parish councils in Huntingdonshire, and hope to expand this.

The activities listed above would be targeted at adults and older adults with daytime activities. I would be more than happy to discuss any of the above options with you and to run a free taster session in order to give the participants a chance to see what the session would involve. We could then ascertain whether there would be a desire for a session.

I hope that this is something that you might be interested in and I very much look forward to hearing back from you soon.

Yours faithfully



Hannah Postlethwaite
Let's Get Moving Coordinator

16.4. Rural Affordable Housing. Invitation from Cambs Acre on Wednesday 3 July 2019, from 10.00am – 2.30pm, Bluntisham Village Hall:

During Rural Housing Week 2019, Cambridgeshire ACRE will be running its annual 'Mythbuster Tour'. The event is aimed at Parish, Town and District Councillors with an interest in how affordable housing can support and sustain the vibrancy of their community. Our guided coach tour will start and finish at Bluntisham Village Hall and take in a number of local rural exception sites. The event will include:

- Introductory welcome and presentation from Mark Deas, Rural Housing Enabler at Cambridgeshire ACRE, and a representative from Huntingdonshire District Council.
- Tour of local rural exception sites along the Huntingdonshire - South Cambridgeshire border with opportunities to stop off and look around schemes.
- The chance to discuss the schemes and broader rural affordable housing issues with senior staff from District Councils and local housing associations.
- Lunch at Willingham's Ploughman Hall halfway through the Tour.

To book: Please note that there are **only 25 places available** on the coach, so places are limited to **one per Parish Council**.

16.5. Street Light Energy for Parish Council. Email from CCC:

“Earlier this year, Cambridgeshire County Council’s Highways and Community Infrastructure Committee approved the withdrawal of services for managing street lighting energy for District and Parish Council street lights from October 2019.

Link to Highways and Community Infrastructure Committee meeting 12th March 2019.

https://cambridgeshire.cmis.uk.com/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/786/Committee/7/Default.aspx

We are now working with UK Power Networks (the electricity network owner for Cambridgeshire) to put a plan in place to manage the handover of the energy payments from us to the individual District and Parish Councils. We will be in contact again once the handover process has been agreed so that we can share it with you. We will also provide detailed guidance on how the transfer of energy payments can be arranged and how to go about appointing an energy supplier if you do not currently have one.

Please also be assured that the street lighting team will be available to provide support and guidance to help you at every stage of the process.”

16.6. CCC Street Lighting Attachment Policy - email from Cambridgeshire County Council:

“We are writing to let you know that Cambridgeshire County Council has introduced a new [street lighting attachment policy](#) on 1 April 2019.

The new Policy is covered in the Highways Operational Standards and was approved by members of the Highways and Community Infrastructure Committee on 12 March.

As of 1 April, if you would like to attach any item to a County Council street light (such as a hanging basket, festive lighting, advertising banners, CCTV cameras or public transport information, etc), you will need to apply for an attachment licence online.

You can apply for a 12-month license for temporary/seasonal attachments or a 5-year licence for permanent attachments.

The Council aims to grant permission for each application but as a responsible authority, we have a duty of care to ensure any attachment placed on the adopted public highway is safe and appropriate. We would recommend that applicants read the policy carefully and supply all the requested information in line with the online form, which can be found on the following link: <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/streetlighting/>

Fees will be applied to applications to cover the required administration and technical checks, these costs will be confirmed after the submission of the application. Fees will be charged to commercial organisations only, and the following criteria will be applied:

- Charity – That are 100% not for profit (a charity name and registration number is required).
- Community – That are free to citizens and have a benefit to the local community, they may have a commercial element.

- Commercial – Any organisation that charges fees and generates an income for its organisation regardless of any charity element.

We are at your disposal to offer support and guidance to help you with the new process and transition.”

16.7. VE Day 75th Celebrations – email from Capalc:

“I have pleasure in attaching the letter outlining the celebrations being planned for the 75th Anniversary of VE Day on 8th through to the 10th May next year, and if you go to the VE Day 75 website - www.veday75.org you will be able to find out more, along with seeing the message from Sue Baxter, Chairman of the National Association of Local Councils, encouraging Town and Parish Councils to take part in this important anniversary, especially as many of the men and women involved in WW II, came from the Towns and Parishes of England, so this anniversary provides the perfect opportunity for local communities to pay ‘tribute’ to those at home and abroad that gave so much to ensure we all enjoy the freedom we have today.

From the attached letter and the website, you will see the official VE Day 75 Charity is - SSAFA, the Armed Forces Charity, who supports the three Services and the Merchant Navy”

16.8. Connecting Cambridgeshire – email from CCC:

“Cambridgeshire County Council has announced plans this week to extend the Connecting Cambridgeshire superfast broadband rollout to 5,300 more homes and businesses in harder to reach rural areas of Cambridgeshire and Peterborough. The Connecting Cambridgeshire superfast rollout has already reached over 97% of the county and is on track to achieve over 99% coverage in the next two years.

Openreach won a competitive procurement process to deliver the Phase 4 rollout contract and will use the latest Fibre to the Premises (FTTP) technology, capable of speeds of up to 1Gbps (Gigabit per second), which is future proof and more reliable. The work will be funded partly by over £10m gainshare - generated by higher take-up of faster broadband in the early stages of the programme - together with grants from the Government’s Rural Broadband Infrastructure fund and the European Union.

- A press release and a new short film about FTTP, featuring a local broadband champion, can be viewed on the [Connecting Cambridgeshire website](#).
- The [Connecting Cambridgeshire Brief for May 2019](#) (attached) gives an overview of the wider programme, including updates on plans to improve mobile and public access Wifi coverage, expand the full fibre footprint and trial Smart initiatives.
- Connecting Cambridgeshire has also produced a [quick guide](#) to help Members respond to queries about broadband, mobile or Wifi coverage.

If you have a query, please contact the Connecting Cambridgeshire team by email: Connecting.Cambridgeshire@cambridgeshire.gov.uk or call 01223 703293.

Kind regards

Connecting Cambridgeshire team”