

GREAT GRANSDEN PARISH COUNCIL
Minutes of the Parish Meeting held on 14th May 2018

Those present were:

Andrew Pett Chairman

Giles Scott Vice Chairman

Diane Taylor Clerk

Jeff Gorton Parish Councillor

District Councillor Richard West and County Councillor Julie Wisson

Peter King Parish Councillor

Nigel Day Parish Councillor

Nick Ginn Parish Councillor

1. The meeting was opened at 7.30 pm with a silent prayer

2. Election of Chairman. It was proposed by Jeff Gorton, seconded by Nick Ginn and carried unanimously that **Andrew Pett** be elected chairman. Andrew Pett signed the appropriate Declaration of Acceptance of Office and took the chair. Councillors also signed the Declaration of Acceptance of Office forms. It was agreed that Michael Capps sign the Acceptance of Office at the next meeting on 4th June. The chairman welcomed the new members to the Parish Council.

3. Apologies. Apologies were received from Parish Councillor Michael Capps.

4. Declarations of Interest. There were no declarations of interest.

5. Election of Officers. The duties and responsibilities of the officers' roles was outlined by the chairman.

1. Vice Chairman. It was proposed by Andrew Pett, seconded by Nick Ginn and carried unanimously that **Giles Scott** be elected vice chairman. The remaining officer elections were taken en bloc. It was proposed by Andrew Pett, seconded by Nigel Day and carried unanimously that the following officers be elected:-

2. **Jeff Gorton** elected **Cemetery Manager**.

3. **Andrew Pett** elected **Playing Field Manager**.

4. **Peter King** elected to the **Reading Room Management Committee**.

5. **Michael Capps** elected representative to the **Gransden Society**.

6. **Nick Ginn** elected **Sportsfield Representative**.

7. **Michael Capps** appointed **Tree Warden**.

8. **Nick Ginn** elected representative to the **Little Gransden Airfield Consultative Committee** and also to the **Gliding Club Consultative Committee**.

9. **Nigel Day** elected **Communications Officer**.

6. Minutes of the previous monthly meeting held on 9th April 2018, which had been circulated, were approved and accordingly signed by the chairman. The minutes of the Annual Parish Meeting held on 26th April 2018 were approved for recommendation to the next year's Annual Parish Meeting and initialled by the chairman.

7. OPEN FORUM. The meeting was closed for two minutes. Councillor Julie Wisson reported on the business case being looked at to move from Shire Hall, whether to sell or lease the premises or acquire new premises and the costs involved. Another option being explored is moving county council meetings around the county. She also put forward the suggestion to carry out a co-ordinated speed watch session involving the nearby villages. Councillor Richard West congratulated members on their election to the Parish Council. As a district councillor, he will be involved less with panels allowing him to work more in the villages. He was congratulated on his re-election to the District Council.

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8. Matters Arising: 8.1. Risk Assessment. The paper work for an inspection of Parish Council property had been prepared and circulated to councillors. It was agreed to carry out the inspection later in the year.

8.2. Neighbourhood Development Plan. Andrew Pett gave a progress report. There will be a stall at the Church fete to promote the plan and merchandise has been purchased in support of the launch. It was agreed that Nigel Day should join the committee as a second parish council representative. Cambridgeshire Acre will shortly be sending out the Housing Needs Survey letters.

8.3. 40MPH Buffer Zone. The public notice advertising the introduction of the new 40mph zone had been published. Councillors agreed the proposed buffer zone along Meadow Road noting that the length of the zone included at least a 100m straight section which will allow speed watch checks to be carried out.

8.4. Little Gransden Airfield and Gliding Club. Nick Ginn reported on the meetings he had attended on 11th April. He had provided the Gliding Club with feedback on the objections raised to the planning application to vary a number of conditions. All Parish Councils consulted had objected. He had also sought clarification on gliders flying over the village and been advised by Richard Brickwood, chairman of the club, that a glider shall not fly over any congested area below 1,000 feet and aerobatics are prohibited over congested urban areas. There are recommended towing routes but there is some variance.

9. Parish Council Insurance 2018/19. The renewal quote from Zurich had been circulated. This year's premium is £2,065.57, up 7.3%. This is due to a 3% increase in the sums assured as well as the insurance cost for the new Sand Road light. It was agreed to adjust the street light sum assured to reflect the number of standard lamps (15) owned by the Parish Council. The cover for the projector will also be clarified to ensure the sum assured includes the screen. It was proposed by Jeff Gorton, seconded by Giles Scott and carried unanimously that the policy with Zurich for £2,065.57 is renewed.

10. Financial Statement for April 2018. The sheet filed as Appendix No. 1 had been circulated. The statement was unanimously approved and signed by the chairman. Councillors also noted the budget review as at the end of April 2018.

11. Cheques for approval. The following payments were approved:

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| Proposed Andrew Pett, seconded Jeff Gorton. | |
| Buchans Landscapes for sportsfield grass cutting (April) | £245.40 |
| DP Garden Works for cemetery grass cutting (April) | £200.00 |
| Clerk's salary for April 2018 | £490.85 |
| Clerk's office expenses for April | £3.35 |
| Robert & Margie McIntosh for Garden of Remembrance | £7.50 |
| Zurich Insurance for PC insurance 2018/19 | £2,065.57 |
| OMC Associates for arboricultural survey and safety report | £768.15 |
| Total Merchandise for publicity pens (Neighbourhood Development Plan) | £252.00 |
| Pathway Incentives Limited for promotional merchandise (NDP) | £207.27 |

12. Audit of our Accounts for Year Ending 31st March 2018. The accounts for audit had been circulated to all councillors. The accounts were unanimously approved and the accounting statements in section 2 of the Annual Return signed by the chairman (proposed Giles Scott, seconded Peter King).

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13. Parish Council Website. Councillors agreed to transfer ownership of the domain name to Nigel Day and the clerk. There is the option of having several email addresses, one for each councillor, which may be appropriate given the new data protection regulations. Nigel Day will arrange the transfer of ownership.

14. Payscales. Councillors accepted the national pay scales for the year commencing 1st April 2018 confirming clerk's pay at spinal column point 24 (proposed Jeff Gorton, seconded Peter King).

15. General Data Protection Regulations (GDPR). Peter King was appointed Data Protection Officer (DPO). The action plan checklist will be carried out to ensure compliance with the new regulations. Councillors also agreed, at a cost of £50 pa, to subscribe to Capalc's county wide scheme providing support when a breach is suspected.

16. Highways. The broken gate by College Barn has yet to be repaired and will be reported again. The owners of properties with overhanging hedges in West Street will be asked to cut them back, as the overhang is causing difficulties for pedestrians walking on the footpath. There is a sinking manhole cover in Meadow Road which will be reported. The drain in Fox Street has already been reported. Concern was raised about water down Mill Road, there being no ditch adjacent to the windmill, with the water puddling at the bottom of the road if the culvert is blocked. This will be looked into.

17. CORRESPONDENCE. 17.1. During grass cutting at the cemetery, a headstone had accidentally been broken. The limestone headstone is some 26 years old and the quote obtained by the owner indicates it is beyond repair. Councillors agreed the quote should be passed onto the contractor responsible to submit to his insurers.

17.2. There are 2 vacancies on the Parish Council. Councillors agreed to put a notice in Roundabout advertising the vacancies to be filled by co-option. Although one resident had put himself forward councillors agreed to consider the matter at the June meeting to allow sufficient opportunity for other residents to apply.

17.3. Councillors agreed that the Village Directory should be updated.

17.4. Councillors agreed to renew the Capalc membership for 2018/19 at a cost of £291.69.

17.5. Two quotes had been obtained for a replacement wooden window and door along with further quotes for uPVC replacements. Councillors unanimously agreed to accept the lower quote for wooden replacements subject to the cost of installation. A planning application will be made for listed building consent.

17.6. Letter from HDC advising that following the sale of the Crown & Cushion public house, the property has now been removed from the District Council's list of Assets of Community Value. The pub is considered to be an asset to the village and a new application will be made to list it as an Asset of Community Value. Clerk to advise the new owners.

17.7. Councillors agreed to give Barneys Club permission to use the old tennis court for their fundraising event on 12th July for a coin snail.

17.8. Councillors agreed a budget of £150 for the purchase of a new printer. The existing printer is no longer working and is beyond economic repair (proposed Nigel Day, seconded Jeff Gorton).

18. Planning. 1. 18/00511/FUL extension to engineering work shop, Unit 7 Sand Road Industrial Estate. Jeff Gorton proposed 'Approval' on the ground that there is no reason in planning regulations to recommend anything than approval. Seconded by Andrew Pett and carried unanimously.

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Planning – continued:

2. 18/00528/FUL Erection of workshop building for industrial food machine engineering (Class B2) Sand House Sand Road. Councillors considered the height and scale of the workshop. Andrew Pett proposed ‘**Approval**’ on the ground that there is no reason in planning regulations to recommend anything than approval. Seconded by Nick Ginn and carried unanimously.

3. 18/00741/FUL Request to change the head unit (hub and blades) of the existing 5kW HY5 wind turbine at Ashfield with equivalent Britwind R9000 5kW wind turbine components, 64 Meadow Road. Councillors noted that the proposed head unit was no larger than the existing. Jeff Gorton proposed ‘**Approval**’ on the ground that there is no adverse change from the existing head unit. Seconded by Giles Scott and carried unanimously.

The Next Meeting has been arranged for Monday 4th June 2018

This meeting closed at 9.16pm.