

# PAPWORTH EVERARD PARISH COUNCIL

**Draft Minutes of the 745th meeting held on  
Wednesday 10<sup>th</sup> June 2015 at 7.30pm  
in the seminar room at Papworth Village Hall  
Ermine Street South**

**Present:** Paul Phillips, Chairman (PP), Bob Baker (BB), Tom Baker (TB),  
Chris Dawson, Paul Hicks (PH), Mark Honeywood (MLH),  
Chris Howlett (CH), Barry Hume (BH).

In attendance: Tess Rogers Clerk, Mandy Smith District Councillor (MS).

- 73/06-15 To receive and approve apologies for absence**  
None
- 74/06-15 To receive the 'Register Of Parish Members' Financial And Other Interests' forms from members.**  
Still awaiting the return of four.
- 75/06-15 Public Participation**  
No members of the public were in attendance
- 76/06-15 To confirm and approve the minutes of the meeting held on the 8<sup>th</sup> April 2015.**  
Following the amendments, discussed at the meeting held in May, having been handwritten into the minutes it was resolved to accept them as being a true record of the meeting.
- 77/06-15 To confirm and approve the minutes of the meeting held on the 13<sup>th</sup> May 2015.**  
An amendment was made by hand to item 59/05-16 following which it was resolved to accept the minutes as a true reflection of the meeting.
- 78/06-15 To approve the co option of a previous member to the parish council.**  
Christopher Dawson, wished to re join the council via co option. It was resolved to accept his application therefore he was co opted back onto the parish council.
- 79/06-15 Review of the Council's and/or employees' memberships of other bodies.**  
This matter was deferred to the next meeting.
- 80/06-15 Actions Report**  
To confirm the status of any action points following the Annual Council Meeting held on the 13<sup>th</sup> May.  
All action points had received the appropriate attention.
- 81/06-15 Matters arising or carried forward from the last or previous meeting**  
81/06-15.1 65/05-01 To confirm the routes mapped by the allotments association on the plan received from Bidwells, for the alternative positioning of the water supply pipe to the allotments. This is then to be returned to Bidwells.  
It was resolved to forward the plan to Bidwells requesting that they ignore the route leading via Farm Road as this has been discussed and rejected in the past.

- 81/06-15.1 68/05-15.10 to confirm a date for a meeting regarding yellow lines to be placed along Ermine Street South.  
The Parish council is concerned about the placement of yellow lines until the result of the effects of the additional car parks provided by Papworth hospital are known. PH is currently in liaison with Andrew Selby at the hospital with regard to this.
- 81/06-15.2 68/05-15.7 To consider a proposal received from the planning committee to appoint a transport consultant to assess the development of 240 homes at Ridgeway.  
CH was asked to obtain quotes for this service and return these to the next meeting.
- 82/06-15**      **Matters for information only**
- 82/06-15.1 A letter of thanks received from Magpas for the donation of £200 recently sent.  
Noted
- 82/06-15.2 A letter of thanks received from Cambridgeshire Shrievalty Trust or the donation of £200 recently sent.  
Noted.
- 82/06-15.3 An e mail of thanks received from Cambridgeshire Relate for the donation of £200 recently sent.  
Noted
- 82/06-15.4 A letter received from the Chief Executive Officer of the Papworth Trust regarding the recently held Annual Parish Meeting.  
A letter of apology for not attending the meeting had been received. This was noted.
- 83/06-15**      **To receive reports from County and District Councillors**
- 83/06-15.1 To receive verbal reports from district and county councillors  
MS reported that Cambridge County Council was facilitating a time banking scheme. It was resolved to include this in the next edition of the News & Views. Should there be enough interest shown the parish council would consider its involvement at a future meeting.  
MS tabled a map of the areas within the village for which CCC is responsible for mowing the grass. She asked that any complaints regarding this service should be forwarded to her.  
PH asked MS to report on any progress regarding the installation of a footpath/cycle path leading from Papworth to the franchises at the Caxton gibbet. MS said that no funding was available for the project. PH said that a feasibility study has been undertaken and asked MS what was funded and upon what basis and what would be needed to get the project moving? MS will investigate and report back to a future meeting.  
MS said that an inspector would visit with regard to the paths that have been damaged by the installation of superfast broadband throughout various areas of the village. She advised that the annual local highways initiative programme is due to start in July whereby local councils are invited to submit applications for funding towards local highway improvement projects towards which they themselves are prepared to pay 10% of the cost.
- 84/06-15**      **Parish Council Matters**
- 84/06-15.1 To receive a report from the Village Hall committee following the meeting held on the 19<sup>th</sup> May 2015.

- CH reported that the quote from Borney for the village hall signage had been approved by the committee and the proofs were awaited. Information regarding the village hall becoming a licensed amenity is being looked into. A repeater had been fitted into the main hall to enable broadband access to be available to hall hirers. Concern was expressed over the security of the parish council's system if this is allowed. More information regarding this will be brought back to the next meeting.
- 84/06-15.2 To receive a report from the Planning committee following the meeting held on the 2<sup>nd</sup> of June 2015.  
CH reported that the planning committee had discussed the discharge of conditions S/1691/14 and had made a response.  
The committee had recommended refusal of the redrawn plans for the entrance to the Summersfield development which show 3 houses instead of 6 along with the larger apartment block with 20 apartments. S/1060/15/FL.  
The committee had recommended approval of the application to demolish a straw barn and erect an educational centre S/0883/15/FL
- 84/06-15.3 To receive a report from the Amenities committee following the meeting held on the 8<sup>th</sup> June.  
MLH reported that a possible candidate to undertake the paddling pool maintenance during the school summer holidays had forwarded his CV and that a quote for £2000 had been received from Wicksteed Playgrounds for the repair of the rocking horse in the play area.
- 84/06-15.4 To receive a report from the finance committee following the meeting held on the 9<sup>th</sup> June 2015 to include a recommendation from that committee to resolve to approve the Annual Return for the year ending 31<sup>st</sup> March 2015.  
It was resolved to accept the finance committee's recommendation to approve the Annual Return. The internal auditor had completed the audit and completed section 4 of the return. His written report will follow in due course.  
The committee had reviewed the cashbook to date, along with the S106 account and expenditure incurred on the village hall renovation project.  
Further projects towards which S106 monies may be put include a pavilion on the playing field, consideration of the purchase of a property currently for sale in the village and renovation of the rocking horse in the play area.
- 84/06-15.5 To consider a request received from the tennis club to extend its facilities to incorporate a training court for junior players onto the grassed area between the tennis courts and Conservatory car park. Although this land is not included within the playing fields lease, the Varrier Jones Foundation (VJF) informed the tennis club that they should approach the Parish Council in the first instance, as they are the Parish Council's tenants.  
Following a discussion it was resolved to respond to the tennis club that it is not within the parish council's powers to grant this request as the area of land in question is not included within the lease for the playing field. The VJF (land owner) has approached the parish council with a proposal for an alternative use for this plot of land.
- 84/06-15.6 To consider the response received from the Varrier Jones Foundation to the letter sent by the clerk in response to that received from Mr Timothy Lawson. To date no reply had been received. However an e mail had been received from the VJF asking the parish council to consider 3 proposals for alternative parking arrangements to those quoted in the playing fields lease. Before the parish council can respond in full to the e mail a full response to the clerk's letter is required
- 84/06-15.7 To review the standing orders.  
Deferred to a future meeting.

84/06-15.8 The old estate office is for sale, would the parish council be interested in purchasing it.  
It was agreed that CH would arrange a viewing of the office. Those members available would attend and report back to the next meeting regarding condition etc.

84/06-15.9 To receive a report from the interview panel following the recent interviews held for the village hall caretaker role.  
One interview was held on the 3<sup>rd</sup> June, one candidate failed to attend. The position has been offered to and accepted by Michelle Valderama who will commence her employment on the 29<sup>th</sup> June 2015.

**85/06-15. Correspondence and Communications**  
**To receive general correspondence and agree any responses and actions**

No items for discussion.

**86/06-15 Finance and Procedure**

86/06-15.1 To retrospectively approve any payments made since the last meeting.  
The following payments were retrospectively approved for payment:-

CS Catering	124.72	S106
Relate	200.00	Donations
Paul Phillips (APM)	27.88	Expenses
Agrovista	421.51	Playing fields

86/06-15.2 To approve accounts for payment as at the 8<sup>th</sup> June 2015.  
The following payments were retrospectively approved for payment:-

CAPALC	509.11	Expenses
Post office (HMRC period 2)	504.82	Remuneration
VJF changing rooms insurance	143.17	Playing Fields
David Calver repeater	34.86	Village hall
Foster Horticulture	438.00	Cemetery
Foster Horticulture	246.00	Amenities
Bob Empson	118.85	Playing Fields
Papworth Tennis Club	48.15	Amenities
T J Evers interim cert 14	236.40	VAT
TJ Evers interim cert 14	1182.00	S106
Salaries	1791.74	Remuneration
Wicksteed Leisure	54.00	Amenities
SCDC Rates Village Hall June	612.00	Village hall
SCDC rates changing room June	53.00	Playing Fields
SCDC Bins at playing field	88.14	Amenities

86/06-15.3 To consider and decide upon a request for a donation received from the Friends of Pendragon Primary School.  
It was resolved to donate £600.00 to be used towards the cost of tablets for the school.

**87/06-15 Matters for future discussion**

87/06-15 Website – the regular updating of. CD to obtain information.

87/06-15.2 All paperwork should be made available to councillors in advance of the meetings.

**88/06-15 Date of next meeting(s)**

Amenities Committee	20.07.2015
Village Hall Committee	21.07.2015
Planning Committee	TBC
Finance Committee	08.09.2015
Parish Council Meeting	09.09.2015
Cemetery Committee	09.09.2015
Playing Fields Committee	25.08.2015
HR Committee	TBC

Close of meeting.  
The meeting closed at 20.45.

Signed:  
Chairman

Date: