

# PAPWORTH EVERARD PARISH COUNCIL

**Minutes of the 743<sup>rd</sup> Meeting of the Papworth Everard Parish  
held on  
Wednesday 8<sup>th</sup> April at 7.30pm  
in the seminar room at the village hall  
Ermine Street South**

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

**In Attendance:** Tess Rogers, clerk, Mandy Smith, County Councillor

**41/03-15 To receive and approve apologies for absence**  
Paul Phillips

**42/04-15 To receive any declaration of pecuniary interests from members**  
**None voiced**

**43/04-15 Public Participation**  
**No members of the public were in attendance.**

**44/04-15 To approve the minutes of the meeting held on the 11<sup>th</sup> March 2015**  
**It was resolved to accept the minutes as being a true record of the meeting.**

**45/04-15 Actions Report**  
To confirm the status of any action points following the meeting held on the 11 March 2015.  
Both points on the report had been actioned and appear later in this agenda.

**46/04-15 Matters arising or carried forward from the last or previous meeting**  
46/04-15.1 33/03-15.1 To receive a report from the working party meeting held to progress a water supply to the allotments.  
TB reported that a discussion had taken place regarding the possibility of connecting a supply to that leading from South Park Drive. Martin Spooner of the allotments association is to arrange for Cambridge Water to visit the site and also to discuss with the allotments association possibly making a contribution towards installing the water meter. The parish council will wait for Mr Spooner to make contact.

46/04-15.2 36/03-15.6 To receive any responses received to date from the organisations invited to attend the Annual parish meeting.  
The headmistress of Pendragon Primary School is unable to attend the meeting due to it taking place during the half term holiday. However she will endeavour to send a report.  
Vicky McDermott, Chief Executive Officer of the Papworth Trust will attend.  
No other responses have been received to date.  
At the January meeting it had been suggested that an interim meeting be held with Vicky McDermott to discuss how the Papworth Trust and Parish Council could work together to benefit the community.. The clerk has discussed this with Ms McDermott who responded that she would be willing to meet but

could only discuss matters relating to the Papworth Trust and would appreciate an agenda for such a meeting. The clerk will contact Ms McDermott to arrange a date for a meeting and explain the agenda items as discussed by the parish councillors. This meeting could take place after the Annual Parish Meeting.

**47/04-15 Matters for information only**

47/04-15.1 Minister urges billing authorities to pass on funding for local Council Tax support scheme to parishes.

Noted

47/04-15.2 Came & Co Spring Parish Matters

Noted

47/04-15.3 SCDC – March Parish E Bulletin

Noted

**48/04-15 To receive reports from County and District Councillors**

**48/04-15.1** MS reported that a meeting had been held prior to Christmas 2014 to discuss road adoptions. A review of the work given to developers to undertake before the County Council would adopt certain roads was undertaken at the meeting. Much of this work remains outstanding and a meeting between the parish council, South Cambs District Council and the County Council will be considered in order to progress with possible further adoptions.

PH enquired about new public bus services. MS responded that a community transport scheme is being considered but nothing has been put into place as yet.

RB enquired as to the possible new cycle path from the village to the Caxton Gibbet franchises. MS responded that at present, no money is available.

The parish council queried the progress of the recent feasibility study, MS undertook to investigate and report back.

**48/04-15 Parish Council Matters**

48/04-15.1 To receive a report from the Amenities committee following the meeting held on the 16<sup>th</sup> March 2015.

MLH reported that the conifers around the old tennis courts could not now be removed until September since the nesting season is now in force. The accepted contractor will re quote however would not expect to increase his original quote by much if at all. A working party is to be set up to remove the chain mesh fence from around the old courts, a skip will be hired for this purpose. It is felt that this will be free of charge if sufficient metal is being disposed of.

48/04-15.2 To receive a report from the Finance Committee meeting held on the 31<sup>st</sup> March 2015.

BB reported that it had been agreed to invite Michael Williamson to carry out the internal audit once again this year.

The committee had reviewed the income/expenditure spreadsheet, the clerk had been asked to clarify the position regarding the remuneration budget. The S106 account and monies spent on the village hall renovation were reviewed. BB read out a recommendation being made to the parish council for an addition to be made to the financial regulations:-

‘Whilst the village hall is under the control of the Parish Council, the RFO, will from time to time be responsible for collecting damage waiver deposits due prior to all, other than regular users, hirings of the hall.

These deposits are expected to be paid in cash and are returnable following the hire period as long as the hall has sustained no damage and is left in a

tidy state. Therefore upon collection of such a deposit the RFO will issue a receipt. Upon the return of the deposit to the hirer, the hirer will sign a receipt, to be kept by the RFO, confirming that the deposit has been repaid. This may not be in full if damage has occurred or if the event over ran and additional hire charges are due. Should such instances occur a further invoice will be raised to cover the shortfall in the repaid deposit amount.' It was resolved to approve this recommendation therefore the clerk will include the above into the regulations

48/04-15.3 Report from the chair of the village Hall Committee  
CH reported that the recently appointed caretaker had, four days before his commencement date, contacted the council to decline the appointment due to personal reasons. This will be discussed at the next village hall committee meeting and a way forward decided upon. The current keyholders will continue to unlock and lock the hall but are unable to undertake the additional work involved within the role. A policy regarding the hall hire fees will be considered at the next village hall meeting.

48/04-15.4 Update from the public consultation regarding the possible Bloor Homes development, held at the village hall on the 28<sup>th</sup> March. To include consideration to be given to a proposal to provide a budget for planning advice relating to this proposed development.  
CH reported that our perception is that a large majority of those attending objected to the development from those attending the consultation. South Cambs District Council (SCDC) need to consider a land supply for the necessary number of houses required. The current infrastructure within the village cannot sustain a development of this size. CH said the planning committee will express the parish council's concerns but it is a large development and we are a small voice. It was agreed that there would be no benefit in employing a planning consultant as the parish council could not afford to fight the larger companies. It is hoped that if SCDC object to the development it will not go ahead.

48/04-15.5 Assessment from the local Highways Department regarding the consequences of the 'bollard' exercise along Ermine Street South and to consider a proposal for the implementation of single yellow lines in this area. The clerk will contact the local Highways department for an assessment. However they did say that until the hospital has sorted out the parking issues no consideration would be given to yellow lines being places at any point along Ermine Street South. The hospital will not be taking on more parking space on the Frederick Smart site at Stirling Way. However it is thought that the old shop site will be used. A new site on the business park has been pinpointed, this is to be investigated. If yellow lines are implemented it will be difficult to move these once the hospital moves to Cambridge.

48/04-15.6 Society of Local Council Clerks – Regional Conference Kettering 19.08.2015  
Confirmation required for the clerk to attend the above conference at a cost of £69.00 plus travelling expenses.  
It was resolved that the clerk should attend the conference.

**49/04-15. Correspondence and Communications**  
**To receive general correspondence and agree any responses and actions.**

49/04-15.1 Cambridgeshire Community Fair – would any councillor like to attend?  
No councillor expressed an interest in attending the event.

49/04-15.2 Ombudsman – extending to larger local councils, do we wish to make a comment.  
As this has no bearing on this council no comment will be made.

**50/04-15 Finance and Procedure**

50/04-15.1 To retrospectively approve any payments made since the last meeting.  
It was resolved to approve the following retrospectively:-

Magpas	200.00	2439	S137
Bobby Scheme	200.00	2440	S137
Data Protection Renewal*	35.00	DD	Expenses

50/04-15.2 To approve accounts for payment as at the 8<sup>th</sup> April 2015.  
It was resolved to approve the following:-

Adams Cook & Pearce	715.00	2440	Village Hall
Dramclean	432.00	2441	Village Hall
VJF	60.00	2442	Amenities
VJF	1.00	2442	Playing Field
T J Evers	11337.80	2443	VAT
T J Evers	56689.00	22014	S106
Titan Containers	54.00	2444	Expenses
Post Office (HMRC period 12)	571.53	2445	Renumeration
PDS Services	26.88	2446	Village Hall
Madingley Mulch	143.20	2447	Playing Field
VJF Village Hall Rent	300.00	2448	Village Hall
Pendrill Publications April	350.00	2449	Newsletter
NSALG	66.00	2450	Expenses
Facilitate Management (PAT testing)	42.00	2451	Expenses
CCVS	60.00	2452	Expenses
Tess Rogers	88.12	2453	Village Hall
Tess Rogers	16.97	2453	Expenses
Cambs Water (village hall 01.01.15 to 31.03.15)	116.33	DD	Village Hall
Tess Rogers April Sal	1534.04	2456	Renumeration
Clare Taylor	102.60	2455	Renumeration
Peter Tidman	130.00	2454	Renumeration
SCDC one off cardboard collection 29.01.15	45.00	2457	Village Hall
SCDC April rates Changing rooms	51.20	DD	Playing Field

**51/04-15 Matters for future discussion**

At this point RB informed the meeting that he would not be standing again in the forth coming elections as he will be retiring in the near future and spending much of the time out of the country. BB thanked him for his input and commitment during his time as councillor.  
There were no matters raised for future discussion.

**52/04-15 Date of next meeting(s)**

The next meeting will be the Annual General meeting to be held on the 13<sup>th</sup> May 2015.

Close of meeting

The meeting was closed at 21.25

Signed:  
Chairman

Date;

Minutes of the PEPC meeting  
held on the 8<sup>th</sup> April.2015.