

## PAPWORTH EVERARD PARISH COUNCIL

### MINUTES OF THE 718<sup>th</sup> MEETING OF PAPWORTH EVERARD PARISH COUNCIL

HELD ON WEDNESDAY 13<sup>TH</sup> MARCH 2013

7.30PM

AT THE PARISH COUNCIL OFFICE, UPPER PENDRILL COURT, ERMINE ST. NORTH

**PRESENT:** Bob Baker (BB), Roy Burley (RB), Chris Dawson (CD), Chris Howlett (CH), Barry Hume (BH), Chris Meakin (CM), Paul Phillips, Chairman (PP),

**IN ATTENDANCE:** Mandy Smith, County Councillor (MS), Nick Wright, District Councillor (NW), Tess Rogers, Clerk (TR)

**34/03/13 To receive and approve apologies for absence**

Paul Hicks

**35/03/13 Declaration of Pecuniary Interests**

None

**36/03/13 To confirm and approve the minutes of the meeting held on the 13<sup>th</sup> February 2013.**

PP noted that his initials had been incorrectly recorded, once this was amended it was resolved to accept the minutes as a true record of the meeting.

**37/03/13 Actions Report**

The clerk will report on the progress of items for action resulting from the last meeting.

All actions had been undertaken except for item 37/03-13.3 regarding the extension to the bowls pavilion which has been delegated to the playing fields committee and will be discussed at the meeting to be held on the 26<sup>th</sup> March.

**38/03/13 Matters arising or carried forward from the last or previous meeting**

38/03/13.1 To consider a proposal put forward by PP that the Parish Council funds the provision of a purpose built meeting place for the youth club, that could initially house the regular users of the village hall during its renovation. CH seconded this proposal whereby it was resolved to delegate further investigation and the gathering of quotes to the amenities committee.

38/03/13.2 To consider any further correspondence received from the Allotments Association regarding the supply of water to the allotments (should this be available).

The clerk had again contacted John Cooper to request the information he had collated in order to contact Cambridge Water for a quotation. As this information had not as yet been received the matter will be deferred to a future meeting.

**39/03/13 Matters for information only**

39/03/13.1 The remains of the cedar tree previously lying in the meadow beside the church has been sold for firewood.

The clerk reported that she had received £50.00 for the wood.

39/03/13.2 There will be an information evening, promoting the opening of a new youth club, in the village hall on Friday 22<sup>nd</sup> March.

Flyers promoting the evening had been circulated to every household along with the March issue of the News&Views.

At this point although not on the agenda the chairman acknowledged the presence of the local PCSO who gave a brief report on the crimes recently reported as having happened in the village and the clamp down on anti social driving occurring particularly on the by pass.

#### **40/03/13 To receive reports from County and District Councillors**

To receive verbal reports from district and county councillors

40/03/13.1 MS reported that:

- i) The list of grit bins as supplied by the clerk is currently being investigated.
- ii) It has been reported that paint has been sprayed on hedges, bus shelters etc along Ermine Street. The Highways department will clear any paint actually on the road, South Cambs District Council (SCDC) should be notified of paint in other areas.
- iii) RB mentioned the pothole beside the speed cushion near the shops and the cushions themselves that are breaking down. MS said these should be reported to the Highways department.

40/03/13.2 NW reported that:

- i) The hotel at Caxton Gibbet will be demolished and replaced by outlets for the Macdonalds, Costa Coffee and Subway chains. The actual gibbet itself will remain.
- ii) With regard to the long term strategy meeting the A428 is considered a district priority.
- iii) The possibility of a cycle way connecting St Neots/Papworth/Cambourne and Cambridge is being considered. (this being a long term project within the strategy to 2031).
- iv) SCDC is increasing the council tax for 2013/14 by £5.00 per annum on a band D property.

#### **41/03/13 Parish Council Matters**

41/03/13.1 To receive a verbal report from the planning committee following the meeting held on the 5<sup>th</sup> March 2013.

CH reported that the planning committee had approved a conservatory at 16 Varrier Jones Drive. There is to be an additional planning meeting on the 19<sup>th</sup> March to discuss the next phase of the Summersfield development.

CM reported that within the Cambridgeshire Future Transport Strategy Papworth will lose 2 services, 1 to Huntingdon and 1 to Cambridge.

CH briefly mentioned the meeting between Allia, Learig and the Parish Council which took place on the 6<sup>th</sup> March saying that the outline proposal had changed since the meeting held with the planning committee.

NW reported that SCDC was in the process of introducing the Community Infrastructure Levy, to replace the current S106 agreements. Therefore a parish council which has a Neighbourhood Plan in place will receive 25% of the levy, those without will receive 15%.

41/03/13.2 To receive a verbal report from the amenities committee following the meeting held on the 18<sup>th</sup> February 2013 to include:

- i) A recommendation to undertake necessary repairs to the paddling pool. Three quotations had been received, CM proposed that the quotation received from Martin Stone be accepted and that £5000 be made available from the Parish Council reserves for this purpose, CD seconded this, all were in favour therefore a resolution was passed to this effect.
- ii) A recommendation to undertake the replacement of 6 bus shelters. CM proposed a sum of £35,135.00 be made available to undertake this project, CH seconded this and all agreed therefore a resolution was passed to this effect.
- iii) CM reported that two new litter bins had been purchased to replace that at the Barons Way shelter and that on the west side of Ermine Street that had a large burn hole in one side. The clerk will liaise with a local handyman to have these sited.

- 41/03/13.3 To receive a verbal report from the cemetery committee following the meeting held prior to this – 13<sup>th</sup> March 2013.  
There was nothing new to report.
- 41/03/13.4 CM/CH/BB to convey the outcome of their informal meeting, held on the 7<sup>th</sup> March, with the Varrier Jones Trustees.  
CM reported that it had been beneficial to establish a dialogue with the trustees. This was an informal meeting therefore no minutes were taken.
- 41/03/13.5 To consider the responses received from parishioners following the recent village hall renovation exhibition held.  
CM reported that there had been 37 responses received from which he had extracted all the data into a separate document which will be available to view on the Parish Council website.
- 41/03/13.6 To consider a proposal put forward by PP/CM that the Parish Council contracts Purcell as the architect responsible for the village hall renovation project.  
This proposal was seconded by BH and agreed unanimously therefore a resolution was passed to this effect.
- 41/03/13.7 A resolution is required to instruct the architects to proceed with the first stage of the village hall renovation project once the village hall committee has decided on the preferred design option.  
PP made a proposal to this effect, seconded by BH and agreed unanimously, therefore a resolution was passed to this effect.
- 41/03/13.8 A resolution is to be made to undertake the necessary work to separate the supply of electricity and water to the changing rooms from that of the Conservatory.  
BH proposed this, seconded by RB and agreed unanimously, therefore a resolution was passed to this effect. The playing fields committee will oversee the project.
- 41/03/13.9 To consider the recommendations regarding staff salaries, pension rights and councillor training to be made by the HR committee following the meeting held on the 27<sup>th</sup> February.

At this point TR and MS left the meeting while discussions took place after which they returned to the meeting.

Resolutions were passed that the pay increases for the clerk to scale point 27 and assistant clerk to point 19 of the National Joint Council Scale LC1 and part LC2 be approved, that a bonus be awarded to the clerk for extra duties undertaken through the year and that the Parish Council will pay into a pension scheme for all staff, the type of pension and percentage of pay to be determined at a later date.

- 41/03/13.10 To discuss topics for inclusion within the Annual Parish Meeting to be held on the 22<sup>nd</sup> May 2013.  
To be included will be the village hall renovation along with the usual reports from community groups to include the school and the hospital and the progress of the Church Lane development project. Flyers advertising the meeting will be circulated around the village.

## **42/03/13 Correspondence and Communications**

### **To receive general correspondence and agree any responses and actions**

- 42/03/13.1 A Call For Evidence – research survey being undertaken for DEFRA should any councillor be interested in taking part.  
Noted.
- 42/03/13.2 Voices From The Village of Hope – project update Feb 2013  
Noted, CH and BH will attend the forthcoming project update meeting.

**43/03/13 Publications**  
 43/03/13.1 Clerks & Councils Direct March 2013

**44/03/13 Finance and Procedure**  
 44/03/13.1 To approve accounts for payment as at 13.03.2013.  
 The following payments were presented for consideration.

Payments for approval		Budget Heading	Cheque No
Nene Business Services (VAT Advice)	156.00	Expenses	1948
Young Lives	48.00	Youth Provision	1949
Leeds Day (re David Pitts)	79.20	Expenses	1950
Fineturf - S Hutton (Playing field)	1320.00	Play Field	1951
Foster Horticulture (Churchyard)	216.00	Cemetery	1952
A Rowland (Litter picker)	130.00	Amenities	1953
Glasdon	538.32	Amenities	1954
Purcell	1389.00	Village Hall S106	1955
C Meakin Expenses	36.30	Village Hall S106	1956
VJF (village hall rent 01.04.13 to 30.09.13)	300.00	Village Hall	1957
Tess Rogers Expenses	33.29	Expenses	1958
D Rhodes	260.00	Village Hall	1959
D Rhodes	16.00	Amenities	1959
Tess Rogers Month 12 amended	1209.41	Remuneration	1960
Clare Taylor Month 12 amended	94.20	Remuneration	1961
Clare Taylor Expenses	1.54	Expenses	1961
VJF Office rent 01.04.13-30.06.13	2160.00	Office	DD
Pendrill Publications	350.00	Newsletter	1962
Pendrill Publications	108.00	Youth Provision	1962
SCDC Village Hall Eurobin	22.40	Village Hall	DD
SCDC Conservatory Eurobin	11.96	Amenities	DD

A resolution was made that the above be paid.

**45/03/13 Matters for future consideration**  
 None at this time.

**46/03/13 Date of next meeting(s)**

Playing fields	26.03.2013
Amenities committee	18.03.2013
Parish Council Meeting	10.04.2013
Planning Committee	02.04.2013
Cemetery Committee	13.03.2013
HR Committee	03.04.2013
Finance Committee	20.03.2013

**47/03/13 Close of meeting**  
 The meeting closed at 20.45.

Signed: .....

Date: .....