

**Draft Minutes of the 723rd Meeting of the Papworth Everard Parish Council
held on
Wednesday 14th August at 7.30pm
in the offices at Upper Pendrill Court, Ermine Street North**

PRESENT: Chris Meakin, Chairman (CM), Bob Baker (BB), Roy Burley (RB), Chris Dawson (CD), Mark Honeywood (MH), Chris Howlett (CH), Barry Hume (BH), Paul Hicks (PH)

IN ATTENDANCE: Tess Rogers, Clerk (TR)

109/08-13 To receive and approve apologies for absence
Paul Phillips, Nick Wright, Mandy Smith

110/08-13 Declaration of Pecuniary Interests
None declared

111/08-13 To confirm and approve the minutes of the meeting of 10th July 2013.
It was resolved to accept the minutes as being a true record of the meeting

112/08-13 Parish Council Matters

112/08-13.1 Following the Varrier Jones Foundation (VJF) Trustee's property meeting held on the 15th July whereby an alternative siting for a youth building was suggested, a decision is required. Would the parish council consider this or prefer to pursue a siting within the boundaries of the playing field?

CM proposed that the parish council agree to investigate the feasibility of a timber building on the playing field adjacent to the tennis courts which will house a sports pavilion and a youth club with toilets and a kitchen to serve both. CD seconded the proposal, all agreed, therefore a resolution was made to this effect. The clerk will convey this decision to Clare Sale at Bidwells. RB volunteered to speak to an architect and get an initial plan drawn up. The clerk will ask the playing fields committee to liaise with the sports clubs to agree with a final plan layout should this decision reach fruition.

112/08-13.2 To agree to accept the additional fees being levied on the parish council, by the VJF's legal representatives, for their acceptance of the alterations necessary to the village hall as part of the renovation project.
It was also noted that scaffolding would need to be erected in the road at the back of the hall therefore permission for this would need to be included in the licence for the alterations or in an accompanying letter. It was resolved to accept the fees. However the funds will be taken from the parish council's general reserves as they were not included in the budget for the hall's renovation.

CM reminded the council that the lease for the parish council office expires as of the 31st March 2014; the village hall would not be ready for occupation until at least July 2014 therefore a decision is necessary regarding premises for the office so business could continue. RB proposed that an approach is made to the VJF for an extension to the existing lease of a period of 5 months. BH seconded the proposal and all agreed therefore a resolution was made that the clerk will approach Bidwells to this effect.

112/08-13.3 To consider the response received from Bidwells regarding the water supply to the allotments and furthermore any advice received from Cambridge Water.

The clerk had circulated the response received from Bidwells prior to the meeting and has since arranged a meeting with Cambridge Water at the allotment site on the 19th August. The meeting will be attended by the clerk and Councillor Howlett, John Cooper of Cooper Construction will also be invited to attend. Following that meeting the clerk will report any findings back to the council.

- 112/08-13.3 To consider the recent application received for the position of parish councillor, a decision is required regarding co-option.
The applicant was unable to attend the meeting to speak in support of the application therefore this matter was deferred to the next meeting.

113/08-13 Finance and Procedure

- 113/08-13.1 To approve accounts for payment as at 14th August 2013.
The accounts were presented as follows:

Pendrill Publications	350.00	Newsletter
Littlethorpe (bus shelters)	38352.00	S106
Broker Network (insurance of portals)	25.00	Insurance
Young Lives (membership renewal)	30.00	Youth provision
Chris Meakin (padlocks for loos)	12.00	Amenities
Elm Leisure (pool consumables)	177.95	Amenities
Purcell	11911.86	S106
Eyre Building (pool electrics)	793.31	Amenities
Espo (stationary)	59.88	Expenses
Foster Horticulture	432.00	Cemetery
Foster Horticulture	240.00	Amenities
Bidwells (re planning village hall)	300.00	S106
Regent Construction	2580.00	S106
Sue Britt (stand in litter picker)	45.00	Amenities
A Rowland (litter picker)	100.00	Amenities
John Peal	25.00	Amenities
John Peal	125.00	Amenities
John Peal	154.00	Cemetery
Latta Hire	412.80	Amenities
Bidwells	2710.56	S106
Bob Empson	58.68	Playing Field
Tess Rogers (expenses)	90.27	Amenities
Tess Rogers (expenses)	3.00	Expenses
Tess Rogers (expenses)	69.98	Cemetery
Tess Rogers Month 5	1268.11	Remuneration
Clare Taylor Month 5	92.50	Remuneration
HMRC period 4	431.16	Remuneration
BT Office	65.76	Village hall
BT Village office	85.62	Expenses
E-on village hall	478.46	Village hall
SCDC Eurobin village hall	24.48	Village hall
SCDC Eurobin Conservatory	11.09	Amenities
SCDC sports Club August	50.00	Playing Fields
SCDC Rates office August	305.00	Office
SCDC Rates Village Hall August	531.00	village hall

It was resolved to approve the above for payment.

113/08-13.2 To consider a request received from the church warden of St Peter's Church, for a donation towards their toilet project.
CM proposed that a donation of £1000.00 be made towards this project, RB seconded this. A vote was taken, there were three abstentions therefore the vote was carried.

113/08-13.3 To review and agree the signatories for the accounts held at the Santander bank these being the S106 account and the G S account.
Prior to the meeting the clerk had drafted a letter to the bank instructing it to remove the previous clerk's name from the list of contacts for the accounts. The bank had previously been given this instruction in May 2010. It is hoped the letter will negate the need for the current signatories to have, to once again, forward their proof of identity etc to the bank. It was agreed that the letter be sent and CH and BB signed it, both being signatories on the accounts.

114/08-13 Date of next meeting(s)

Planning Committee	03.09.2013
Parish Council Meeting	11.09.2013
Amenities Committee	16.09.2013
Finance Committee	18.09.2013
Cemetery Committee	09.10.2013
HR Committee	TBC

115/08-13 Close of meeting

The meeting was closed at 20.50

Signed:
Chairman

Date: