

PAPWORTH EVERARD PARISH COUNCIL

Draft minutes of the the 731st Meeting held on Wednesday 9th April 2014 at 7.30pm in the parish council meeting room Upper Pendrill Court Ermine Street North

Present: Chris Meakin, Chairman (CM), Bob Baker (BB), Roy Burley (RB), Paul Hicks (PH), Mark Honeywood (MLH), Chris Howlett (CH), Barry Hume (BH), Lindsey Munnerley Day (LMD), Paul Phillips (PP), Simon Warburton (SW).

In attendance: Nick Wright, district councillor (NW), Mark Howell, district councillor (MH), Tess Rogers, parish clerk.

40/04-14 To receive and approve apologies for absence
Chris Dawson, Mandy Smith

41/04-14 Declaration of Pecuniary Interests
Mark Howell, Papworth Trust

42/04-14 To confirm and approve the minutes of the meeting held on the 12th March 2014.
It was resolved to accept the minutes as a true record of the meeting.

43/04-14 Public Participation

44/04-14 Actions Report
To confirm the status of any action points following the last meeting.
44/04-14 Adoption of roads – still outstanding
44/04-14.2 Monitoring process regarding hospital personnel parking – still outstanding.
41/04-14.3 Quote still awaited for printing of chairman's report.
All other actions have been completed.

45/04-14 Matters arising or carried forward from the last or previous meeting
45/04-14.1 32/03-14 To receive an update on the youth club.
The clerk has clarified the meeting dates for the youth club, these being each Wednesday evening from the 23rd April to the 21st May 2014 inclusive. The venue is the Pendragon School community room between 18.15 and 19.30.

46/04-14 Matters for information only
46/04-14.1 Regarding the superfast broadband roll-out in South Cambridgeshire, two cabinets in Papworth Everard have gone live ahead of schedule. These cabinets have unexpectedly been brought forward at short notice because Openreach had to re-jig their schedule due to the bad weather over the winter.

46/04-14.2 Proposals to improve older people's healthcare and adult community services
A public consultation runs from 9 am on the 17th March to 5 pm on the 16th June visiting Papworth Everard on the 15th May at Disability Cambridge, Pendrill Court.

46/04-14.3 Summer draw tickets received from Magpas Helimedix

46/04-14.4 Cambridge Park and Ride – introduction of a charging regime.
All the above were noted.

47/04-13 To receive reports from County and District Councillors

To receive verbal reports from district and county councillors

47/04-13.1

NW reported:

- i) In response to RB's question regarding CIL versus S106 and the need for a neighbourhood plan, there is little new development planned within Papworth outside of that already allowed for in the Local Plan, therefore considered it would not be financially beneficial to proceed with the production of a neighbourhood plan. CIL is only applicable for residential builds, supermarkets being the exception. Any S106 agreements already in place in draft form will not be affected.
- ii) When questioned if the district council would serve an order on the owners of an area of unkempt, vacant land, responded that it would be unwilling to do so.
- iii) That there is no legal requirement for there to be a fire station in the village.
- iv) There is an issue concerning an oak tree, standing near to Buckingham Court apparently causing the flats there to subside slightly. The insurance company is threatening to sue the owners of the land if the tree is not cut down. It is unknown who owns the land upon which the tree stands. However this is the builders responsibility as they should have ensured appropriate measures were put in place to prevent the tree's roots causing damage at the time of building.

47/04-13.2

MH reported:

- i) The new company, South Cambs Homes, is buying houses on behalf of the district council. These are rented out at current market rates and any profit made can be used towards any council service. Rent made from existing 'council' houses can only be used within the housing service.
- ii) The collection of 'green' waste is being cut back to once a month during the winter months, this will save on services as often during this time green bins are found to be empty upon collection.

48/04-14 Parish Council Matters

48/04-14.1

To receive a report from the Planning committee following the meeting held on the 1st April 2014.

CH reported:

- i) There have been two new applications
 - a) S/067/14/VC. Proposal: Application for removal of condition 3 of planning permission S/0752/09/F to allow hot food preparation in the premises for collection by or sold at the premises for consumption elsewhere by, visiting members of the public. Location: 12A Stirling Way. Recommendation: Refusal, with comments.
 - b) C/11/17/078/06 Tree works at 72 North Lodge Drive. Recommendation: Approval.
- ii) That developers in the village are not adhering to unilateral undertakings.
NW requested that CH send him a list of such undertakings and he will assist with ensuring the developers adhere to these.

48/04-14.2

To receive a report from the Amenities committee following the meeting held on the 17th March 2014.

CM reported:

- i) A meeting will be held at the Caxton Gibbet on the 16th April to discuss the proposed cycle path.

- ii) CH is meeting with a second contractor on the 11th April to receive a quote for the work necessary to supply water to the allotments. Currently there is a delay to the letter of easement while Bidwells respond to the trustees regarding the 10% maintenance charge to the existing pipe, to be levied on the parish council.
- iii) There are various aspects of maintenance work to be undertaken on items of equipment in the play area including necessary tree works.
- iv) A new litter picker has been appointed.
- v) The committee is awaiting three quotes for renovation works to the old tennis courts.

MH left the meeting at this point – 20.10

48/04-14.3 To receive a report from the Finance committee following the meeting held on the 19th March and to consider any recommendations made by the committee.

CM reported:

- i) Anticipated spend at year end 82.73% of budget
- ii) Reports of S106 expenditure and spend on the village hall project had been circulated.
- iii) It was agreed that only items costing over £100.00 should appear on the assets register.
- iv) It was agreed to pursue the outstanding debt owed by a regular hirer of the hall.
- v) The heaters from the hall have been sold.

48/04-14.4 To receive a report from the Village Hall committee following the meeting held on the 2nd April.

CM reported:

- i) That discussions are continuing regarding equipment needed. A skeleton list will be started and added to over time.
- ii) The performance licence – now a premises licence - is still in force and does not need renewing.
- iii) The sound attenuation system has been removed from the hall for future use, if it meets the necessary specification.
- iv) A company had visited the hall to give advice and to provide a quote for the stage lighting and curtaining.

48/04-14.5 To receive an update on the village hall renovation project.

CM reported that the renovation is going well. It has been identified that some lintels need replacing. The roof of the old boiler house is the worst structural area but overall the structure of the hall is within 80% of what the professional team had hoped.

48/04-14.6 To approve Paul Hicks as a member of the village hall committee.

This was agreed.

48/04-14.7 To approve Lindsay Munnerley Day as a member of the amenities committee.

This was agreed.

48/04-14.8 To approve the parish council joining Cambridge Council for Voluntary Services as an associate member.

This was agreed.

48/04-14.9 To agree to the clerk attending the Society of Local Council Clerks annual regional conference being held at the Peterborough Marriott in the 30th April. Approval was given.

48/04-14.10 To consider any arrangements necessary for the Annual Parish Meeting to be held on the 28th May in the Studio. To include acceptance of the quotation for the printing of the Chairman's report.

It was resolved to follow the same procedure as in previous years. The head teacher of the primary school is unable to attend so the chairman of the Friends of the School will be invited. A representative of the hospital will be asked to attend.

The chairman's report will be printed off as before and copies made available at the meeting.

NW left the meeting at this point – 20.30

49/04-14. Correspondence and Communications
To receive general correspondence and agree any responses and actions

- 49/04-14.1 Cambridge County Council – Grass cutting – Public Rights of Way
It was agreed that there was nothing to report back to the County Council regarding the cutting of public rights of way within the village.
- 49/04-14.2 To consider a request for a donation received from the Ladybird Boat.
This was refused.
- 49/04-14.3 To consider an e mail received from the chairman of the Blasters junior football club regarding the provision of a defibrillator for use by the sports clubs and on the playing field.
It was agreed that this matter be passed to the playing fields committee for further investigation
- 49/04-14.4 To consider a request for a donation towards the Summer Reading Challenge made by Cambridgeshire libraries.
It was resolved that a donation of £200.00 will be made.
- 49/04-14.5 To consider a request for a donation towards funding the Rendevous holiday club run for senior citizens 19th to the 22nd August.
It was resolved that a donation of £100.00 will be made.
- 49/04-14.6 Invite to join a Rural Sounding Board
Request made for a parish councillor to be Papworth's representative on the board.
It was resolved to decline this invitation.

50/04-14 Finance and Procedure

- 50/04-14.1 To retrospectively approve any payments made since the last meeting.
None had been made.
- 50/04-14.2 To approve accounts for payment as at the 9th April 2014.
The following accounts were presented for payment.

Post office (HMRC month 12 2013/14)	440.78	Remuneration
Berrycroft Stores	102.00	Playing Field
CCC Street Lighting April - Sept 2013	939.56	Amenities
Aitkins Sportsturf	119.76	Playing Field
PFB Construction	600.00	S106
NSALG membership renewal	66.00	Amenities
S Hutton (Fineturf)	1320.00	Playing Field
Purcell	3764.22	S106
Bob Empson	33.06	Playing Field
VJF (diff in Service & Maintenance fees 01.04 - 31.03.14)	278.50	Office
VJF forecast fees 01.04 to 30.06.14	1049.26	Office
VJF Village hall rent 01.04 to 30.09.2014	300.00	Village hall
TJ Evers interim certificate no 2	45512.40	S106
Eyre Building Service (heater in changing rooms)	279.78	S106

Titan Containers	54.00	S106
Pendragon Primary School (youth club hire of room)	75.00	Youth Provision
Borney Uk (signs for play area and play field)	594.00	Amenities
Pendrill Publication	350.00	Newsletter
Tess Rogers Expenses	1.89	Expenses
Tess Rogers Expenses	21.48	Playing Field
Bidwells	1919.40	S106
Salaries period 1	1512.38	Remuneration
Chris Howlett leads and memory stick for laptop	17.22	Office equipment
Cambs Water village hall 01.01.14 to 31.03.2014	52.05	Village hall
SCDC 360litre eurocontainer service	13.89	Playing Field
VJF office rent 01.04.14 to 30.06.2014	2160.00	Office
SCDC Office rates April	309.60	Office
SCDC Village hall rates April (hopefully to be reimbursed)	538.50	Village hall
SCDC Changing room rates April	50.29	Playing Field
CPRE membership renewal	36.00	Expenses

It was resolved to approve the accounts for payment.

50/04-14.3 To consider remaining as members of Campaign to Protect Rural England upon notification of a £7.00 increase in membership fees upon renewal this month.

It was resolved that the parish council should remain a member.

51/04-14 Public Bodies (Admission to Meetings) Act 1960

Resolved that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the press and public be excluded from the meeting.

52/04-14 To consider two matters relating to the Varrier Jones Foundation. (confidential)

52/04-14.1 The insurers of the Conservatory had expressed concern with regard to the safety of the building whilst empty with the electricity still live, therefore had insisted it be turned off. This has resulted in there being no power to the changing rooms at a crucial time for the football clubs, and their requirements for showers. The situation was discussed. However it was agreed that there was little prospect of the electricity being restored prior to the end of the current football season. It is hoped this situation can be resolved before the start of the next season commencing in August.

52/04/14.2 A discussion was held regarding the future provision of a sports hall/youth room on the playing field. In light of recent discussions held with the Varrier Jones Foundation it was resolved to indicate expressions of interest in two other possible sites which may be available to house these amenities in the future.

53/04-14 Matters for future discussion

None raised.

54/04-14 Date of next meeting(s)

Amenities Committee	22.04.2014
Planning Committee	06.05.2014
Finance Committee	14.05.2014
AGM	14.05.2014

Parish Council Meeting
Playing Fields Committee
Cemetery Committee
HR Committee

14.05.2014
27.05.2014
11.06.2014
TBA

Close of meeting
The meeting was closed at 21.15

Signed:
Chairman

Date: