

PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard, CB23 3RD

PARISH COUNCIL MEETING

Minutes of the 769th Meeting of the Parish Council held on Wednesday 11 October 2017 at 7.30pm in the Seminar Room at Papworth Village Hall

Present: Paul Phillips (PP), Paul Hicks (PH), Pete Cruse (PC), Mark Honeywood (MH), Chris Howlett (CH), Bob Baker (BB), Chris Dawson (CD), Paul Kidson (PK), Victoria Carter (VC) from 8.25pm

In Attendance: Sarah Cruse (SLC) Clerk, Cllr Mandy Smith (MS)

- 141/10-17 To receive and approve apologies for absence**
No apologies were received
- 142/10-17 To receive any declarations of pecuniary interests - None declared**
- 143/10-17 Public Participation**
Mr Martin Spooner was present at the meeting.
- 144/10-17 To confirm and approve the minutes of the Parish Council Meeting held on 13 September 2017.**
It was resolved to approve the minutes of the meeting on 13 September 2017 as a true record of the meeting. (Proposed PK, Seconded MH, Agreed All)
- 145/10-17 Actions Report**
Online banking has been set up. The first payments will be issued this month. All actions from the previous minutes have been addressed.
- 146/10-17 Matters for information**
None
- 147/10-17 To receive reports from County and District Councillors**
- MS Advised that the closing date for the Local Highways Initiative Grant is 15 October.
 - MS will forward details of the A14 Legacy Fund which can provide grants for community schemes.
 - MS queried whether the Village had been impacted by any road closures due to the A14 work. It was noted that there was an increase in traffic through the village and around the bypass. HGVs have also been travelling through the village. MS advised there had been some diversion route signage issues.
 - A meeting is scheduled for 16 October at 9.00am between MS and a representative from the County Council to look at how to secure the area at Kisby's End to prevent unauthorised occupation of the site. PK will attend on behalf of the Parish Council.
 - Changes are proposed to children's services will affect the Daisy Children's Centre. A petition is to be heard at the Council Meeting w/c 16 October. Other uses for the centre are being explored with the school and local community. PH requested MH confirm who in the local community were being consulted as there had been no engagement with the Parish Council.
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- 148/10-17 To discuss future plans for property**
The Chairman proposed this item be moved to the end of the Agenda (Proposed PP, Agreed All)

- 149/10-17 To authorise membership of the SLCC and annual subscription for the Clerk**
It was resolved to authorise membership and annual subscription to the SLCC for the Clerk at a cost of £169. (Proposed PP, Seconded PH, Agreed All)
- 150/10-17 To review and approve a proposal from the Amenities Committee for replacement of the Zip-Wire**
The recommended quote for the Amenities Committee for a replacement zip-wire was reviewed. PH proposed the funds should be taken from S106 monies. It was resolved to accept Quote 1 for a 21 metre wire from Creative Play and authorise of £8093.00+VAT from the S106 fund. (Proposed PH, Seconded CH, Agreed All)
- 151/10-17 To consider a proposal to replace to office printer with an A3 colour copier/printer**
PC presented cost comparisons for an A3 Colour printer for the Parish office. It was resolved to purchase an OKI MC853DNCT and stand at a cost of £1628.51 + VAT from the Administration Budget (Proposed PC, Seconded MH, Agreed All).
- 152/10-17 To authorise attendance of the Clerk and any Councillors at the Annual Parish Council Conference on 17 November at Burgess Hall, St Ives**
The Clerk will attend the Annual Conference on behalf of the Parish Council. (Proposed PP, Seconded PH, Agreed All)
- 153/10-17 To approve a request from the Planning Committee to request removal of street furniture on the North Lodge Drive roundabout**
It was resolved to approve the request for the Planning Committee to have street furniture removed on the North Lodge Drive Roundabout (Proposed PH, Seconded CH, Agreed All)
- 154/10-17 To consider whether the Parish Council will be willing to investigate providing water at the allotments**
Correspondence from 2015 was circulated for information, with previously suggested routes for pipework from South Park Drive or Stirling Way. Discussion was had regarding permissions required from the Landlords, lease conditions and advice received from Ian Dewar at CAPALC. The Parish Council must understand the full costs involved before pursuing further. The Allotments Association is to be requested to put together a written, costed proposal of their requirements and preferred solutions for consideration by the Parish Council prior to permissions being sought from the landlord. It was resolved to write to the Allotments Association to request a written proposal be submitted for consideration by the Parish Council. (Proposed PP, Seconded PC Agreed All) Martin Spooner left the meeting at 8.10pm
- 155/10-17 Parish Council Matters**
- 155/10-17.1 To receive a report from the Village Hall Committee held 19 September 2017
Bookings are slightly up on last year. Nothing further to report in addition to the published minutes
- 155/10-17.2 To receive a report from the Amenities Committee held 20 September 2017
Nothing to report in addition to the published minutes
- 155/10-17.3 To receive a report from the Playing Feld Committee held on 26 September 2017
The Shed is now fully alarmed with additional CCTV, The playing field is in good condition.
- 155/10-17.4 To receive a report from the Finance Committee held 27 September 2017
Nothing to report in addition to the published minutes
- 155/10-17.5 To receive a report from the Planning Committee meetings held 3 October 2017
Ridgeway - No application for an appeal against the refusal decision has yet been lodged with South Cambs District Council.
- 156/10-17 Update from the Police Panel meeting**
Meetings are now quarterly – the next is October 18th
Matters to be raised: Speeding, Anti-social behaviour – access to unoccupied buildings, parking
- 157/10-17 Correspondence and Communication**
- 157/10-17.1 To receive general correspondence and agree any necessary responses and actions
Letter – Dr Salamat-Zadeh re: Traffic Calming Measures
The Clerk will draft a response
- 157/10-17.2 Grants & Donations – Papworth Sling Library

Further information supplied was reviewed. To meet the criteria it must be proven that the set-up is constitutional. Further evidence is required.

157/10-17.3 To put forward suggested dates for a meeting with Andrew Selby, Papworth Hospital
Suggested dates were agreed. The Clerk will respond to Mr Selby.

158/10-17 Finance and Procedure

It was agreed to approve the following for settlement
(Proposed PC, Seconded CH, Agreed All)

Chq No	Payments for approval	Gross	Category
3042	CT Electrical - Hand Dryer / Lift Fuse	390.00	VH
3043	Advance Security - Replacement Fire Exit Sign	78.00	VH
3044	Varrier Jones Foundation - VH Rent 1/10/17-31/3/18	334.67	VH
3045	PDS Services	66.66	VH
3046	Newflame - Alarm System Test	216.00	VH
3047	Anglian Water - VH Sewerage Sept	21.28	VH
3048	Dr Roy Choudhury - VH Hire refund for 8/10	120.00	VH
3049	Herts & Cambs - VH Car Park Maint	167.00	VH
3049	Herts & Cambs - Grass Cutting	722.00	AM
3050	Came & Company - Insurance	7,320.04	Insurance
3051	ProLawnCare - Autumn Fertiliser	2,222.10	PF
3052	Latta Hire - Toilets 1-18 Sept	132.48	AM
102027	Jason Kirby - Hall Decoration	2,394.00	GEN RES
22020	Briar Security - Shed Security	4,107.00	S106
3053	Davina Honeywood (reimbursement - water test tubes)	22.37	AM
	Remuneration - SEPT - Bookings Clerk/Caretaker	1,545.25	VH
	Remuneration - SEPT - Clerk/Asst Clerk/Litter Picker	1,612.46	VH
3055	HMRC Payroll Tax SEPT	178.70	Remuneration
Date Paid	PAYMENTS MADE (Card)		
14/09/17	Post Office - Stamps	13.44	Admin
18/09/17	RJM Cleaning - VH Windows	60.00	VH
19/09/17	RJM Cleaning Services -Window Cleaning	60.00	VH
02/10/17	Amazon - Toner Cartridge for CT	29.73	VH
03/10/17	Madingley Mulch - Play Bark 6m3	497.10	AM
26/09/17	Madingley Mulch - Play Bark 13m3	1,077.05	AM
Due Date	DIRECT DEBITS		
11/10/17	Smart Pensions - SEPT	31.24	Remuneration
23/10/17	Cambridge Water	14.98	VH
12/10/17	Fuel Genie - SEPT	93.99	PF
13/09/17	Fuel Genie - AUG	135.41	PF
20/10/17	British Gas July-Sept	85.51	VH
	REGULAR MONTHLY OUTGOINGS		
02/10/2017	EDF Energy - VH Electricity	242.00	VH
02/10/2017	SCDC Trade Refuse VH	47.17	VH
02/10/2017	SCDC Trade Waste Playing Field	48.53	AM
02/10/2017	SCDC Rates VH	708.00	VH
15/10/2017	SCDC Rates Changing Rooms	51.00	PF
	TOTAL PAYMENTS	24,845.16	

VC arrived / MS left the meeting at 8.25

159/10-17 Matters for future discussion
Nothing Raised

CONFIDENTIAL Agenda item 148/10-17 was then discussed

Options regarding property at various locations in the village were discussed. It was resolved to continue investigation into these for discussion at the next Parish Council Meeting. Use of the £5000 fund (minute: 130/09-17) allocated from General Reserves for professional services to be used to appoint a Structural Engineer to conduct a survey. SLC to obtain quotes and to arrange the necessary survey.

160/10-17 Date of next meeting(s)

Amenities Committee	Wednesday 18 October 2017	7.30pm
Village Hall Committee	Tuesday 24 October 2017	7.30pm
HR Committee	Wednesday 25 October 2017	7.30pm
Planning Committee	Tuesday 7 November 2017	7.30pm
Parish Council	Wednesday 8 November 2017	7.30pm

The meeting closed at 9.05pm.

Signed: Date: