

# PAPWORTH EVERARD PARISH COUNCIL

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

## PARISH COUNCIL MEETING

### Minutes of the 775th Meeting of the Parish Council held on Wednesday 11 April 2018 at 7.30pm in the Seminar Room at Papworth Village Hall

**Present:** Paul Phillips (PP), Pete Cruse (PC), Mark Honeywood (MLH), Chris Howlett (CH), Paul Kidson (PK), Paul Hicks (PH), Chris Dawson (CD), Victoria Carter (VC),

**In Attendance:** Sarah Cruse (SLC) Clerk, Cllr Mandy Smith, Cllr Mark Howell (MH), Cllr Nick Wright (NW)

**49/04-18 To receive and approve apologies for absence**

Apologies were received and accepted from Bob Baker (BB)

**50/04-18 To receive any declarations of pecuniary interests – None declared**

**51/04-18 Public Participation**

No members of the public were present at the meeting

**52/04-18 To confirm and approve the minutes of the Parish Council Meeting held on 14 March 2018**

It was resolved to approve the minutes of the meeting held on 14 March 2018 as a true record of the meeting. (Proposed MLH, Seconded PC)

**53/04-18 Actions Report**

The account with Lyreco is in the process of being set up.

PC requires confirmation of each member's mobile telephone number in order to set up the WhatsApp group

**54/04-18 Matters for information**

54/04-18.1

To raise any issues relating to the village to be forwarded to the PCSO

Two people acting suspiciously and attempting to gain entry to the Village Hall whilst an event was in progress have been reported to the PCSO.

**55/04-18 To receive reports from County and District Councillors**

MS had nothing to report.

NW advised that the hospital is in the process of being sold – but was unable to give more detail at the current time.

The Local Plan is with the inspector – it is anticipated it will now be delivered by the autumn. CH raised an issue about the SCDC Planning Department regarding delays in posting documents to the Planning Portal and delays in responding to queries which has led to the Parish Council's Planning Committee not being able to comment on plans within the set timescale. NW advised that CH should raise any issues direct with him should the situation occur again.

MH advised that rubbish clearing has taken place on the public land around the bypass.

PK requested that MH provide details of the 2 day street cleaning course.

NW, MH and MS left the meeting at 8.00pm

**56/04-18 Parish Council Matters**

56/04-18.1

To receive a report from the Village Hall Committee held 20 March 2018

CH reported that Village Hall income for 2017/18 financial year had been slightly higher than for 2016/17.

- 56/04-18.2 To receive a report from the Amenities & Playing Fields Committee held 21 March 2018  
No further update from the published minutes.
- 56/04-18.3 To receive a report from the Finance and HR Committee meeting held on 28 March 2018  
No further update from the published minutes.
- 56/04-18.3 To receive a report from the Planning Committee held 10 April 2018  
Bloor have submitted an appeal against the Ridgeway decision. In addition they are also on the verge of submitting a revised scheme with 40 less houses for consideration

**57/04-18 Correspondence and Communication**

- 57/04-18.1 To consider a donation request from the Papworth Library Summer Reading Challenge  
It was resolved to make a donation of £250.00 to the Papworth Reading Challenge  
(Proposed MLH, Seconded PH, Agreed All)
- 57/04-18.2 To consider a request from the Papworth Fete Committee to support the 2018 event  
It was resolved to support the Village Fete by covering the cost of the Marquee Hire to the value of £870.00.  
(Proposed PC, Seconded CH, Agreed All)

**58/04-18 To approve membership renewal for Cambridgeshire ACRE**

It was resolved to renew membership of Cambridgeshire ACRE at a cost of £55.00  
(Proposed PK, Seconded PC, Agreed All)

**59/04-18 To review and approve a request from the Village Hall Committee for funds to make improvements to disabled access and parking in the Village Hall Car Park**

A recommendation from the Village Hall Committee and request for funds to undertake car park upgrades and improve disabled access was discussed.  
It was resolved to accept the recommendation and to allocate £12461.50 + VAT from General Reserves for the work to be carried out by Mead Construction.  
(Proposed CH, Seconded VC, Agreed All)

**60/04-18 To discuss the provision of CCTV at the Village Hall and consider quotes received**

Quotes were received from two of the three suppliers approached. The options were reviewed and discussed.  
It was resolved to accept the quote from Advance Security at £3180 + VAT with an additional camera required at an approximate cost of £300.00. It was further resolved to take the Bronze maintenance package for 1 year at £140.00 + VAT.  
(Proposed PC, Seconded PK, Agreed All)

**61/04-18 To consider installation of illuminated speed signs in the village**

Correspondence received regarding illuminated speed signs was discussed. It was agreed that two signs in the village would be a required. SLC to approach the County Council's Highways Department to check approval requirements and also to obtain 2 additional quotes for similar products. Further information to be brought before the Parish Council at a later date.

**62/04-18 To consider changing the date of the May Parish Council Meeting**

Following discussions it was agreed not to change the date of the May Meeting.

**There being no members of the public present the meeting continued with the confidential agenda item 63/04-18**

**63/04-18 Property Update**

An update was received on existing and new property matters. Recommendations made by the Property Committee Working Group were agreed upon (see separate confidential notes)

**64/04-18 Finance and Procedure**

The following accounts were approved for payment:  
(Proposed PC, Seconded PP, Agreed All)

Scheduled Payment Date	BACS Payments		
13/04/18	Salaries – Village Hall	1,248.51	VH
13/04/18	Salaries / TAX – Parish Council	2,190.70	Remuneration
13/04/18	RJM Cleaning Services - VH Windows	60.00	VH

13/04/18	Varrier Jones Foundation - VH Rent 1/4 - 30/9 2018	334.67	VH
13/04/18	Wave VH Sewerage Charge	21.61	VH
13/04/18	SCDC - Shed Rates	207.00	PF
13/04/18	CG Carpentry - VH AV Cupboard & door handles	432.00	VH
<b>Date Paid</b>	<b>PAYMENTS MADE (BACS &amp; Card)</b>		
29/03/18	Charlie Vince	4,628.40	AM/PF
29/03/18	NEWFLAME - Fire Alarm test	216.00	VH
29/03/18	Cambridgeshire ACRE - Model Contract	15.00	VH
29/03/18	CAPALC - Councillor Training (PC)	35.00	Admin
29/03/18	Advance Security - Replacement exit sign	264.00	VH
29/03/18	Advance Security - Call out - broken automatic door opener	96.00	VH
26/03/18	Agrovista (Lawn Sand)	70.56	PF
26/03/18	PPL/PRS - Licence	707.44	VH
09/04/18	Amazon - Toner for CT Printer	33.95	Admin
21/03/18	Lakeside Hire - Heras Fencing	212.57	AM
<b>Due Date / Paid Date</b>	<b>DIRECT DEBITS</b>		
09/04/18	Smart Pensions – MAR	34.90	Remuneration
22/03/18	Cambridge Water VH water supply Jan-Feb 2018	10.38	VH
23/04/18	Cambridge Water VH water supply Feb - Mar 2018	11.67	VH
23/04/18	O2 (VH Mobile)	18.00	VH
23/04/18	O2 (Imp Shed SIM)	18.00	PF
03/04/18	EDF Energy - VH Electricity	225.00	VH
03/04/18	SCDC Trade Refuse VH	49.37	VH
03/04/18	SCDC Trade Waste Playing Field	25.82	AM
03/04/18	SCDC VH Rates	857.05	VH
22/04/18	BT - Phone	153.08	Admin
20/04/18	BT – Broadband	150.00	Admin
12/04/18	Fuel Genie	44.91	PF
13/04/18	Opus Energy (VH GAS)	49.74	VH
	<b>TOTAL PAYMENTS</b>	<b>12,421.33</b>	

**65/04-18 Matters for future discussion**  
Broadband Upgrade  
Bob Baker – Retirement from the Parish Council

**66/04-18 Date of next meeting(s)**

Village Hall Committee	Tuesday 17 April 2018	7.30pm
Amenities & Playing Fields Cttee	Wednesday 18 April 2018	7.30pm
Planning Committee	Tuesday 1 May 2018	7.30pm
Parish Council & Annual Meeting	Wednesday 9 May 2018	7.30pm

The meeting closed at 9.35pm.

Signed: ..... Date: .....