

PAPWORTH EVERARD PARISH COUNCIL

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

PARISH COUNCIL MEETING

Minutes of the 778th Meeting of the Parish Council held on Wednesday 11 July 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), Victoria Carter (VC), Adam Honeywood (AH)

In Attendance: Sarah Cruse (SLC) Clerk

- 111/07-18 To receive and approve apologies for absence**
Apologies were received and approved from Cllr Mandy Smith (MS), Cllr Mark Howell (MH) and Chris Dawson (CD).
Absent: Paul Hicks (PH), Cllr Nick Wright (MW)
- 112/07-18 To receive any declarations of pecuniary interests – None declared**
- 113/07-18 Public Participation - No members of the public were present at the meeting**
- 114/07-18 To confirm and approve the minutes of the Parish Council Meeting held on 13 June 2018**
It was resolved to approve the minutes of the meeting held on 13 June 2018 as a true record of the meeting. (Proposed MLH, Seconded PC, Agreed All)
- 115/07-18 Actions Report**
All actions had received attention as necessary.
- 116/07-18 Matters for information**
Interest has been expressed in one of the vacancies for a Parish Councillor.
An application form and further information has been sent out to the interested party.
- 117/07-18 To receive reports from County and District Councillors**
No County or District Councillors were present at the meeting.
- 118/07-18 Parish Council Matters**
- 118/07-18.1 To receive a report from the Village Hall Committee held 19 June 2018
CH advised that a survey of the Building Management Systems had been undertaken and a quote for the necessary remedial work is awaited.
- 118/07-18.2 To receive a report from the Amenities & Playing Fields Committee held 20 June 2018
No further update from the published minutes.
- 118/07-18.3 To receive a report from the Finance and HR Committee held 27 June 2018
No further update from the published minutes.
- 118/07-18.4 To receive a report from the Planning Committee held 3 July 2018
PC has taken over from CH as Chairman of the Planning Committee.
There is no further update from the published minutes.
- 119/07-18 Police Panel Matters**
The police are fully aware of the illegal encampment on the playing field and the Clerk has been in regular contact with Sgt Michael Basford at Huntingdon Police Station, who is monitoring the situation.
There were no additional issues relating to the village to be forwarded to the PCSO
- 120/07-18 Correspondence and Communication**
- 120/07-18.1 To receive general correspondence and agree any necessary responses and actions
To consider a grant application from Sing Papworth

It was resolved to donate £130.00 to Sing Papworth for their Remembrance Day concert. (Proposed PP, Seconded PK, Agreed All)

- 120/07-18.2 To receive a response from Herts and Cambs regarding the grass maintenance contract.
The response received from Justin Willmott was discussed. The Clerk was requested to go back to Mr Willmott to query why grass cuttings were not being picked up.
- 121/07-18 To consider the purchase of radar speed detectors and to agree to submit a grant application from the Local Highways Initiative for funding**
Options for radar speed detectors were reviewed.
It was resolved to submit a request to the LHI for funding to provide 90% funding for 2 x Evolis Solar Powered Radar Speed signs at a cost of £1799 + VAT per unit.
(Proposed PP, Seconded PC, Agreed All)
The Clerk will submit a grant application by the 31 July deadline.
- 122/07-18 To consider a proposal from the Allotments Association and quotes received to provide a supply of water at the allotments**
A proposal to put a small slope with guttering and downpipes on top of the existing container to collect rain water was received from the Chairman of the Allotments Association. This was suggested as an alternative to the provision of a mains water connection discussed some time ago. Three quotes to undertake the work were also supplied.
It was resolved to accept the proposal as a solution to the provision of water at the allotments and to accept the quote of £735.00 to undertake the necessary work from CG Carpentry (to be taken from General Reserves)
(Proposed PP, Seconded VC, Agreed All)
- 123/07-18 To consider the purchase of Kurling equipment**
The existing Kurling group which meets in the Village Hall weekly is currently supported by Souths Cambs District Council. Their support, and use of their equipment will be coming to an end in the autumn now the group is established. A request to provide Kurling equipment to allow the group to continue was received from the co-ordinator at SCDC.
It was agreed that the equipment would be a good asset for the Parish Council to hold and to be available for use by other groups in the village hall.
It was resolved to purchase 3 x sets of Kurling equipment at a cost of £235.00 + VAT per set (To be funded from General Reserves)
(Proposed VC, Seconded CH, Agreed All)
- 124/07-18 To approve the additional expenditure required (AM Committee budget) to have the temporary toilets at the play area serviced twice weekly**
It was resolved to accept the quote of £30.00 + VAT to have the portable toilets serviced an additional time per week (to be funded from the Amenities budget)
(Proposed PC, Seconded VC, Agreed All)
- 125/07-18 To agree upon suitable date(s) to book a full day Councillor Training course**
A list of available dates to run a Councillor Training course were discussed. It was agreed to opt for Saturday 22 September or Saturday 10 November as suitable dates, pending availability of the trainer. MLH advised that he would not be able to attend training on a Saturday, so will need to attend a course at an alternative venue when suitable.
SLC to confirm availability of the trainer and book.
- 126/07-18 To consider a suitable way to mark the retirement of Glyn Cooksey**
Various ideas were discussed. PP agreed to speak with Mr Cooksey's wife.
- 127/07/18 To discuss and agree upon actions to be taken in relation to the illegal encampment of the playing field.**

- 127/07-18.1 To agree to authorise the necessary funds to deal with the removal of the illegal encampment on the playing field. Bailiff fees are estimated to be around £3600.00

although this may increase depending on how long they are required to be on site to effect the eviction of the travellers.

It was resolved to make available from General Reserves the sum of £20,000 to cover costs for Bailiffs fees, temporary hire of concrete blocks, any clean-up required and for the provision of a permanent solution for securing the field.

(Proposed VC, Seconded PC, Agreed All)

- 127/07-18.2 To discuss and agree on a course of action to secure the playing fields
Additional measures to secure the field will be required once the group have been evicted. In the short term it was agreed that concrete blocks should be hired to block off all access to the field pending a more permanent solution being put in place. It was calculated that 36 blocks would be required to secure the perimeter of the field. The Clerk has sought quotes and will make the necessary arrangements to have blocks delivered on site for Friday 13 July.

Options for a more permanent solution are to be discussed and agreed at the Amenities and Playing Fields committee on 18 July 2018.

128/07-18 **Property Update**

There was no update to give regarding current property matters.

129/07-18 **Finance and Procedure**

The following accounts were approved for payment:

(Proposed PP, Seconded CH, Agreed All)

Payment Date	BACS Payments		
13/07/18	June Salaries - VH	1,319.19	VH
13/07/18	June Salaries & Tax	2,099.12	Remuneration
13/07/18	Wave - VH Sewerage	24.70	VH
On Hold	Herts & Cambs - Grass Cutting APRIL 2018	722.00	AM
On Hold	Herts & Cambs - VH Car Park APRIL 2018	167.00	VH
On Hold	Herts & Cambs - Grass Cutting MAY 2018	722.00	AM
On Hold	Herts & Cambs - VH Car Park MAY 2018	167.00	VH
On Hold	Herts & Cambs - Grass Cutting JUNE 2018	722.00	AM
On Hold	Herts & Cambs - VH Car Park JUNE 2018	167.00	VH
13/07/18	CAPALC - Update day attendance	30.00	Admin
13/07/18	ELM LEISURE - pool pump service	369.00	AM
13/07/18	DP Services (St Neots) - Toilet rolls	87.84	VH
13/07/18	Pendrill Publications JULY 2018	350.00	Newsletter
13/07/18	SCDC Shed Rates June 2018	209.00	PF
13/07/18	Advance Security - Take over/survey Intruder Alarm system	144.00	VH
13/07/18	Advance Security - Annual Maint Contract - Intruder Alarm	192.00	VH
16/07/18	Advance Security - CCTV Install	4,080.00	GEN RES
13/07/18	Deposit Return - Mark King 30/6	100.00	VH
13/07/18	Royal Maintenance - Pad Pool Render Repair	640.00	AM
16/07/18	Signs of The Times - Village Sign & Install	12,492.00	GEN RES
13/07/18	RJM Cleaning Services - VH windows	60.00	VH
AUTHORISED FOR AUGUST :			
15/08/18	JULY Salaries - VH	1,189.83	VH
15/08/18	July Salaries & Tax	2,098.92	Remuneration

Date Paid	PAYMENTS MADE (BACS)		
22/06/18	Andy Townsend - Rocking Horse Painting	155.00	AM
22/06/18	Chris Howlett - reimbursement for VH plants	23.50	VH
Date Paid	PAYMENTS MADE (Card)		
22/06/18	Timpson - Key Cutting - Pool House	18.00	AM
22/06/18	Argos - replacement Kettle for VH kitchen	14.99	VH
Due / Paid Date	DIRECT DEBITS		
23/07/18	Cambridge Water - VH Supply	13.56	VH
01/08/18	Cambridge Water - Playing Fields	153.04	PF
11/07/18	Smart Pensions	86.70	Remuneration
30/04/18	BT - Broadband	160.92	Admin
12/06/18	FUEL GENIE 3068440 (JUNE)	135.64	PF
24/07/18	O2 (VH Mobile)	18.72	VH
24/07/18	O2 (Imp Shed SIM)	18.72	PF
02/07/18	EDF Energy - VH Electricity	225.00	VH
02/07/18	SCDC Trade Waste Playing Field	25.78	AM
02/07/18	SCDC VH Rates	857.00	VH
15/07/18	SCDC Changing Room Rates	53.00	AM
22/06/18	Pennon (Anglian) Water VH H2o Supply	12.28	VH
02/07/18	SCDC Trade Refuse VH **	49.33	VH
02/07/18	SCDC Election Fees **	195.00	Admin
	TOTAL PAYMENTS	30,368.78	

130/07-18 Matters for future discussion

An Extraordinary Meeting is to be held on Wednesday 8 August at 7.30pm to review the responses to the tender for the Pavilion and Car Park work (Returns due by 27 July 2018)

131/07-18 Date of next meeting(s)

Village Hall Committee	Tuesday 19 July 2018	7.30pm
Amenities & Playing Fields Cttee	Wednesday 20 July 2018	7.30pm
Planning Committee	Tuesday 4 September 2018	7.30pm
Parish Council	Wednesday 12 Sept 2018	7.30pm

The meeting closed at 8.40pm

Signed: Date:
Chairman, Parish Council