

# PAPWORTH EVERARD PARISH COUNCIL

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

## PARISH COUNCIL MEETING

**Minutes of the 783rd Meeting of the Parish Council  
held on Wednesday 12 December 2018  
at 7.30pm in the Seminar Room at Papworth Village Hall**

**Present:** Paul Phillips (PP), Pete Cruse (PC), Chris Howlett (CH), Mark Honeywood (MLH)  
Paul Hicks (PH), Adam Honeywood (AH),

**In Attendance:** Sarah Cruse (SLC) Clerk, Cllr Nick Wright (NW)

- 195/12-18 To receive and approve apologies for absence**  
Apologies were received and accepted from Chris Dawson (CD), Victoria Carter (VC), Mandy Smith (MS) and Mark Howell (MH)
- 196/12-18 To receive any declarations of pecuniary interests – None Declared**
- 197/12-18 Public Participation -** There were no members of the public present at the meeting
- 198/12-18 To confirm and approve the minutes of the Parish Council Meeting held on 14 November 2018**  
It was resolved to approve the minutes of the meeting held on 14 November 2018 as a true record of the meeting. (Proposed PC, Seconded CH, Agreed All)
- 199/12-18 Actions Report**  
The Clerk is yet to speak to the PCSO to get an update with regard to the recent damage and antisocial behaviour in the village.  
All other actions from the last meeting had been completed or are in progress.
- 200/12-18 Matters for information**  
Correspondence has been received regarding the proposed transfer of public open space land in the North East Quadrant to the Parish Council under the terms of the S106 agreement dated 17 March 1998. The Clerk will acknowledge the receipt of the letter.  
To be added to the agenda for the January 2019 Parish Council Meeting.
- 201/12-18 To receive reports from County and District Councillors**  
There was nothing to update from South Cambs District Council.  
NW advised that he was no longer on the board of Governors for Papworth Hospital.  
NW had not been made aware of any progress or update regarding the future of the site as yet. CH queried the future of the existing temporary car park adjacent to the allotments as recent resurfacing had taken place. The land is due to be returned to agricultural use once the hospital vacate the site. Would SCDC be enforcing the return of the land back to agricultural use once the hospital leaves in April ? NW advised that there were no automatic triggers in place for SCDC to take any enforcement action on planning stipulations and it would be up to the Parish Council to flag this to SCDC once the hospital moves.  
  
NW advised that MH is working on arranging a meeting to be held in the New Year to discuss the bus service in the village.  
MH and Charlie Hamilton from Whippet Coaches will be doing a leaflet drop in the village w/c 17 December 2018.  
  
NW left the meeting at 7.50pm
- 202/12-18 Parish Council Matters**  
202/12-18.1 To receive a report from the Village Hall Committee held 20 November 2018  
No further update from the published minutes  
202/12-18.2 To receive a report from the Amenities and Playing Fields Committee 21 November 2018  
No further update from the published minutes

- 202/12-18.3 To receive a report from the Planning Committee held 11 December 2018  
The meeting was inquorate and did not go ahead.
- 203/12-18 Police Matters**  
No issues were raised.
- 204/12-18 Correspondence and Communication**  
204/12-18.1 Cambridge County Council – Bikeability Funding  
A request for funding for the Bikeability scheme was discussed. It was agreed that the Parish Council would consider assisting with funding but required further information before resolving to allocate any funds. The Clerk will obtain the required information for consideration at a future meeting.
- 204/12-18.2 LHI Panel – application update  
The LHI application for speed signs will be going to the adjudication panel in January. The Clerk will submit a written representation in support of the application for consideration by the panel.
- 205/12-18 To review and consider tender submissions received for the Pavilion and car park project**  
The tender submission received was reviewed. It was noted that further information was required and some points required clarification.  
The Clerk will arrange a meeting with the company to go through the details of the tender and seek clarification as required.  
Advice had been sought from CAPALC with regard to the selection of a contractor should there only be one suitable submission received. It was suggested that an independent Quantity Surveyor be engaged to review the tender pricing to ensure it is in line with industry standard costs.  
It was resolved to allocate a fund of up to £1000 from General Reserves to cover the necessary professional fees to engage a Quantity Surveyor.  
(Proposed PC, Seconded PP Agreed All)
- 206/12-18 To consider whether any further action should be taken regarding rear access for properties on Ermine St South**  
A letter received by the affected tenants from the Papworth Trust was reviewed.  
It was agreed that this issue would be passed back to the Planning Committee for further discussion and to check the details of the obligation in the S106 agreement and confirm what was agreed.
- 207/12-18 To agree upon a date to hold a Finance Committee meeting to set 2019-20 budgets and precept request prior to the January Parish Council Meeting**  
It was agreed to reschedule the meeting to Monday 7 January 2019 at 7.30pm
- 208/12-18 Finance and Procedure**  
The following accounts were approved for payment:

Payment Date	BACS Payments		
14/12/18	VH SALARIES - NOV	1,381.88	VH
14/12/18	PC SALARIES & TAX - NOV	2,319.54	Remuneration
14/12/18	SCDC Shed Rates DEC 2018	209.00	PF
14/12/18	Pendrill Publications January 2019	350.00	Newsletter
14/12/18	Wave - VH Sewerage	37.91	VH
14/12/18	Lyreco - Cleaning Products	67.50	VH
14/12/18	Lyreco - Stationery	49.26	Admin
ON HOLD	Advance Security CCTV repair (? Under Warranty)	115.00	GEN RES
14/12/18	SCAMBLERS - JD Rotary Mower Service	113.22	PF
14/12/18	SCAMBLERS - JD Bowls Mower Service	240.60	PF
14/12/18	SCAMBLERS - Ransomes Super Certes Service	240.60	PF

14/12/18	Briar Security	222.00	PF
14/12/18	RJM Cleaning Services - VH Windows	60.00	VH
14/12/18	Marshalls - RB101 Bollards x 28	1,635.55	GEN RES
14/12/18	V-JF Contrib to Access Rd 2019 (Allotments)	60.00	AM
14/12/18	V-JF Playing Field Rent 2019	1.00	PF
<b>Date Paid</b>	<b>PAYMENTS MADE (BACS)</b>		
16/11/18	SIGNART - VH Signwriting	144.00	VH
<b>Date Paid</b>	<b>PAYMENTS MADE (Card)</b>		
12/11/18	The Warehouse.com (Office Shredder)	198.00	Admin
06/12/18	The Cartridge People (Printer Toner)	44.90	Admin
14/11/18	Amazon - KEY Safe - Imp Shed	26.98	PF
<b>Due / Paid</b>	<b>DIRECT DEBITS</b>		
12/12/18	Smart Pension (Oct & Nov)	177.89	Remuneration
23/11/18	O2 (VH Mobile)	18.72	VH
23/11/18	O2 (Imp Shed SIM)	18.72	PF
21/11/18	OPUS ENERGY - ELEC	293.30	VH
03/12/18	SCDC Trade Waste Playing Field	25.78	AM
03/12/18	SCDC VH Rates	857.00	VH
15/12/18	SCDC Changing Room Rates	53.00	PF
03/12/18	SCDC Trade Refuse VH	36.83	VH
03/12/18	SCDC Trade Refuse VH - extra collection	12.50	VH
22/11/18	Pennon Water (VH Sewerage)	10.85	VH
22/11/18	Cambridge Water - VH Water	13.30	VH
	<b>TOTAL PAYMENTS</b>	<b>9,034.83</b>	

The invoice for Advance Security £115.00 is to be held – pending confirmation of warranty cover through the support contract in place.

**209/12-18**      **Matters for future discussion** - None raised

**210/12-18**      **Date of next meeting(s)**

Village Hall Committee	Tuesday 18 December 2018	7.30pm
Amenities & Playing Fields Cttee	Wednesday 19 December 2018	7.30pm
Planning Committee	Tuesday 8 January 2019	7.30pm
Finance Committee	Monday 7 January 2019	7.30pm
Parish Council	Wednesday 9 January 2019	7.30pm

The meeting closed at 8.35pm

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