

# PAPWORTH EVERARD PARISH COUNCIL

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

## PARISH COUNCIL MEETING

**Minutes of the 805<sup>th</sup> meeting of Papworth Everard Parish Council  
held on Wednesday 11 November 2020 at 7.30pm via remote access video link**

**Present:** Pete Cruse (PC) Chairman, Paul Phillips (PP), Chris Howlett (CH), Paul Hicks (PH), Victoria Carter (VC), Luke Phillips (LP), Terry Cook (TC)

**In Attendance:** Sarah Cruse (SLC) Clerk, Cllr Mark Howell (MH),

**178/11-20 To receive and approve apologies for absence**

Apologies were received and approved from Cat Lloyd (CL), Chris Dawson (CD), Cllr Nick Wright (NW), and Cllr Mandy Smith (MS)

**179/11-20 To receive any declarations of pecuniary or other interests**

MH declared that he occasionally undertakes work for the Varrier-Jones Foundation

**180/11-20 Public Participation - There were no members of the public present**

**181/11-20 To confirm and approve the minutes of the Parish Council Meeting held 14th October 2020**

It was resolved to approve the minutes of the meeting held on 14 October 2020 as a true record of the meeting. (Proposed CH, Seconded LP, Agreed All)

**182/11-20 Actions Report**

To confirm the status of any action points from previous meetings.

The Clerk has received a response from SCDC to the query regarding why the precept amount of the bill differs year to year when the Parish's Precept remains the same – this will be circulated for information.

**183/11-20 Matters for information only**

Mark Honeywood has tendered his resignation from the Parish Council effective from 4 November 2020.

SCDC have applied a 25% discount to refuse collection bills due to COVID-19. Revised payment schedules will commence this month.

The COVID-19 grant of £300 recently applied for had been received from SCDC.

**184/11-20 To receive reports from County and District Councillors**

**MH:** The District Council has a new electric/hydrogen powered E-Bin Lorry at a cost of £400K. The vehicle can only travel relatively short distances and is being used in the vicinity of the depot in Waterbeach.

The proposed northern route for the Busway scheme, announced by the Mayor was not well received. The proposed route via the A428, in front of the American Cemetery at Madingley and into Cambridge is estimated to cost approximately £30million more than other proposed routes. Delivery of the northern route could be achieved in 7-8 years as opposed to 2-3 years for the southern route.

**185/11-20 Parish Council Matters**

185/11-20.1 To receive an update following the Village Hall Committee meeting held 20 October 2020  
The Village Hall reopened opened for hire to regular bookers only on 19 October – and closed due to the national lockdown on 5 November. The Caretaker will continue on the Furlough scheme.

185/11-20.2 To receive an update following the Planning Committee meeting held 3 November 2020  
The former Queen Mary's nurses' home has been refurbished to offer single accommodation with shared facilities. The Planning Committee responded to the planning application received with 'No recommendation' but noted that the building could have been better utilised. Notification is awaited of the sale of the former hospital site. The old Catholic Church on Ermine Street North is still being marketed for sale.

- 186/11-20 Police Matters - No issues to raise.**
- 187/11-20 Correspondence and Communication**
- 187/11-20.1 Proposed changes to Community Policing - noted. Any issues in Papworth must be raised to ensure that the village remains on the radar.
- 187/11-20.2 Local Plan workshop. *CH will attend the Local Plan online workshop on 1 December.*
- 187/11-20.3 Proposed changes to fight path and holding stack for Luton Airport. *The Clerk will submit information for the next News and Views article to allow residents to comment on the consultation should they wish.*
- 187/11-20.4 Pavilion
- i) In order for the widening of the entrance to the Pavilion/Rocky's car park to be undertaken, Highways Dept require Virgin and Openreach cabling to be rerouted. Lindum have provided quotes from the suppliers for the work to be completed. The contract will be checked to confirm payment of this is the Parish Council's liability – to be brought to the next PC meeting for approval as necessary
- ii) The widening works will leave an area of the entrance which will require reinstating. Lindum to provide further information and a quote for the works as necessary.
- 188/11-20 Papworth Coronavirus Support Group**
- 188/11-20.1 To consider a grant application received from the Coronavirus Support Group  
An application for funding for the Papworth Community Group (formerly known as the Coronavirus Support Group) was reviewed. It was noted that the Parish Council has received a £300 COVID-19 Support Grant from SCDC which could be donated to the Group  
It was resolved to provide a total donation of £800.00 (S137)  
(Proposed TC, Seconded PH, Agreed All)
- 188/11-20.2 To consider a request for additional supplies  
It was resolved to purchase cable ties and laminating sheets for the group to help support their Christmas events at a cost of £18.20 plus VAT) (Proposed TC, Seconded VC, Agreed All)
- It was agreed to discuss provision of funds for longer term funding of community groups - to be added to the Finance & HR Committee Agenda.
- 189/11-20 To appoint a Chairperson for the Amenities & Playing Fields Committee**  
It was resolved to appoint Paul Phillips as Chair of the Amenities & Playing Fields Committee with immediate effect (Proposed PC, Seconded CH, Agreed All)
- 190/11-20 To consider the purchase of a replacement PC for the Parish Office**  
The current PC is at least 7 years old and the specification is no longer suitable for its required use. The Chairman had researched suitable alternatives and proposed replacement with a Dell Vostro desktop PC.  
It was resolved to purchase a new PC at a cost of £429.00 excl VAT plus an Office 365 subscription and additional RAM at a cost of £63.65 + VAT  
(Proposed PC , Seconded VC, Agreed All)
- 191/11-20 To review quotes received for removal of a fallen branch at the churchyard and remedial tree work**  
Three quotes received for branch removal and necessary remedial works were reviewed.  
It was resolved to accept the quote from Dellar Tree Services at a cost of £805.00 + VAT to be taken from the Amenities Budget (Proposed TC, Seconded PH, Agreed All)
- 192/11-20 Street Lighting Handover**  
To review quotes received and resolve to enter into a contract with an energy supplier for the billing of streetlight power supply costs.  
Quotes received were reviewed. It was queried whether the 3-year offer was at a fixed rate or if there was an annual increase to the unit rate. *The Clerk will query this with the Provider. Item to be held over to the December meeting.*  
A query was raised regarding the maintenance and insurance of the streetlights. *The Clerk will request clarification from SCDC.*
- (MH left the meeting at 8.55pm)**
- 193/11-20 Finance and Procedure**  
The following accounts were approved for payment (Proposed VC, Seconded CH, Agreed All)

		Inv Date	VAT	Net	Category
<b>DUE</b>	<b>BACS Payments</b>				
12/11/20	VH Salaries OCTOBER & back pay to 1/4/20		0.00	1,340.62	VH
12/11/20	PC Salaries OCTOBER & back pay to 1/4/20			1,919.73	Remuneration
12/11/20	HMRC Payroll Tax OCTOBER		0.00	594.75	Remuneration
12/11/20	CGM Group - Car Park Maintenance VH	01/11/20	13.00	65.00	VH
12/11/20	CGM Group - Grass play area/cemetery	01/11/20	107.50	537.50	AM
12/11/20	Dalton's Cleaning - VH Windows	04/11/20	0.00	60.00	VH
12/11/20	A Whitehouse - Contribution OCT		0.00	14.40	Donations
12/11/20	V Hagedorn - Contribution OCT		0.00	56.70	Donations
12/11/20	Pendrill Publications - DECEMBER	09/11/20	0.00	350.00	Newsletter
12/11/20	LYRECO - Stationery	31/10/20	7.41	37.06	Admin
12/11/20	LYRECO - VH Cleaning / COVID Supplies	31/10/20	37.73	191.22	VH
12/11/20	TIMBERPLAY - Quarterly Inspection	13/10/20	83.00	415.00	AM
12/11/20	JOE's Lawn Care - Playing Field Treatment	09/10/20	444.50	2,222.50	PF
12/11/20	Cambridge County Council - Streetlighting 1/10/19-30/9/20	21/10/20	0.00	1,926.88	AM
<b>Date Paid</b>	<b>PAYMENTS MADE (BACS)</b>				
15/10/20	M Mawby - VH Deposit Return		0.00	25.00	VH Deposits
<b>Date Paid</b>	<b>PAYMENTS MADE (Card)</b>				
22/10/20	POST OFFICE - Postage		0.00	2.06	Admin
<b>Due/Paid</b>	<b>DIRECT DEBITS</b>				
12/11/20	Fuel Genie - OCT	01/11/20	12.07	60.37	PF
26/10/20	O2 (Imp Shed SIM)		3.29	16.42	PF
26/10/20	O2 (VH Mobile)		3.28	16.42	VH
21/10/20	OPUS Energy 5725 - VH ELEC		46.94	234.70	VH
02/11/20	SCDC - 2308 VH Rates NOV 20		0.00	1,135.00	VH
15/10/20	SCDC 4898 - Changing Room Rates		0.00	55.00	AM
02/11/20	SCDC - 2850 Shed Rates		0.00	217.00	PF
13/11/20	ZOOM - Monthly Subscription		2.40	11.99	Admin
12/11/20	Smart Pensions - OCT		0.00	124.45	Remuneration
02/11/20	SCDC Trade Waste 5259 - AM		0.00	70.12	AM
	<b>TOTAL PAYMENTS</b>		<b>761.12</b>	<b>11,699.89</b>	

**194/11-20 Matters for future discussion**

Provision of an IT Budget – to be added to the Finance & HR Committee meeting agenda.  
Water Supply for the Village Hall ( LP to provide contact details for suitable contractors)

**195/11-20 Date of next meeting(s)**

Planning Committee Working Group	Tuesday 17 November 2020	7.30pm
Amenities & Playing Fields Committee	Wednesday 18 November 2020	7.30pm
Planning Committee	Tuesday 1 December 2020	7.30pm
Finance & HR Committee	Wednesday 2 December 2020	7.30pm
Parish Council Meeting	Wednesday 9 December 2020	7.30pm

The Meeting closed at 9.05pm

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

Name:.....