

PAPWORTH EVERARD PARISH COUNCIL

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

PARISH COUNCIL MEETING

**Minutes of the 812th Meeting of Papworth Everard Parish Council
held on Wednesday 9th June 2021 at 7.30pm
in the Main Hall at Papworth Village Hall**

Present: Pete Cruse (PC) Chairman, Paul Phillips (PP) Vice-Chairman, Chris Howlett (CH), Chris Dawson (CD), Victoria Carter (VC), Paul Hicks (PH), Terry Cook (TC), Mark Hersom (MPH)

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

- 104/06-21 To receive and approve apologies for absence**
Apologies were received and approved from Luke Phillips (LP), Grace Fisher (GF), Cllr Mandy Smith (MS)
Mark Hersom (MPH) had advised he would be late for the meeting
- 105/06-21 To receive any declarations of pecuniary or other interests – None declared**
- 106/06-21 Public Participation - there were no members of the public in attendance**
- 107/06-21 To confirm and approve the minutes of the Parish Council meeting held 12 May 2021**
PH requested a minor amendment to the minutes which was accepted.
It was resolved to approve the minutes of the Annual Meeting of the Parish Council held on 12 May 2021 as a true record of the meeting.
(Proposed PC, Seconded VC, Agreed All)
- 108/06-21 Actions Report**
All actions from the previous meeting had received attention or were completed
- 109/06-21 Matters for information only**
N&V Annual Accounts – receipt noted
- 110/06-21 To receive reports from County and District Councillors**
(NW) The planning application by Flagship Homes to amend the S106 obligation was refused by the Committee . There has been no response from Flagship as yet. Flagship could submit an appeal - the current timescale for appeals to be decided is approximately 12 months.
East West Rail – Several of the surrounding villages are being quite vocal in their opposition to the East West Rail project. NW advised that he has heard little from the villagers of Papworth although MH had advised that the general opinion he was hearing from residents of Papworth Everard was of support for the scheme but no preference for any specific route.

The Clerk will forward a copy of the Parish Council's response as submitted to the EW Rail Consultation which NW may share with other local parishes. The Clerk will also post the response on the website.

NW left the meeting at 7.55pm

- 111/06-21 Parish Council Matters**
111/06-21.1 To receive an update following the Planning Committee meeting held 1 June 2021
An application for a 5G mast to be situated on the edge of Jubilee Green was considered. The committee recommended refusal, noting that the mast could be more discreetly positioned.
An application for construction of 2 detached houses on Church Lane was supported and comments were submitted in relation to a permitted development application

- 112/06-21 Police Matters**
To raise any issues relating to the village to be forwarded to the Police – no issues to be raised
- 113/06-21 Correspondence and Communication**
EW Rail – correspondence from several neighbouring parishes, citing their route preferences or opposition to the EW Rail project were noted.
- 114/06-21 POS Transfer – High Trees**
Progress update
A copy of the response for n the Barrister was received on the day of the meeting and circulated for information. PH and SLC will arrange a zoom meeting with Copleys to discuss the advice received.
- 115/06-21 Grant Applications**
115/06-21.01 To consider a grant application received from Cambridgeshire Search and Rescue
It was resolved not to give a donation to CamSAR as there was no clear and direct relevance to the residents of Papworth. (Proposed CH, Seconded PC, Agreed All)
- 115/06-21.02 To consider a grant application received for the Summer Reading Challenge 2021
It was resolved to donate £250.00 to the Library’s Summer Reading Challenge.
(Proposed PH, Seconded CD, Agreed All)
- 116/06-21 To approve the purchase of a replacement lockable flagpole halyard door at a cost of £65.00 incl VAT (Amenities Budget)**
It was resolved to purchase of a replacement halyard door for the flagpole at a cost of £65.00 incl VAT (Amenities Budget)
(Proposed VC, Seconded CD, Agreed All)
- 117/06-21 To resolve to replace a failed CCTV camera at the Village Hall at a cost of £175.00 + VAT**
It was resolved to replace a failed CCTV camera at the Village Hall at a cost of £175.00 + VAT (Proposed VC, Seconded CD, Agreed All)
- 118/06-21 Traffic Calming**
To discuss a response received from Highways Dept providing updated details to a proposed traffic calming scheme for Ermine St South (scheme dated Sept 2020)
The proposed scheme was reviewed, and its potential efficacy discussed.
It was agreed not to proceed with the proposed scheme.
- 119-06-21 Hybrid Meetings**
119/06-21.01 To decide whether the Parish Council will consider running hybrid meetings
It was agreed that the Parish Council would like to trial hybrid meetings and was understood that any Councillor accessing the meeting remotely would not count as ‘present’ at the meeting and therefore not part of quora and would have no voting rights but would be able to contribute to discussion.
It was resolved that the Parish Council would be on board with holding hybrid meetings subject to the necessary technology and ground rules for attendance being in place
(Proposed VC, Seconded PH, Agreed All)
- 119/06-21.02 To set ground rules and operating principles for the meetings in order to put together a policy for adoption, and to confirm under what circumstances it would be acceptable to dial in remotely.
Discussions were had around the circumstances that a Councillor may join a meeting remotely. It was agreed that a Councillor must declare in advance their intention to join a meeting remotely, to allow for a meeting to be rescheduled should quora not be met.
The Clerk will issue a prompt 2 days prior to the agenda being issued. The Clerk will draw up a list of dates and circulate these for information.
- 119/06-21.03 To consider and agree what appropriate technology is required to enable hybrid meetings to be run successfully
It was agreed that consideration to be given to having individual devices for Councillors (eg iPads) and costings to be sought for having permanent kit installed in the Bob Baker Room

and possibly in the North Hall. Consideration also to be given to moving to Microsoft365 and costs for this to be confirmed.

PC has a speaker which would be suitable for use in the short term, in conjunction with a laptop, projector and screen.

MPH joined the meeting at 8.40pm

120/06-21 Finance and Procedure

120/06-21.1 To review earmarked S106 and General Reserve Funds
Allocations for S106 and General Reserve funds were reviewed.

120/06-21.2 Annual Return FY 2020-21

- a) To complete and approve the annual governance statements
The governance statements were read out and agreed.
It was noted that a countersigned copy of the contract with LINDUM for the pavilion project was not in the possession of the Parish Council. This should be rectified with immediate effect. (Proposed CH Seconded CD, Agreed All)
- b) To approve the statement of accounts as presented
It was noted that Column 7 should read 540523 not 540632 and this should be amended. It was resolved to sign the statement of accounts (Proposed CH. Seconded CD, Agreed All)

120/06-21.03 To approve monthly accounts for payment

The following accounts were approved for payment:

It was noted that payment of the invoice for CGM should be held until the current issues with the standard of maintenance are resolved. (Proposed PP, Seconded VC, Agreed All)

Due/Paid	BACS Payments	Invoice No	Net	Category
11/06/21	VH Salaries MAY		1,216.00	VH
11/06/21	PC Salaries MAY		1,630.31	Remuneration
11/06/21	HMRC Payroll Tax MAY		412.41	Remuneration
11/06/21	*HOLD CGM Group - Car Park Maint VH	-	60.00	VH
11/06/21	*HOLD CGM Group - Grass play area/cemetery	-	636.97	AM
11/06/21	Pharmacy Deliveries - FUEL Contrib MAY		50.85	Donations
11/06/21	Pettit Sports - Pitchmarker Liquid	2722	27.90	PF
11/06/21	Tiimberplay Quarterly Inspection MAY 2021	8884	415.00	AM
11/06/21	Papworth Tennis Club Elec Ch Rm/Pav 1/5-28/5	50	68.77	PF
11/06/21	Papworth Tennis Club Electricity Bowls 1/5-28/5	50	21.78	AM
Paid	PAYMENTS MADE (BACS)			
x				
Paid	PAYMENTS MADE (Card)			
27/05/21	Amazon - Toner Cartridges CT Printer		18.41	Admin
Due/Paid	DIRECT DEBITS			
23/06/21	O2 (Imp Shed SIM)	91062954	16.64	PF
23/06/21	O2 (VH Mobile)	91062954	16.64	VH
21/05/21	OPUS Energy 5725 - VH ELEC		264.59	VH
13/05/21	OPUS ENERGY - VH GAS 1015228		308.43	VH
15/06/21	ZOOM - Monthly Subscription JUNE	79810038	11.99	Admin
14/06/21	Fuel Genie - MAY	5821684	66.83	PF
10/06/21	Smart Pensions - MAY	V3KH3Q6	131.48	Remuneration
16/06/21	EON - Streetlighting 1/5/21 - 31/5/21	H19E27AFBD	106.90	AM
24/05/21	(Pennon) Cambs Water - VH (22/4 - 26/5)	2074315453	15.19	VH
01/06/21	SCDC - 2308 VH Rates JUNE 21	3030112308	1,135.00	VH
15/06/21	SCDC 4898 - Changing Room Rates JUNE 21	3030104898	55.00	AM
01/06/21	SCDC - 2850 Shed Rates JUNE 21	3030122850	217.00	PF
	TOTAL PAYMENTS		5,375.00	

VC to raise the subject of pharmacy deliveries with the Community Support Group to ascertain whether this service remains relevant with lockdown restrictions being eased.

120/06-21.04 To agree the hourly rate to be paid for the Pool Attendant role (2019 = £8.50ph)
It was resolved that the hourly rate to be paid for the Pool Attendant role should be increased from £8.50 (2019 rate) to £10.00 per hour to help attract people to the role. (Proposed PP. Seconded PC, Agreed All)

121/06-21 Matters for future discussion – None

122/06-21 Date of next meeting(s)

Village Hall Committee	Tuesday 15 June 2021	7.30pm
Finance & HR Committee	Wednesday 26 June 2021	7.30pm
Planning Committee	Tuesday 6 July 2021	7.30pm
Parish Council Meeting	Wednesday 14 July 2021	7.30pm

The meeting closed at 9.30pm

Signed: Date: