

# PAPWORTH EVERARD PARISH COUNCIL

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

## PARISH COUNCIL MEETING

**Minutes of the 807<sup>th</sup> meeting of Papworth Everard Parish Council  
held on Wednesday 13<sup>th</sup> January 2021 at 7.30pm via remote access video link**

**Present:** Pete Cruse (PC) Chairman, Paul Phillips (PP), Chris Howlett (CH), Paul Hicks (PH), Luke Phillips (LP), Terry Cook (TC), Chris Dawson (CD), Victoria Carter (VC) joined at 7.50pm, Cat Lloyd (CL) joined at 7.55pm

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

**01/01-21 To receive and approve apologies for absence**  
Apologies were received and approved from Grace Fisher (GF)

**02/01-21 To receive any declarations of pecuniary or other interests**  
MH declared that he occasionally undertakes work for the Varrier-Jones Foundation.

**03/01-21 Public Participation** - There were no members of the public present

**04/01-21 To confirm and approve the minutes of the Parish Council meeting held 9 December 2020**  
It was resolved to approve the minutes of the meeting held on 9 December 2020 as a true record of the meeting. (Proposed PP, Seconded LP, Agreed All)

**05/01-21 Actions Report**  
All actions from the previous meeting had received attention and were completed.

**06/01-21 Matters for information only**  
An additional volunteer will be sharing the workload of pharmacy deliveries from 1 January 2020.

**07/01-21 To receive reports from County and District Councillors**  
**MS** – is still looking into borrowing mobile speed detector signs for the village.  
Flooding – there is a dedicated email address for use to raise issues of flooding [floodandwater@cambridgeshire.gov.uk](mailto:floodandwater@cambridgeshire.gov.uk)

**NW** – Following a review of the Planning service, 9 recommendations have been made to improve the Planning service and its transparency. The full report will be reviewed at the Greater Cambridge Shared Planning Committee meeting on 13 January 2021.  
NW also reminded the meeting of the closing date (5 February 2021) for the London Luton Airport Stack Relocation consultation and urged councillors to submit their comments.

**MH** – SCDC continue to provide support through the Covid-19 pandemic and are working with the Community Support Group in the village.

A decision regarding the East-West Rail link is due to be made. If the Northern alignment is chosen it is likely that the 'Harbourne' development would go ahead in the future. If development around Bassingbourn were to be taken into account, the Southern Alignment may be preferable. There will be further consultation once the route is selected. There is a proposed route to the South of Cambourne but any crossing over the A428 would be extremely costly.

CH advised that the Parish Council is looking to produce a Neighbourhood Plan and queried the timeline for the Local Plan and whether this plan would be taken into consideration for the next Local Plan or for the one after. NW advised he would be keen to quote from the Neighbourhood Plan even if it were not completed. *NW to look into an indicative timeline for the Local Plan and advise.*

MPH queried whether Neighbourhood Plans have any effect on the outcomes of the Local Plan – NH advised that for the current Local Plan there were no Neighbourhood Plans in place.

PH raised a planning query to request details of the best person to raise enforcement issues with. NH provided a name and requested that he be copied in on any correspondence.

- 08/01-21 Parish Council Matters**
- 08/01-21.1 To receive an update following the Village Hall Committee held 15 December 2020  
The Village Hall remains closed due to the current lockdown restrictions.
- 08/01-21.2 To receive an update following the Planning Committee held 5 January 2021  
Neighbourhood Plan - a working group has been set up and they are looking to speak with other Parish Councils who have already completed a Neighbourhood Plan.
- 09/01-21 Police Matters**
- There have been several recent thefts of catalytic converters from vehicles in the local area. It had also been noted that there have been complaints regarding vehicles racing on the bypass.
- 10/01-21 Correspondence and Communication**
- 10/01-21.1 Warden Scheme – introduction. The Warden scheme is now in place.  
*The Clerk will forward details to the Papworth Everard Community Group to promote to eligible residents as necessary.*
- 10/01-21.2 Statutory Consultation – Sunnica Energy Farm - Noted
- 11/01-21 To consider and approve the renewal of the Engineering Insurance for the Annual Lift inspections at a cost of £419.72 + VAT and Insurance Tax**
- It was resolved to accept the recommendation of Came & Co and to accept the quote from Aviva at a cost of £419.72 + VAT and insurance tax. (Proposed PP, Seconded Ch, Agreed All)
- 12/01-21 To consider the proposed meeting schedule for FY 2021-22**
- It was resolved to approve the meeting schedule for FY2021/22  
(Proposed VC, Seconded TC, Agreed All)
- 13/01-21 POS Transfer – High Trees**
- To review the correspondence received from the solicitor acting on behalf of David Wilson Homes in response to the letter sent on behalf of PEPC by Copleys Solicitors July 2020) and to consider the Parish Council's response and any further course of action. Correspondence received from DFA Law via Copleys Solicitors was reviewed. PH has requested copies of historical correspondence from a previous solicitor. It was agreed that the Clerk and PH would arrange a Zoom meeting with Mark Woolsey from Copleys to discuss the next steps.  
It was resolved to allocate £1000 to cover any interim legal costs  
(Proposed PH, Seconded PC, Agreed All)
- 14/01-21 PAVILION PROJECT**
- 14/01-21.1 To approve the cost of installation of an aluminium locking roller shutter for the serving hatch at a cost of £493.75 + VAT  
It was resolved to spend £493.75 + VAT from the S106 budget to install a locking roller shutter for the serving hatch. (Proposed VC, Seconded LP, Agreed All)
- 14/01-21.2 To review and sign the Section 278 Highways authorisation form for works to widen the entrance to the Pavilion/Rocky's car park  
As requested, Lindum have submitted an enquiry to the CC Highways Dept regarding the possibility of changing 'Owner' to 'Lessee' on the S278 form and clarification of the Clause 9 and are awaiting a response.  
To move this forward there are three options :
- i) to seek a back-to-back agreement (reach through clauses) to pass the liabilities on to Lindum if not already covered in the existing contract
  - ii) to vary the CCC agreement as necessary following legal advice we would have to seek; or
  - iii) to vary the CCC agreement to have the liabilities of clause 7 (and the agreement as a whole) capped at £6751.14 to match the security deposit figure, which Lindum will be paying in any case (this results in no net financial liability to the Parish Council).

The contract is to be checked.

The Virgin & Openreach work is not affected.

**15/01-21 To consider a donation request from the Papworth Everard Community Group**  
It was resolved to donate £500 to the Papworth Everard Community Group to enable additional provisions to be purchased for the Papworth Pantry. ( Proposed PC, Seconded PH, Agreed All)

**16/01-21 To discuss provision of a direct connection to mains water for the Village Hall**  
( MH declared a conflict of interests due to his work with V-JF, and left the meeting )  
It was agreed that the preferred route for any connection should be made within the boundary of the land surrounding the village Hall. This could be along the southern side of the Hall through the gravelled area, or across the car park, avoiding any V-JF owned land or crossing the Hospital access road. The Clerk has contact details for several local companies and will request quotes.

**17/01-21 Finance and Procedure**  
The following accounts were approved for payment: (Proposed CD, Seconded PH, Agreed All)

<b>To be paid</b>	<b>BACS Payments</b>		
14/01/21	VH - DECEMBER SALARIES	1,184.66	VH
14/01/21	PC - SALARIES DECEMBER	1,628.51	Remuneration
14/01/21	HMRC Payroll Tax DECEMBER	408.39	Remuneration
14/01/21	CGM Group - Car Park Maintenance VH	65.00	VH
14/01/21	CGM Group - Grass play area/cemetery	537.50	AM
14/01/21	A Whitehouse - Fuel Contribution DEC	22.05	Donations
14/01/21	V Hagedorn - Fuel Contribution DEC	55.80	Donations
14/01/21	TURFCARE - Water Drain Down Bowls Irrigation	120.00	AM
14/01/21	Dellar Tree Services - Tree Work Cemetery	705.00	AM
14/01/21	Prestige - VH Sanitary Bins VH Contract 2021	730.00	VH
14/01/21	Papworth Tennis Club Electricity Changing Rm 24/11 - 28/12	456.72	PF
14/01/21	Papworth Tennis Club Electricity Bowls 24/11 - 28/12	11.56	AM
14/01/21	AGROVISTA - Bowls Fertilizer	157.26	AM
<b>Date Paid</b>	<b>PAYMENTS MADE (Card)</b>		
06/01/21	Microsoft - One Drive Subscription	45.60	Subscriptions
10/12/20	DELL - Dell Vostro 5510 LAPTOP PC	669.00	Admin
<b>Due/Paid</b>	<b>DIRECT DEBITS</b>		
21/01/21	BT - Phones & Broadband 1/12/1 - 31/3/31	259.77	Admin
24/01/21	O2 (Imp Shed SIM)	16.42	PF
24/01/21	O2 (VH Mobile)	16.42	VH
21/12/20	OPUS Energy 5725 - VH ELEC	299.96	VH
14/12/20	OPUS ENERGY - VH GAS 1015228	325.60	VH
04/01/21	SCDC - 2308 VH Rates NOV 20	1,135.00	VH
15/12/20	SCDC 4898 - Changing Room Rates	55.00	AM
04/01/21	SCDC - 2850 Shed Rates	217.00	PF
14/01/21	ZOOM - Monthly Subscription	11.99	Admin
22/01/21	Cambs Water - VH 28/10-30/11/20	7.65	VH
01/02/21	Cambs Water - PF 26/6-16/12/20	160.62	PF
12/01/21	Smart Pensions - DEC	131.48	Remuneration
04/01/21	SCDC Trade Waste 0674 - AM	69.00	AM
04/01/21	SCDC Trade Waste 2592 - VH	137.00	VH
	<b>TOTAL PAYMENTS</b>	<b>9,639.96</b>	

It was agreed to hold payment for the Prestige invoice pending a query regarding possible discount due to the VH being closed for the majority of the previous year's contract.

