

PAPWORTH EVERARD PARISH COUNCIL

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

PARISH COUNCIL MEETING

**Minutes of the 808th meeting of Papworth Everard Parish Council
held on Wednesday 10th February 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), Mark Hersom (MPH)

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

- 20/02-21 To receive and approve apologies for absence**
Apologies were received and approved from Cat Lloyd (CL) and Cllr Nick Wright (NW)
- 21/02-21 To receive any declarations of pecuniary or other interests**
MH declared that he occasionally undertakes work for the Varrier-Jones Foundation.
- 22/02-21 Public Participation – None**
- 23/02-21 To confirm and approve the minutes of the Parish Council meeting held 13 January 2021**
It was resolved to approve the minutes of the meeting held on 13 January 2021 as a true record of the meeting. (Proposed LP, Seconded VC, Agreed All)
- 24/02-21 Actions Report**
All actions from the previous meeting had received attention and were completed
- 25/02-21 Matters for information only**
Precept Confirmation FY2021-22 - Noted
S137 amount confirmation 2021-22 set at £8.41 - Noted
- 26/02-21 To receive reports from County and District Councillors**
MS : a meeting is scheduled for 16 February to discuss the Cycleway between Papworth and Caxton Gibbet roundabout. MS will request confirmation of funding and start date.
No progress has been made regarding borrowing a speed sign for the village. MS has offered to be a speed watch volunteer should there be enough interest and volunteers from the village to set one up.
MH : The District Council is continuing its COVID-19 support work and working with local groups to help vulnerable residents.
- 27/02-21 Parish Council Matters**
27/02-21.1 To receive an update following the Amenities & Playing Field Committee held 15 January 2021
The field is very wet. There are no sports clubs running due to the current lockdown.
A new contractor is to be trialled for pitch treatment this year.
27/02-21.2 To receive an update following the Planning Committee held 2 February 2021
A preliminary statement in response to a planning conditions application for the Church Lane site has been submitted to SCDC. A separate working group meeting will be convened to discuss this further.
- (MH Left the meeting at 8.00pm)
- 28/02-21 Police Matters**
Several cars have recently been 'egged' on Ermine Street South
- 29/02-21 Correspondence and Communication**
29/02-21.1 Request for additional grit bins. It was agreed that Grit Bins are for use by all residents of the village, not specifically for the properties around where the bin is situated. Grit is provided for use on the public highway and should not be used for private driveways. The Clerk has

- requested a list of the location of all grit bins in the village. The Amenities Committee will review the locations and decide whether any additional bins may be required.
- 29/02-21.2 Church Lane Development – Contractor Parking. The Clerk has been in contact with the Developers to try to resolve the parking issues. Action has been taken and posts have been installed on some verges to prevent parking . Areas will be reseeded at the end of the construction.
- 29/02-21.3 Issues with some contractors not wearing masks in the village shop have also been addressed.
- 29/02-21.4 BT Price Increase from 1/4/21 – Noted
- 29/02-21.4 COVID-19 Vaccinations for Voluntary Groups – The Clerk will circulate details to the Blasters and Tennis Club to see if any volunteers would like to take advantage of the vaccinations and coordinate responses.
- 29/02-21.4 VC confirmed that all eligible members of the Papworth Community Group have been vaccinated.
- 29/02-21.4 Traveller Engagement Workshop. The Clerk will circulate details of a Traveller Engagement Workshop being held on 3 March at 6.00pm . PC will attend if there are no other volunteers.
- 30/02-21 To review and approve the costs for the grass cutting contract (1/4/2021–31/3/2023)**
It was resolved to accept the pricing submitted from CGM for grass cutting at the play area, Cemetery and Village Hall car park maintenance from 1/4/2021–31/3/2023 at a cost of £8120 + VAT per annum) (Proposed PP, Seconded CH, Agreed All)
- 31/02-21 POS Transfer – High Trees**
PH updated the meeting following the Zoom meeting with Mark Woolsey from Copley’s Solicitors.
An acknowledgement of receipt of their letter is to be sent to DFA Law advising that the matter is receiving attention. Mark Woolsey to speak to the Barrister again for further advice. *The Clerk will chase Mark for an update*
- 32/02-21 PAVILION PROJECT**
To review and sign the updated Section 278 Highways authorisation form for works to widen the entrance to the Pavilion/Rocky’s car park.
An updated form has been received. There is no back-to-back provision in the contract and Clause 10 of the contract indicates that Lindum would have no liability. It is therefore necessary to obtain a back-to-back agreement with Lindum to relieve the Parish Council’s concerns regarding liability. *The Clerk will approach Lindum to see if they are able to draft a suitable document.* Hold until the next meeting
- 33/02-21 To consider a donation request from RELATE**
It was resolved to donate £300.00 to relate in support of their work (Proposed CD, Seconded VC, Agreed All)
- 34/02-21 To receive an update regarding direct connection to mains water for the Village Hall**
The Clerk has approached several companies to quote – to be held to the next meeting
- 35/02-21 Finance and Procedure**
35/02-21.1 Santander savings accounts
Issues: old style accounts with no online access - these types of account are being phased out and cheque books are no longer being issued on savings accounts
Currently the last cheque from the S106 account cheque book has been issued and it is not possible to have a new cheque book. The only way to access the money from the S106 account is to submit a written mandate requesting payment be made with payee account details plus signatures from 2 of the signatories on the account and copies of photo id (Passport/driving license) for any transactions over £5000. The same process is required to move money between accounts or close the account(s).
It was agreed to use the Gen Res Account to enable the PC to continue to write cheques in the short term, and to submit a written request for funds from the S106 account be moved to the Gen Res account (starting with sufficient funds to cover the next Lindum cheques)
Longer term - to look at alternative savings accounts.(The effect of any negative interest rate on savings accounts must also be considered).
- 35/02-21.2 To approve the monthly accounts for payment
The following accounts were approved for payment (Proposed LP, Seconded CD, Agreed All)

PAID	BACS Payments	INV	Net	Category
12/02/21	VH – JANUARY Salaries		1,184.66	VH

12/02/21	PC JANUARY Salaries & TAX		2,036.90	Remuneration
12/02/21	CGM Group - Car Park Maintenance VH	236311	65.00	VH
12/02/21	CGM Group - Grass play area/cemetery	236311	537.50	AM
12/02/21	A Whitehouse - Fuel Contribution JAN		27.90	Donations
12/02/21	M JARRETT - Fuel Contribution JAN		9.00	Donations
12/02/21	Daltons Cleaning - VH Windows Feb 2021	2664	60.00	VH
12/02/21	Coastline Graphics Ltd Domain renewal 21/2/21-21/1/22	1325	15.00	Admin
12/02/21	Pendrill Publications - FEBRUARY	9969	350.00	Newsletter
12/02/21	Pendrill Publications - MARCH	10003	350.00	Newsletter
12/02/21	Papworth Tennis Club Elec Changing Rm/Pavilion 28/12-29/1	46	360.12	PF
12/02/21	Papworth Tennis Club Electricity Bowls 28/12-29/1	46	8.70	AM
Paid	PAYMENTS MADE (Card)			
15/01/21	Amazon - Spray Paint VH	21377882	14.94	VH
14/01/21	Amazon - Floor Stencil - VH	152407591	16.66	VH
29/01/21	Amazon - Stationery & cable ties	46638345	19.92	Admin
Due/Paid	DIRECT DEBITS			
23/02/21	O2 (Imp Shed SIM)	79476486	16.42	PF
23/02/21	O2 (VH Mobile)	79476486	16.42	VH
21/01/21	OPUS Energy 5725 - VH ELEC		309.95	VH
15/02/21	ZOOM - Monthly Subscription		11.99	Admin
22/02/21	Cambs Water - VH 1/121 - 20/1/21	1072913053	19.57	VH
12/02/21	Fuel Genie - JANUARY	5285637	38.00	PF
11/02/21	Smart Pensions - JAN		131.48	Remuneration
01/02/21	SCDC Trade Waste 5259 - AM		69.00	AM
01/02/21	SCDC Trade Waste 3268 - VH	80019879	137.00	VH
	TOTAL PAYMENTS		5,806.13	

36/02-21 Matters for future discussion
To purchase a replacement Union Flag

37/02-21 Date of next meeting(s)

Village Hall Committee	Tuesday 16 February 2021	7.30pm
Planning Committee	Tuesday 2 March 2021	7.30pm
Parish Council Meeting	Wednesday 10 March 2021	7.30pm

The meeting closed at 8.50pm

Signed: Date: