Parish Council of Waresley-cum-Tetworth

Minutes of Meeting held on Thursday, 10 May 2018, 8pm, Waresley Village Hall

Present: Councillors E Jack (Chair), J Archer, R Jerman, J Lawton
In attendance: District Councillor Richard West, Stephanie Gordon, Malcolm Gordon
Minutes taken by S Sullivan

ANNUAL GENERAL MEETING

45. **Election of chairman** E Jack was elected Chair (Proposed by J Lawton, seconded by R Jerman); Vice-chair: J Lawton (Proposed by E Jack, seconded by J Archer)
46. **Declaration of acceptance of office** was signed by Chair and elected members of parish council
47. **Apologies for absence** Councillor Julie Wisson.
48. **Register of interests** Clerk had been advised that new document did not have to be submitted if there had been no changes for re-elected members.
49. **Declaration of any disclosable pecuniary interests** None.
50. **To appoint parish council representatives to other bodies and responsibilities** Cambridge Gliding and Little Gransden Aerodrome Consultative Committees – J Archer; Village Hall – R Jerman; Data Protection Officer – J Lawton; Tree Officer – David Morgan (ACTION: E jack to confirm).
51. **Review of inventory of land and assets including buildings and office equipment** had been completed in March (Minute 2018/31).
52. **Review and confirmation of arrangements for insurance cover in respect of all insured risks.** It was agreed to continue with Zurich Insurance.
53. **Review of the Council's and/or employees' memberships of other bodies.** It was agreed to continue membership of CAPALC.
54. **Review of effectiveness of the system of internal control** Councillors were satisfied that they had good measures of internal control. They noted the letter from the Internal Auditor advising that the Clerk's employment was a permanent one and that appropriate registration should made for PAYE and Government Pension scheme.
55. **To consider findings of the review** It was AGREED to re-advertise the position of Clerk, and, if necessary to outsource payroll and pension services.
56. **Annual Governance Statement.** It was RESOLVED to approve the Annual Governance Statement (Proposed by R Jerman, seconded by J Lawton).
57. **Finance and adoption of accounts**
    a) The accounting statements were considered.
    b) It was RESOLVED to approve the Statement of Accounts for 2017/18 (proposed by J Lawton, seconded by R Jerman)
    c) The inspection period of 4 June–13 July would be advertised
    d) Ms Val Seekings was re-appoint internal auditor for 2018/19
    e) Councillor R Jerman was appointed new cheque signatory to replace Councillor Richardson (proposed by J Lawton, seconded by J Archer).

58. **The minutes of parish council meeting on 27 March were APPROVED and signed.**
59. **Matters arising from those minutes not on the agenda**
60. **Open Forum**
    Councillor West gave his report (attached).
    Councillor Wisson had sent a report (attached), which the Chair read out.
61. **Co-option of fifth Parish Councillor.** Mr Malcolm Gordon was co-opted (proposed by J Archer, seconded by R Jerman) and signed the Declaration of Acceptance of Office. ACTION: Clerk to send relevant documentation including Register of Interests for completion.
62. **Planning a)** 18/00621/HHFUL and 18/00622/LBC Vicarage Barn Vicarage Road Waresley
    Proposal: Demolish internal non load-bearing stud partition walls to kitchen area, perform changes to fenestration, move oil tank and fence. The Parish Council recommended APPROVAL with the following comments: there would be no visual impact from the road, it would improve the position of the oil tank (Proposed by J Lawton, seconded by R Jerman)
    b) 18/00548/S73 removal of C9 and variation 0f C11, 12 and 13 of application 9000467FUL following John's briefing at our previous meeting. The Parish Council decision and response of 16 April to OBJECT to the application was ratified. Councillor Archer was thanked for collating responses and formulating the Parish Council's reasoned response.
63. **Highways** Ditch in Gransden Road. Councillor Archer said that he hoped to be able to report soon that a solution had been found.
64. **Wall of old churchyard** Councillors noted that H Richardson had contacted several potential contractors but so far had not been able to find anyone prepared to take on the work. ACTION: Councillor Lawton to put a message on forum Touchbase; Councillor Gordon undertook to make some enquiries.
65. **Monuments**
    Pump at Manor Farm Road Junction Councillor Jack reported that Mr Bill Garner would undertake repairs.
66. **Dog waste/Litter bins** Councillor Jack reported that she had had a site visit with the District Council and was informed that the proposed site outside the Duncombe Arms was unsuitable for the installation of litter bins as a soft surface was required. The site outside the old churchyard was possible but this position was not where the bins were most required. ACTION: Councillor Jack will pursue the possibility of pole-mounted bins and get clarification on the cost of emptying them i.e. whether the quoted price was per bin or per visit.
67. **Streetlights** It was noted that several lights were still not operating effectively – e.g. they were on during the day. ACTION: Councillor Jack to supply further details to Clerk; Clerk to contact K&M Lighting and invite them to contact Councillor Jack to avoid further confusion.
68. **Finance**
    Receipt of Precept £5,000
    The following payments were APPROVED: E-ON £70.26, CAPALC Membership £159.80, Zurich Insurance £257.60,Val Seekings (Internal auditor) £40.
69. **Training** Clerk to send details of CAPALC training courses.

70. **To decide who will provide summary of meeting for *Roundabout.*** Councillor Jerman volunteered.
71. **Date of Next Meeting** Planning Meeting 29 May 7.30pm, Annual Parish Meeting 29 May 8pm, next Ordinary Parish Council Meeting 21 June 8pm.

Meeting closed: 9.50pm.

District Councillor Richard West's report 10 May 2018

District Councillor West reported that he was disappointed that the announcement of the new route for the A428 had not been made. In the past year he had been a member of the Development Management Committee, and Licensing and Protection Panel/Licensing Committee. Vice-Chairman of the Employment Committee, member of the Corporate Governance committee and a member of the Hinchingbrooke Country Park Sub-Group and the Senior Officers Panel. He had served for one year and been elected to serve another year as Chairman of the District Council.

It had been a rewarding year, meeting so many volunteers and attending many events such as awards ceremonies for young people. He would miss Barbara, who always served her ward so will, but he hoped that he and Councillor Wisson could work together for the interests of the electorate. He would try to fill the gap Barbara had left by attending more village events. He thanked members of Waresley-cum-Tetworth Parish Councilfor their decision-making – it was always a pleasure to attend meetings. He was certain that if all worked together we could support this beautiful historic village and serve the best interests of residents.

County Councillor Julie Wisson's report 10 May 2018

Last May 2017 the boundaries for the County council division changed and the county council division is now called St Neots East and Gransden and includes Loves Farm and will incorporate the additional housing on the St Neots eastern expansion of Wintringham Park and Loves Farm East.

Following the elections last May the Conservatives have a majority at the County Council. Some changes have been additional committees that have been formed, such as the Communities and Partnership Committee to reflect closer partnership working between the County Council and communities in addition to the Adult Committee, Children and Young People, Health, Highways and Community Infrastructure and Economy and Environment and Constitution and Ethics Committee.

The committee that I have served on for the past year is the Children and Young Peoples Committee and I have been working with residents of Loves Farm since the beginning of 2017 when over subscription of the Round House School on Loves Farm has made it necessary to bring forward the development of the first primary school on Wintringham Park which will be opening in temporary accommodation this September 2018 on the Round House site and the permanent school will open on Wintringham Park September 2019. I would like to thank the Parish Councillors for all their commitment and hard work to Waresley over the past year.

Please contact me by email, telephone or post or pop round for a chat if there is anything I can do to help and I look forward to serving the residents of Waresley for the next 3 years.