Parish Council of Waresley-cum-Tetworth

Minutes of Meeting Wednesday 26 June 2019, 8pm,

Present: Councillors Eleanor Jack, Jonathan Lawton, John Archer, Richard Jerman & Malcolm Gordon.

In attendance: District Councillor Richard West. Richard Price & Kevin Jones

Minutes: Rod Kerr (Clerk)

Apologies for absence: County Councillor Julie Wisson

Declaration of disclosable pecuniary interests. None

To approve minutes of parish council meeting of 14 May 2019: The minutes were read & signed as a true & correct record by chairman Eleanor Jack with one amendment regarding the conditions of the British heart Foundation Grant - "the defibrillators are to be kept unlocked".

Matters arising from those minutes not on the agenda: Councillor Lawton has carried out the bank reconciliation.

Open Forum: District Councillor West attended the A428 Consultation meeting – he thought it was well organised and confirmed the Orange Route as the preferred option. He is now back on the Licensing Committee. The Local Development Plan has now been adopted and it will hopefully make Waresley safer from unsuitable development.

Kevin Jones of 5a Gamlingay Road has a defibrillator for work until September & he is happy for its presence to be publicised and used in the event of an emergency until it is required elsewhere. He was thanked for his kind offer.

Action: Councillor Jack will publicise the defibrillator & make the village aware of how to contact Kevin.

Consultations and Procedures:

The South Cambs District Council plan for Bourn Airfield: This has been put out for public consultation. The plan includes 3500 new dwellings. The councillors agreed to comment that the new development will put additional pressure on the already busy A428 and that it would constitute a continuous development along the road, contrary to what is stated in the plan. The transport infrastructure should be put in place before construction begins.

Action: Councillor Jack will prepare a response & forward to the other councillors before submitting.

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6/19

A428 Upgrade: Councillor Jack attended a consultation event in St Neots regarding the upgrade and brought back a supply of booklets & comment forms which will be left in the village hall. The plans seem to be all that we wanted and it is hoped disruption will be kept to a minimum & is sympathetic to the environment.

Action: Councillor Lawton will follow up the Community Fund link to the A428 consultation which County Councillor Wisson was looking into to see if there would be any funds available for Waresley-cum-Tetworth.

Councillor Jack will respond on behalf of the Parish Council to the consultation confirming our approval of the proposals.

Planning: 5a Gamlingay Road 19/01129/HHFUL: The councillors discussed these plans and had no objections to them. They agreed to approve them stating there would be no impact on the immediate area and it would enhance the quality of the dwelling.

Action; Clerk to advise the planning department of the Council's decision.

Highways – a) Local Highways Initiative for 40mph buffer zone: The local consultation has produced no objections – the proposals are now going for a 3 week public consultation which is the next stage of the legal procedure. It is hoped the work will be commenced at sometime in late July or August. There has been no further progress on the repainting of the white lines at the Gransden Lane junction. Councillor Archer will chase this up.

Action: Councillor Archer to contact Highways to repaint the white lines at the Gransden Lane junction.

Highways – b) Local Highways Initiative for 20/21 – consider bid – deadline 4 August: County Councillor Wisson suggested we put in a bid to put up the Greensand Ridge signs. Councillor Archer did not think this would be considered as it is not a safety provision and would damage our credibility with the panel. Agreed by the entire parish council.

Action: Councillor Jack will respond to County Councillor Wisson explaining why we are not taking up her suggestion.

Greensand Ridge Signs: The Highways Department are still insisting on a £500 payment just to look at our request – this is too expensive and we cannot afford it. The councillors agreed to keep working on a solution, it was suggested we raised it with the press. Communications will be kept open with the Greensands organisation and we should identify any places on private land in the village where the signs could be located.

Action: Councillors Gordon & Archer will identify suitable sites on private land in the village where the signs could be located.

4/9/2019

7/19

Defibrillator: Kevin Jones was thanked again for his kind offer of a defibrillator for use until September. Councillor Gordon reminded the meeting of the current situation regarding the attempts to acquire a permanent defibrillator. We still need to find out the usage of the phone box, establish ownership of it, look at alternative positions in the village if not suitable & consider insurance costs. A lot of villages raise money to pay for theirs, therefore having total control of its position & how it is secured. District Councillor West will enquire of other villages how they have funded theirs.

Action: District Councillor West will enquire of other villages how they have funded their defibrillators. Councillor Gordon will continue to pursue all the options available, contact BT & report back to the next meeting.

Clerk to contact Zurich Municipal Insurance to see what the increase in our premium would be if we added a defibrillator worth £1500 to our inventory & if it would need to be locked.

Finance:

Recommendations from the Internal Auditor – Val Seekings has confirmed that the Clerk's salary must be subject to PAYE deductions and the council will have to set up a scheme. As the clerks' employment with HMRC precludes him from operating such a scheme or claiming VAT refunds, it was agreed that Councillor Jonathon Lawton will be appointed as the Responsible Financial Officer (RFO) for Waresley-cum-Tetworth parish Council with immediate effect and will operate the PAYE scheme, claim VAT refunds & sign off the appropriate end of year documents. Another point raised was that there should be a quarterly bank reconciliation carried out, rather than an annual one. All other aspects seem to be in order and the completed audit documents have been logged with the external auditor - PKF Littlejohn LLP as prescribed by law. The public inspection period will commence on 1 July & end on 9 August – this will be advertised on the website & in the village noticeboard.

Action: Clerk to show Councillor Lawton what is required.

A Payment of £453.00 has been received from The Friends of St James towards the costs of the tree works in the old Churchyard.

Payments Approved: R.Kerr Clerking Services for April to June 2019 (net of tax) £180.00. PAYE to HMRC for the same period £45.00 Val Seekings – Internal Audit Fee £40.00.These payments were proposed by Councillor Lawton & seconded by Councillor Jerman and approved.

After deduction of the payments approved, the current balance is **£4516.47.**

Little Gransden Airfield - update from Councillor Archer: Councillor Archer has spoken with Mark Jefferies and gave him feedback from the last parish council meeting. Mr Jefferies apologised for some of the activity on Bank Holiday Monday. Since then, things seem to be a lot quieter over the village. As stated before, if anyone notices flying activity outside the permitted hours, zones or aircraft type, they are urged to ring Mark Jeffries and the complaint will be logged and dealt with.

4/9/2019

8/19

Action: Councillor Archer will write something for the Village Crier explaining the reporting procedures, permissions & will attach a flight route map & contact details for Mark Jefferies. He will also point out that the process of co-operation seems to be working well,

Village Website: Councillor Jack has tried to contact Andy Otley to obtain access to the website so we can update it ourselves. She will continue to pursue him.

Summary of Meeting for Roundabout: The clerk agreed to do this & will do so in the future. This will no longer be an agenda item.

Date of Next Meeting: The next meeting was scheduled for Wednesday 4 September 2019 at 8pm in Waresley Village Hall.

The meeting was declared closed at 9.36pm.

Jack 4/9/2019

9/19