

CARLTON cum WILLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at St Peter's Church, Carlton On Thursday 8 February 2018

Present: - Hedley Francis, Giles Dobson, Michael Mann, Kate Homan, Paul Archer, Mary Maitland, Richard Turner - District Councillor, Andrew Fraser - District Councillor, Henry Batchelor - County Councillor

Edith Osborn - Clerk

1 **Apologies:**

Apologies were received from Stephen Roberts

A quorum was present.

As the Chairman was away, The Vice-Chairman, Hedley Francis, took the Chair for this meeting.

2 **Minutes** of the Meeting held on 9 November 2017.

The minutes of the meeting held on 9 November 2017 were reviewed. Paul Archer proposed that the minutes be approved and Kate Homan seconded the proposal.

3 **Declarations of Interest**

No councillor had any new interests to declare.

4 **Administration**

Giles Dobson arrived.

4.1 Risk assessment

The draft Risk Assessment was reviewed. The only potential new risk identified was if the Clerk's computer was attacked and any personal information was accessed as the new Data Protection regulations coming into force in May are more stringent.

Legal advice was as yet unclear whether the Clerk could also still be the Data Protection Officer. Kate Homan proposed that the Risk Assessment be approved and Giles Dobson seconded the proposal.

4.2 Internal Control Review 2018

The papers were reviewed

Giles Dobson proposed that the Internal Control Review for 2018 be approved and Paul Archer seconded the proposal.

4.3 Elections 2018

The Clerk noted that all elections for Parish and District Council seats would be held for the first time on the same day, 3 May 2018. Election documentation will be circulated when available from the District Council.

5 **Finance**

5.1 Payments proposed for authorisation were:

5.1.1 St Peter's Church	£ 158.07
5.1.2 Clerk's salary	£ 1,384.19
5.1.3 Clerk's expenses	£ 50.05
5.1.4 Village Voice	£ 45.00
5.1.5 CGM Chq 316	£ 114.00

Hedley Francis reviewed the usual payments at this time of year.

Giles Dobson proposed that the payments be authorised and Paul Archer seconded the proposal.

5.2 Receipts, payments and reconciliation as at 31 January 2018

It was noted that two entries on the Receipts and Payments sheet were dated 2016 not 2017. The Clerk will alter the digits.

CARLTON cum WILLINGHAM PARISH COUNCIL

Kate Homan proposed that the accounts as at 31 January 2018 be approved and Hedley Francis seconded the proposal.

6 Planning.

6.1 There was no update on when work would start on the Willingham Green site.

7 Environmental

Mary Maitland arrived

7.1 Millenium Walkway and S106 monies

It was agreed that the edging of the Millenium Walkway needed to be replaced and that the upgrade of the path was too big a job for the residents to undertake. Therefore the Clerk would seek three quotations to have the path upgraded and find out how much the options would cost. Tractors have eroded the verges through the main village and in Carlton Green. Stephen Roberts had written to Thurlow Estate about vehicles breaking the edges on their way to and from the farm but had had no reply as yet. It would be useful if residents could take a note of the registrations of vehicles which are seen to be destroying the verges so that they could be followed up.

7.2 Signs in Willingham Green

Mary Maitland advised that the Council had attended the site to look at the position of the sign but not moved it. The sign had not been struck yet.

7.3 Footpaths/road surfaces

Henry Batchelor advised that the Highways department had been asked to clean the gulleys but as there was no list of all the gully positions available, their first visit had not been as productive as residents may have liked. Stephen Roberts had uncovered some gulleys which had not been inspected. Henry reported, on behalf of Nicola Burden, that a contractor had been employed to carry out an inventory and clean all gulleys. No start date was available yet.

7.4 BT phone box

Giles Dobson advised that the process of obtaining a defibrillator was taking longer than anticipated but he was still working on it.

7.5 Speed restriction indicators

Paul Archer confirmed that the SIDs were now being used in other villages. Balsham PC is paying for the insurance policy for the SIDs with each PC covering the £100 excess when the SIDs are in their custody. It was proposed that this arrangement be accepted and all councillors agreed.

7.6 S137 Party in Summer 2018

The Clerk advised that the S137 amount per resident for 2017/18 is £7.57. It was suggested that funds raised at a party in June could be allocated to the Royal British Legion and/or Help for Heroes. Suggestions for the party to be decided by the next meeting.

8 District Councillor's report

Cllr Andrew Fraser reported on a number of issues:

- Proposed modifications to the Local Plan are to be notified to the Inspector by 16 February 2018, the end date for the Consultation, and thereafter assessed before the Plan is adopted. In the meantime the Council is still open to speculative planning applications for development
- A note should have been put through letterboxes about recycling metal and a second leaflet should be distributed on 5 March. Metal objects are to be put in the blue bin rather than black bin.
- The local liaison forum set up to improve traffic flow has three proposed strategies but the preferred option is a mass rapid transport system, part of the Cambridgeshire Autonomous Metro, running from Sawston to Cambridge together with a new P&R scheme at Four Wentways.

CARLTON cum WILLINGHAM PARISH COUNCIL

- Community Chest -there is still money available to be applied for, maximum of £1,000 per project, could be spent on footpaths, public spaces.
- The proposal for the Linton bypass is focussing on an off-road bus route, maybe on the old railway line. The Combined Authority is keen to look at railways. There are 3 phases to this project.

9 County Councillor's report

Henry Batchelor reported as follows:

- The level of council tax for the last two years has remained the same which has lead to cuts in Children's Centres. This year Council Tax will increase by 2.99 % on the general fund with 1.99% on the social care budget.
- As of April 2018, it has been agreed that the Greater Cambridge Partnership will take on the cost of parking at P&R sites. It was agreed that the parking system was not user-friendly so will be removed.
- He mentioned Supported Lodgings (fostering) whereby families offer a young adult a room once they move from the care system into society. There is a financial contribution of £250 per week for the family.
- The Greater Cambridge Partnership are in the final stages of consulting on the A1307, results can be seen in seven weeks time.
- In regard to speeding in the villages, he had spoken to Highways who suggested that the Police enforce the speed limit, thereafter contact the Highways again to request a lower speed limit. He would let the Clerk know who to contact at Police Headquarters.
- Paul Archer queried the £1 per week which was being added to Council Tax for police services on top of the increase in Council Tax for the 2018/19 financial year

10 General observations or matters for consideration at the next meeting (formerly AOB)

Giles Dobson advised that hare coursing was taking place at Six Mile Bottom and was being run by people who lived elsewhere but were attracted to the area as Cambridge Police were not being tough enough on them.

11 Parish Meeting Agenda – items to be included

Party in the Summer.

The next Parish Council Meeting will be held on Thursday 3 May 2018 at 7.30pm.

The Meeting closed at 9.10pm.