

**ALL COUNCILLORS OF**  
**SOMERSHAM PARISH COUNCIL**

**ARE SUMMONED TO THE NEXT MEETING**  
**AT The Millennium Sports Pavilion, The Trundle, Somersham**  
**On Monday 13<sup>th</sup> February 2017 at 7.30 p.m.**  
**THE PUBLIC & PRESS ARE CORDIALLY INVITED TO BE PRESENT**

**PLEASE NOTE: MOBILE PHONE's must be set on silent/vibrate.**  
**APPLICABLE TO COUNCILLORS, PRESS AND MEMBERS OF THE PUBLIC.**

**AGENDA**

- 1. To Accept Apologies for Absence**
- 2. To Acknowledge Correct Procedure & Meeting Etiquette**
  - a. Copies provided to all councillors in July & November 2015 & August 2016
- 3. To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the revised Code of Conduct on 9<sup>th</sup> June 2014. **ALL Dispensation requests must be made to the Clerk prior to the meeting.**

**4. To Agree to hold a Public Forum**

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting.

**Please note:** When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting.

At the close of this agenda item members of the public will no longer be permitted to address the Council.

**At the meeting held on 16<sup>th</sup> January 2017 matters discussed were:** The architect spoke on behalf of - 16/02716/FUL Oak Acres Farm, Parkhall Road, Somersham. The property owners spoke on their resubmitted plans for a self-build - 16/02633/FUL Land at West side of 2, Hammond Way, Somersham

**At the meeting held on 6<sup>th</sup> February 2017 no matters were discussed.**

**5. To Co-Opt Parish Councillors to Fill the Vacancies**

**6. To Discuss Planning Matters – available to view on line at [www.somersham-pc.gov.uk](http://www.somersham-pc.gov.uk)**

**PLANNING APPLICATIONS – dates extended where relevant**

F/YR17/0015/F	Barn east of Ashwood, Chatteris Road, Somersham	30 January
	Upgrade junction and form passing spaces on existing access road	
	Councillors reviewed this application prior to the meeting and agreed no response was required.	
16/02694/HHFUL	22, Cranfield Place, Somersham	2 February
	First floor extension over existing garage	
17/00023/FUL	Floral Elegance Florist, Pidley Sheep Lane, Pidley	7 February
	Permission for permanent use of site for Florist Business (A1)	
17/00066/TELDET	Land rear of Telephone exchange, Station Approach, Somersham	9 February
	Installation of a 20-metre-high telecommunications monopole with 6 antennas	
16/02473/FUL	Land north of 107 and 109, High Street, Somersham	22 February
	To redevelop the land to create 3 No 4 bed houses, with associated garaging and parking	
17/00092/HHFUL	8, Crane Close, Somersham	23 February
	To extend over the existing garage at first floor	

**PLANNING APPLICATIONS APPROVED**

16/02023/FUL & 16/02024/LBC	103, High Street, Somersham.
	Amendments to approved applications 1401288FUL & 1401827LBC for alterations to Units 5 and 6 and the creation of an additional Unit (Unit 7)

16/02026/FUL & 16/02025/LBC 103, High Street, Somersham.  
Amendments to approved applications 1401288FUL & 1401827LBC for alterations to the town houses (Units 1 & 2), bungalow (Unit 3) and Chalet (Unit 4)

16/02167/FUL 24, Norwood Road, Somersham  
Replacement dwelling

### **PLANNING ENFORCEMENT MATTERS**

Matters outstanding:

- 0900490OUT and 120063FUL – Land rear of 52, High Street, Somersham. Erection of single storey dwelling & garage. Front wall

### **PLANNING CONSULTATION**

Emailed to Councillors the link for:

Huntingdonshire District Council – Designation of Neighbourhood Area

Start date 30/01/2017 End date 13/02/2017

### **PLANNING INFORMATION**

HDC – Planning advice note on how to respond to planning applications

## **7. To Approve the Minutes of the Meetings held on 16<sup>th</sup> January & 6<sup>th</sup> February 2017**

## **8. To Accept the Police Report**

Emailed to Councillors:

- i. Neighbourhood Watch Alerts

## **9. To Accept a Report from County & District Councillor S Criswell and District Councillor G Bull**

## **10. To Accept the Parish Clerk's Report Inc.**

### **Matters Arising Report & Updates:**

Correspondence emailed to councillors:

- i. RSN online – weekly updates
- ii. HDC – Waste Collection Rounds are changing from 27<sup>th</sup> February 2017
- iii. Environment Agency – Setting up a Community Flood Group
- iv. Cambridgeshire ACRE – Developing a Resilient Future for the Ouse Washes Landscape. 21 February, Ely Cathedral 6.45pm – 9.15pm
- v. Plunkett Foundation Call to Action

Hard copy correspondence:

- vi. M & G Investments quarterly statement

## **11. To Discuss Finance & Risk Management Matters including: -**

- To Agree the Monthly Accounts
- To Approve the Budget at Quarter 3
- To Approve a planting scheme budget @ £500
- To Recommend Adopting Updated Financial Regulations
- To Recommend Adopting the Payroll Policy
- To formalise reporting 'initiated payment' on the Unity Trust Bank
- To update on the Quarterly Risk Assessments
- To Report LittleJohn LLP will remain the External Auditors for financial year 2016-2017

## **12. To Report the Desktop Building Valuations**

Currently both buildings are insured for - £855,185.23.

To recommend the insurance cover is updated with the valuations below:

- Norwood Building valuation - £429,000
- Millennium Sports Facility valuation - £1,157,000

Additional pro-rata cost £817.71 (Norwood B £192.98 & £624.73 Millennium Pavilion)

## **13. To Discuss Highway Matters including Public Footways - Repairs/ Maintenance**

Correspondence emailed to councillors:

- CCC – Bust time table updates
- A14 Cambridge to Huntingdon bulletin – Issue 2
- Community Roadwatch (UK) CIC – update 15<sup>th</sup> Jan 2017

## **14. To Discuss Street Lighting Matters inc repairs**

**15. To Request an Update on HDC's Tree Nursery**

- Mr Sutton

**16. To Discuss Somersham Carnival Committee's Requests for 2017**

**17. To Discuss Somersham Town Bowls Club Request for a letter of Support for Grant Funding**

**18. To Receive Reports from Somersham Parish Council Working Parties & Representatives:**

- The Norwood Playing Field/ Norwood Building**
- The Victory Hall Management Committee**
- Amenity Area Working Party** (inc Definitive Footpaths)
  - Working Party next meeting 20<sup>th</sup> February 2017
- Friends of Somersham Local Nature Reserve & Somersham Lake**
  - Report from Mr McCloskey
- Youth Working Party / Youth Club Report**
- Community Library**
  - Report from Mr McCloskey
- Millennium Sports Facility**
- Localism Working Party & Somersham Time Bank**
- Communication Working Party**
  - Meeting 7<sup>th</sup> February 2017
- To Receive Reports of External Meetings Attended by Parish Councillor's**

**19. To Accept Notices & Matters for the next Agenda**

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

**Signature** *Mrs P Bryant* 7<sup>th</sup> February 2017

Penny Bryant Proper Officer/Parish Clerk The Norwood Building, Parkhall Road, Somersham PE28 3HE

**The Next meeting will be held in the Millennium Pavilion on Monday 13<sup>th</sup> March 2017**

ACCOUNTS	13th February 2017	Vat	TOTAL	Cost Centre
Wages	Salaries	0.00	5594.67	5,594.67 Bacs Salaries
LGSS	Pension Fund	0	1502.72	1502.72 Bacs Pension
E-on Energy	Street lighting			Bacs Street Lighti
ESPO	Norwood Building - gas	4.78	95.61	100.39 Bacs Norwood Bu
	Community library - gas	4.75	94.94	99.69 Bacs Library
Viking Payments	Stationary	2.9	69.52	72.42 Bacs Administrati
	Refreshments/ rubber door mat/stool	15.75	113.71	129.46 Bacs Admin/Norv
S Blackwell	Work on trees	0.00	960	£960.00 Bacs Tree surgery
Walters Ltd	Printing costs	30.88	154.39	£185.27 Bacs Norwood Bu
LimeTree Marketing	Somersham4u Newsletter - Feb/March	0	448.5	£448.50 Bacs Newsletter
S Blackwell	work on trees	0	480	£480.00 Bacs Tree surgery
Cambridgeshire CC	Crafts	0	26	£26.00 Bacs Youth Club
	Crafts	0	55.35	£55.35 Bacs Youth Club
Victory Hall MC	Hall hire	0	130.5	£130.50 Bacs Youth Club
Cole & Day	January 2017 - Fuel	8.45	42.23	£50.68 Bacs Kubota Trac
	<b>TOTAL</b>	<b>67.51</b>	<b>9768.14</b>	<b>9,835.65</b>
				9,835.65
<b><u>Electronic payments</u></b>				
Talk Talk	Telephone/Broadband			DD Administrati
Talk Talk	CIC-01487 840266	5.82	29.09	£34.91 DD Library
Carphone warehouse	L Bird - mobile contract payment	1.25	6.25	£7.50 DD Time Bank -
	P Bryant - mobile contract payment	1.25	6.25	7.5 DD Administrati
	M Tyers - mobile contract payment	1.25	6.25	£7.50 DD Administrati
Huntingdonshire DC	Sea Container - rates	0	48	£48.00 DD Administrati
BT	Broadband - email/websites			DD Administrati
Southern Electric	Library - electricity	7.99	159.92	£167.91 DD Library
	Norwood Building - electricity	8.21	164.23	£172.44 DD Norwood Bu
	<b>TOTAL</b>	<b>25.77</b>	<b>419.99</b>	<b>445.76</b>
				£445.76
<b><u>Cheques</u></b>				
J Waters	Flailing	67.6	338	405.6
HMRC	Tax & NI (December)	0	0	0
Mick George Ltd	3rd party contribution to funding	0	1122	1122
Somersham Town Band	Donation - switch-on event	0	50	50
HMRC	Tax & NI (30 Jan 2017)	0	1624.42	1624.42
		<b>67.6</b>	<b>3134.42</b>	<b>3202.02</b>
				3202.02

**Optimum Card**

Northamptonshire Council	DBS check costs x 3	0	177	177	Youth Club
Amazon Uk	Staff gift cards	0	30	30	Salaries
	Staff gift cards	0	110	110	Salaries
	Staff gift card	0	10	10	Salaries
	Tuck	0	32	32	Youth Club
	Hedbanz: The game	0	10.5	10.5	Youth Club
	Soft foam footballs x 3	0	18.99	18.99	Youth Club
Teresa Clark	Tuck & crafts (23 Jan)	0.28	15.52	15.8	Youth Club
	Tuck & crafts (27 Jan)	1.33	31.01	£32.34	Youth Club
Lucy Bird	Time Bank expenses	0	30.92	30.92	Time Bank
	Time Bank expenses	£0.00	5.95	£5.95	Time Bank
Teresa Clark	Tuck (2 Feb)	0	32.4	32.4	Youth Club
	Tuck (7 Feb)	0	3.1	£3.10	Youth Club
		<b><u>1.61</u></b>	<b><u>507.39</u></b>		<b><u>509</u></b>
				509	