

ALL COUNCILLORS OF
SOMERSHAM PARISH COUNCIL

ARE SUMMONED TO THE NEXT MEETING
AT The Millennium Sports Pavilion, The Trundle, Somersham
On Monday 10th April 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 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 9th June 2014. **ALL Dispensation requests must be made to the Clerk prior to the meeting.**

- 3. 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 13th March 2017 Matters discussed were: 17/00188/HHFUL 33, Parkhall Road, Somersham.

Proposed extension and dormer roof window

- 4. To Discuss Planning Matters – available to view on line at www.somersham-pc.gov.uk**

PLANNING APPLICATIONS – dates extended where relevant

17/00386/CLED	Little Orchard, Parkhall Road, Somersham, PE28 3HG	27 March
	Use of an outbuilding, comprising a workshop, office and store as approved pursuant to planning permission 0703783FUL, as residential accommodation tied to host dwelling and retention of existing ancillary garage.	
17/00459/HHFUL	1, The Trundle, Somersham, PE28 3JW	31 March
	Single storey flat roof infill extension	
17/00487/HHFUL	26, Hammond Way, Somersham, PE28 3YE	5 April
	Proposed two storey rear extension	
17/00523/FUL	Old Spot Farm, Parkhall Road, Somersham, PE28 3HQ	12 April
	Replacement of a building in a range of buildings under renovation, with a proprietary portal framed building.	
17/00273/HHFUL	18, Bank Avenue, Somersham PE28 3DH	17 April
	Fence will be 6ft high	

PLANNING APPLICATIONS APPROVED

16/00846/FUL	Land at 139 High Street, Somersham
	Construction of a 2-bed bungalow
17/00092/HHFUL	8, Crane Close, Somersham
	To extend the existing garage at first floor to create another bedroom

PLANNING CORRESPONDENCE

HDC – Street naming & numbering – Allocation of address to residential property on Parkhall Road, Somersham. To be known as Fenway, 25B, Parkhall Road, Somersham.

5. To Approve the Minutes of the Meeting held on 13th March 2017

6. To Accept the Police Report

Emailed to Councillors:

- i. Neighbourhood Watch Alerts

7. To Accept a Report from County & District Councillor S Criswell and District Councillor G Bull

- a. Cllr Criswell – report on public transport issues
- b. Elections Office – notice of election of County Councillors

8. To Accept the Parish Clerk's Report Inc.

Matters Arising Report & Updates:

Correspondence emailed to councillors:

- i. RSN online – weekly updates

Hard copy correspondence:

- ii. M & G Charibond quarterly statement
- iii. EACH – request for a donation towards the Children's Hospice
- iv. Cambridgeshire ACRE – A Mini guide to the Ouse Washes Landscape

9. To Discuss Finance & Risk Management Matters including: -

- o To Agree the Monthly Accounts
- o To Consider changing the current website provider ParishCouncil.net to a new provider
 - o Vision ICT Quote £1400 to create & move all data to a new site (Yr. 1), then £25 per year
 - o Additional quotes being sourced
- o To Approve the Norwood Playing Field & squash court hire charges for 2017
- o To Approve part funding an internet receiver for the Millennium Sports Pavilion @ £400
- o To Adopt the Updated Fire Risk Assessment
- o To Adopt the Updated Risk Management Scheme
- o To Review the draft Budget as at 28th March 2017

10. To Discuss Highway Matters including Public Footways - Repairs/ Maintenance

Correspondence emailed to councillors:

- o CCC – Bus time table updates
- o Highway Improvement Bid 2017/18 – successful bid to improve the White Post Junction, St Ives Road/Pidley Road
- o A14 Cambridge to Huntingdon – mobile visitor centre – proposed date to book?
- o HDC – Update on Orphan Site Grounds Maintenance

11. To Discuss Street Lighting Matters inc repairs

12. HDC – Update on the Tree Strategy for Huntingdonshire

- a. Emailed to councillors

13. To Approve an Offer to Extend the Scout Hut Lease to 1st Somersham Scouts for an additional 5 years

- a. Current Lease expires on 7th June 2017

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

- a) **The Norwood Playing Field/ Norwood Building** – Play area inspections will be carried out in April 2017
- b) **The Victory Hall Management Committee**
 - Draft Minutes 14th March 2017 & Chairman's Report 1st Jan – 31st Dec 2016
 - Request received for a 3rd Parish Councillor representative to replace 2 committee resignations
- c) **Amenity Area Working Party** (inc Definitive Footpaths)
 - Working Party meeting held 20th February 2017
 - To Purchase 5 new young children's play equipment from CIL money @ £2050 + vat
- d) **Friends of Somersham Local Nature Reserve & Somersham Lake**
 - Report from Mr McCloskey
- e) **Youth Working Party / Youth Club Report**
 - Youth work provision Summer holidays 2017
- f) **Community Library**
 - Report from Mr McCloskey
- g) **Millennium Sports Facility**
- h) **Localism Working Party & Somersham Time Bank**
- i) **Communication Working Party**
 - Meeting held 4th April 2017
 - To Approve an Advertising Policy for the Public Shelter at The Cross
- j) **Personnel Working Party** - Motion to exclude public & press: In accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that as publicity would be prejudicial to the public interest because of the confidential nature

of the business about to be transacted at Agenda Item 12 (J) namely the Personnel Working Party, it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and will be instructed to withdraw.

- Meeting Held on 28th March 2017
- To Discuss the 2017/2018, Pay scale @ 1% increase
- To Discuss Miss Blewett's request to transfer her pension provider to NEST
- To Report the Proposal for a long-term Pension Provider Review
- To Discuss the Youth Manager Position
- To Discuss Purchasing BrightPay UK Payroll software @ £148 + vat
- To Discuss Purchasing Name Place holders for Parish Councillors @ £5.60 each x 16 =£89.60
- To Adopt the updated 'Training Statement of Intent'

k) **To Receive Reports of External Meetings Attended by Parish Councillor's**

15. 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* **5th April 2017**

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

The next meeting will be the Annual Meeting held in the Millennium Pavilion on Monday 8th May 2017 at 7.30 pm

The Annual Parish Meeting will be held on Monday 15th May 2017 at 7.30 pm in the Millennium Pavilion

Steve Criswell, Chairman

ACCOUNTS	13th March 2017	Vat		TOTAL		Cost Cent
Wages	Salaries	0.00	5852.46	5,852.46	Bacs	Salaries
LGSS	Pension Fund	0	1502.72	1502.72	Bacs	Pension
E-on Energy	Street lighting	3.37	67.47	£70.84	Bacs	Street Lig
ESPO	Norwood Building - gas	22.69	113.47	136.16	Bacs	Norwood
	Community library - gas	26.77	133.85	160.62	Bacs	Library
S Blackwell	Work on trees	0.00	960	£960.00	Bacs	Tree surg
	Storm damage clear up - ' Doris'	0	930	930	Bacs	Tre work
SLCC Enterprises Ltd	Practitioners Conference x 2 places	498	46.4	544.4	Bacs	Training
Glasdon UK Ltd	Fido bins	158.92	794.64	953.56	Bacs	Amenity
SSLA	Hire of pavilion function room	0	20	£20.00	Bacs	Administ
Ryness Electrical Supplies Ltd	QVS electrical bits	1.7	8.5	£10.20	Bacs	C Lights
						Norwood
Came & Co	Building insurance update cost	0	817.71	£817.71	Bacs	Pav
VHMC	Hall hire - February 2017	0	130.5	£130.50	Bacs	Youth Clu
Cole & Day	Tractor fuel - February 2017	15.19	75.97	£91.16	Bacs	Kubota tr
PSK Installations	GSM/3g line rental - CCTV High Street	11.1	55.5	£66.60	Bacs	CCTV - Hi
Benchmark Electrical Ltd	Tag system electrical work	210.4	1052	£1,262.40	Bacs	Norwood
Balfour Beatty	Year 2 of Street lighting maintenance	113.5	567.5	£681.00	Bacs	Street lig
	TOTAL	1,061.64	13128.69			14,190.33
				14,190.33		
Electronic payments						
Talk Talk	Telephone/Broadband				DD	Administ
Talk Talk	CIC-01487 840266			£0.00	DD	Library
Carphone warehouse	L Bird - mobile contract payment	1.25	6.25	£7.50	DD	Time Ban
	P Bryant - mobile contract payment	1.25	6.25	7.5	DD	Administ
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD	Administ
Huntingdonshire DC	Sea Container - rates	0	48	£48.00	DD	Administ
BT	Broadband - email/websites				DD	Administ
	TOTAL	3.75	66.75			70.5
				£70.50		
Cheques						
HMRC	Tax & NI -27 Feb 2017	0	1643.42	1643.42		Chq No 300
Maddingly Mulch	Play bark	223.67	1118.33	1342		300
		223.67	2761.75			2985.42
				2985.42		
Optimum Card						
Mrs P Bryant	14th Feb - Work gear - SSLA Caretaker	0	25.97	25.97		SSLA

Mrs T Clark	Tuck - 21st Feb	0	39.17	39.17	Youth Clu
Mrs L Bird	Coffee morning - 17th Feb	0	9.04	9.04	Time Ban