

ALL COUNCILLORS OF
SOMERSHAM PARISH COUNCIL

ARE SUMMONED TO THE ANNUAL MEETING
AT The Millennium Sports Pavilion, The Trundle, Somersham
On Monday 8th May 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 Elect the Chairman**
- 2. To Elect the Vice Chairman**
- 3. To Co-opt Parish Councillors to Working Parties, Committees and as Representatives**
- 4. To Accept Apologies for Absence**
- 5. 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.**

6. 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 10th April 2017 Matters discussed were: Bus services from Somersham with some matters improved since Cllr Criswell's intervention with the C bus. Increasing amount of traffic via Hammond Way / Cranfield Place to avoid the High Street and driving on the residential roads at speed; also an issue at Grange Road.

7. To Co-opt Parish Councillors to Fill the Vacancies

8. 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

17/00636/HHFUL	12, Locksgate, Somersham PE28 3HZ 2 storey extension to the side of dwelling & single storey rear extension following demolition of existing conservatory and separate garage	26 April
17/00874/NMA	4, Rectory Lane, Somersham Amendment to application reference 15/00076/FUL for the amendment to position of existing dwelling located on adjacent land.	11 May

PLANNING APPLICATIONS APPROVED

16/02716/FUL	Oak Acres Farm, Parkhall Road, Somersham Erection of two dwellings following demolition of existing barn	
17/00188/HHFUL	33, Parkhall Road, Somersham Proposed extension and dormer roof window	
17/00401/HHFUL	8, Queens Road, Somersham Ground floor and first floor extensions and alterations to dwelling and erection of detached garage.	
17/00386/CLED	Little Orchard, Parkhall Road, Somersham, PE28 3HG 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	

Single storey flat roof infill extension

17/00487/HHFUL

26, Hammond Way, Somersham, PE28 3YE
Proposed two storey rear extension

PLANNING CORRESPONDENCE

HDC – Street naming & numbering – Allocation of address to residential property – new bungalow at High Street, Somersham to be known as 139A, High Street

PLANNING CONSULTATIONS – emailed to councillors

HDC – Local Plan Viability Testing – invitation to comment on assumptions by 28th April & attend Consultation Event on 24th April – no comments proposed.

Houghton & Wyton Neighbourhood Plan: Proposed Alternative Modifications

Start date: 07/04/17

End date: 22/05/17

9. To Approve the Minutes of the Meeting held on 10th April 2017

10. To Accept the Police Report

Emailed to Councillors:

- i. Neighbourhood Watch Alerts

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

12. 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. Carers Trust request for support

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

- o To Agree the Monthly Accounts
- o To Discuss changing the current website provider ParishCouncil.net to a new provider
- o To Consider Parish Councillors Training Report – Jan 2014 – April 2017
- o To Accept Parish Councillors Attendance Records for May 2016 - 2017
- o To Report Parish Councillors were emailed an electronic copy of The Practitioners Guide 2016 and advised a hard copy is available in the Parish Office to review at all times
- o **Internal Auditor**
 - o To review again the Mid-Year Internal Auditors Report 2016 to confirm compliance
 - o To Discuss Appointing the Internal Auditor for 2017 - 2018
- o **To Approve:**
 - o The Annual Accounts for 2016-2017
 - o Annual Return 2016- 2017

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

Correspondence emailed to councillors:

- o CCC – Bus time table updates
- o A14 Cambridge to Huntingdon April 2017 newsletter

15. To Discuss Street Lighting Matters inc repairs

16. HDC – Update on the Tree Strategy for Huntingdonshire

- a. Emailed to councillors for a second time

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

- a) **The Norwood Playing Field/ Norwood Building**
- b) **The Victory Hall Management Committee**
 - Draft Minutes 11th April 2017
- c) **Amenity Area Working Party** (inc Definitive Footpaths)
- d) **Friends of Somersham Local Nature Reserve & Somersham Lake**
 - Report from Mr McCloskey
- e) **Youth Working Party / Youth Club Report**
 - Report from Miss Minter
- f) **Community Library**
 - Report from Mr McCloskey
- g) **Millennium Sports Facility**

- h) **Localism Working Party & Somersham Time Bank**
- i) **Communication Working Party**
 - Report from Mr McCloskey
- j) **To Receive Reports of External Meetings Attended by Parish Councillor's**
 - Cambridgeshire ACRE Town & Parish Council Survey Results workshop – 25th April 2017

18. 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* **2nd May 2017**

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

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

The next ordinary parish meeting will be held in the Millennium Pavilion on Monday 5th June 2017 at 7.30 pm

Steve Criswell, Chairman

ACCOUNTS	8th May 2017	Vat	TOTAL	Cost C		
Wages	Salaries	0.00	5544.28	5,544.28	Bacs	Salaries
LGSS	Pension Fund	0	751.93	751.93	Bacs	Pension
NEST	Pension Fund	0	62.34	62.34	DD	Pension
E-on Energy	Street lighting	3.37	67.47	£70.84	Bacs	Street
Friends of Rings End	Pedestrian mower - contribution for SNRG	0	1790	1790	Bacs	SNRG
S Blackwell	Tree work - Bridleway 7	0	310	310	Bacs	Tree w
City of Ely Council	Fire Warden training	13.00	65	£78.00	Bacs	Trainin
PSK Installations	60 no net 2 fobs	48	240	288	Bacs	Admin
Cole & Day	March fuel	16.23	81.16	97.39	Bacs	Kubota
Mrs P Bryant	Optimum card top up	0	450	450	Bacs	Admin
ESPO	Norwood Building - gas	3.46	69.12	£72.58	Bacs	Norwo
	Community Library - gas	3.56	71.2	£74.76	Bacs	Library
Viking Payments	Stationary	4.35	21.77	£26.12	Bacs	Admin
Anglian Water	Sewerage charges	0	185.62	£185.62	Bacs	Norwo
						Time
Banana Moon	Time Bank promo t-shirts	28.66	143.3	£171.96	Bacs	Bank
SLCC Enterprises Ltd	Community Profiling: A Practical Guide	0	16.99	£16.99	Bacs	Admin
Steve Blackwell	Tree surgery	0	480	£480.00	Bacs	Tree s
	TOTAL	120.63	10350.18	10,470.81		
				£10,470.81		
<u>Electronic payments</u>						
Talk Talk	Telephone/Broadband	9.67	48.32	£57.99	DD	Admin
Talk Talk	CIC-01487 840266			£0.00	DD	Library
Carphone warehouse	L Bird - mobile contract payment	1.25	6.25	£7.50	DD	Time B
	P Bryant - mobile contract payment	1.25	6.25	7.5	DD	Admin
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD	Admin
Huntingdonshire DC	Sea Container - rates	0	0	£0.00	DD	Admin
	TOTAL	13.42	67.07	80.49		
				£80.49		
<u>Cheques</u>						
		0		0		Chq N
<u>Optimum Card</u>						
Lucy Bird	Refreshments	0	7.09	7.09		Time
						Bank
Teresa Clark	Tuck	0	10	10		Youth
Teresa Clark	Training course	0	36	36		Club
						Trainin
Teresa Clark	Tuck	0	27.9	27.9		Youth
						Club
Teresa Clark	Tuck	0	1.55	1.55		Youth
Penny Bryant	Heavy duty Work Socks	0	12	12		Club
						Millen

Penny Bryant	Refreshments	0	6	6	Parish
Penny Bryant	Place name holders	11.16	55.93	67.09	Admin
Penny Bryant	BrightPay Software	29.6	148	177.6	Parish
Penny Bryant	BrightPay Software	29.6	148	177.6	Millen
Penny Bryant	Fire Marshall - high viz jacket	0	6.75	6.75	Parish
Penny Bryant	Wickes /pergola post	4.21	21.03	25.24	Fire ho