



**MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL**
Held in the Millennium Sports Pavilion, The Trundle, Somersham
On Monday 13th February 2017 at 7.30 p.m.

PRESENT WERE:

Miss D Carr
Mr S Criswell (in the Chair)
Mr M Hoy
Mr M Greaves
Mrs D Jones
Mr P McCloskey
Miss L Minter
Mr G Siggs
Ms D Skeggs
Mr R Sutton
Mrs P Bryant, Parish Clerk

IN ATTENDANCE: David McCandless + Cllr John Davies for Roadwatch, plus 5 members of the public.

1. APOLOGIES

Apologies for absence were accepted from:

Mr R Fabb – personal
Mr A Hulme – work commitments
Mrs L Robertson – personal
District Cllr Graham Bull – personal

2. MEETING ETIQUETTE

a. Copies provided to all councillors in July & November 2015 & August 2016

3. PARISH COUNCILLOR’S DECLARATIONS OF INTEREST

Miss D Carr declared a personal interest in a planning application near to her property - 17/00066/TELDET Land rear of Telephone exchange, Station Approach, Somersham. Installation of a 20-metre-high telecommunications monopole with 6 antennas

4. PUBLIC FORUM

It was proposed by Mr Siggs, seconded by Mr Sutton and RESOLVED by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in an open forum.

The meeting was closed at 7.34 pm and reconvened at 7.53 pm.

Matters discussed were: Complaints about the bus service in the village, the service has changed quite a bit in the last few months and a number of services lost. Cllr Criswell offered to do a cogent reply in response to concerns and possible support from the Parish Council to the bus companies if the ladies send all their information to him as the County Councillor.

16/02473/FUL Land north of 107 and 109, High Street, Somersham. To redevelop the land to create 3 No 4 bed houses, with associated garaging and parking. The main concern is overlooking and loss of light to properties at No 14 & No 16 Whitehall Close.

David McCandless – Roadwatch presentation

5. CO-OPTION OF PARISH COUNCILLORS

No applications have been received.

6. PLANNING MATTERS

F/YR17/0015/F Barn east of Ashwood, Chatteris Road, Somersham
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
First floor extension over existing garage
It was proposed by Mr Sutton, seconded by Mr Siggs and RESOLVED by a unanimous vote to recommend no objection. The proposal is in keeping with nearby properties and will not affect the street scene.

17/00023/FUL Floral Elegance Florist, Pidley Sheep Lane, Pidley
Permission for permanent use of site for Florist Business (A1)
It was proposed by Mr Sutton, seconded by Ms Skeggs and RESOLVED by a unanimous vote to recommend no objection. There are no additional buildings and the status quo remains so there should be no issues.

17/00066/TELDET Land rear of Telephone exchange, Station Approach, Somersham
Installation of a 20-metre-high telecommunications monopole with 6 antennas
It was proposed by Mr Sutton, seconded by Mrs Jones to recommend no objection. This was RESOLVED by 8 votes for and 1 abstention with the same proviso as previously requested. Councillors recommend the applicant makes efforts to allow additional major service providers the opportunity to use the facility as it will greatly benefit the local community. At present the proposed telecommunication facility will only benefit O2 and Vodafone users.

16/02473/FUL Land north of 107 and 109, High Street, Somersham
To redevelop the land to create 3 No 4 bed houses, with associated garaging and parking
Ms Skeggs said she welcomes the idea to regenerate the area but as this is possibly the last open space within the village the parish council should take care of what is actually built there. Ms Skeggs proposal is to have a mixed development of starter homes, flats, housing for older people as well as younger people rather than expensive high end housing as per the plans submitted.

The Parish Clerk and Chairman reminded councillors several times the proposal is not a material consideration. Any proposal for a planning application must be based on the plans submitted and refer to the actual plans in front of them and not what could be put there instead. The Clerk said councillors must be aware the planning department may not take any action if these comments are submitted.

It was proposed by Ms Skeggs and seconded by Mr Hoy to object, this was RESOLVED by 8 votes for and 1 abstention. Councillors object to the plans submitted as they do not feel executive high-end homes are required. Councillors have no objection to the idea to regenerate the area but believe it should be a mixed development of starter homes (perhaps flats) and housing for older people.

Councillors made no recommendations on the actual planning application as submitted.

17/00092/HHFUL 8, Crane Close, Somersham
To extend over the existing garage at first floor
It was proposed by Mr Siggs, seconded by Mrs Jones and RESOLVED by 8 votes for and 1 abstention to recommend no objection. The proposal is in keeping with the property and street scene.

Ms Skeggs left the room after the vote at 8.14 pm



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

Mr Sutton asked if Cllr Bull has come back with a response yet to his query on enforcement reports? Mr Sutton also had a new question, when are plans referred to development control? This query follows points on HDC’s planning response advice note. Cllr Criswell will follow this up.

Ms Skeggs came back into the room 8.16pm

7. MINUTES OF THE MEETINGS HELD ON 16TH JANUARY & 6TH FEBRUARY 2017

At the request of Mr Criswell the following amendment was made to the Minutes:
Page 02/17, Item 5, Planning, para 4, line 2 – amend the sentence to read ‘*It was RESOLVED by 5 votes for, 2 against and 1 abstention*’

With the following amendment, the Minutes of 16th January 2017 were proposed by Mr Sutton, seconded by Mrs Jones and RESOLVED by 8 votes for and 1 abstention (as the councillor was not present at the meeting) to be a true record of events and were duly signed by the Chairman.

The Minutes of 6th February 2017 were proposed by Mr Sutton, seconded by Mr Siggs and RESOLVED by all 7 votes for and 2 abstentions (as those councillors were not present at the meeting) to be a true record of events and were duly signed by the Chairman.

8. POLICE REPORT

Emailed to Councillors:

- i. Neighbourhood Watch Alerts

9. REPORT FROM COUNTY & DISTRICT COUNCILLOR S CRISWELL

Cllr Criswell reported additional reflector bollards have been put on the bollards at Chatteris Rd. Also, the Local Highway Bid scored well but the parish council won’t get official

approval/confirmation until March but the bid is dependent on additional funding from Highways. Mr Sutton asked if the park & ride charges were going? Cllr Criswell explained - "This is a subject of much discussion at County and there are political differences. Conservatives support free usage provided the overheads are picked up by the City Deal. Other parties plan for it to be paid through raising Council Tax."

**10. 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 27th 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. FINANCE & RISK MANAGEMENT Matters including: -

- o **The Monthly Accounts** – The accounts were proposed by Mr Sutton, seconded by Ms Skeggs and RESOLVED by a unanimous vote to be paid.
- o **Budget at Quarter 3** – The budget was proposed by Mr Sutton, seconded by Mrs Jones and RESOLVED by a unanimous vote to be accepted.
- o **Planting scheme budget @ £500** – It was proposed by Mr Sutton, seconded by Mr Siggs and RESOLVED by a unanimous vote to set an annual budget for a new planting scheme at the White Post, the Cross and by the lake area.
- o **Financial Regulations** – It was proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by a unanimous vote to adopt the updated Regulations.
- o **Payroll Policy** – It was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by a unanimous vote to adopt the Payroll Policy.
- o **To formalise reporting 'initiated payment' on the Unity Trust Bank** – Mr McCloskey explained he felt there was '*an inconsistent approach to reporting an 'initiated payment' and the 'authorization completed' transactions at the Unity Trust Bank [which] can lead to confusion for some of our Councillors. When poorly worded, a reported authorization e-mail might suggest that payments have been completed when they haven't, and the reader is none the wiser unless they actually go to the on-line bank to check.*' Mr McCloskey suggested the council '*should adopt a regime that clearly shows what has been authorized, i.e. the first individual to get on-line to the transaction reports something like "First Countersignature (or Authorizations Initiated) on ** items, reference ***** "* and the second individual who gains access signs it off with something like "*Second Countersignature (or Authorizations Completed) on ** items, reference ******'

Councillors all agreed to formalise the payment procedure for the Unity Trust Bank online authorisation as described.

- o **Quarterly Risk Assessments**
 - Assessments received from Graham Siggs & Leah Robertson, Roy Fabb & Dianna Skeggs, Mervyn Greaves & Deb Carr, Penny Bryant & Alex Scriven (Millennium Facility)
- o **LittleJohn LLP will remain the External Auditors for financial year 2016-2017**
- o **A Finance & Risk Management meeting** was held on Monday 6th February 2017.

12. DESKTOP BUILDING VALUATIONS

Currently both the Norwood Building and Millennium Pavilion are insured for a total value of - £855,185.23.

The recommendation is the insurance cover is updated with the valuations below by Norris-Fisher:

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

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

It was proposed by Mr Sutton, seconded by Mr Siggs and RESOLVED by a unanimous vote to update the insurance cover.

13. HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance

Correspondence emailed to councillors:

- CCC – Bus time table updates – Miss Minter mentioned a parishioner who cannot drive looking for employment and the buses very unreliable. Miss Minter will ask him for more information.
- A14 Cambridge to Huntingdon bulletin – Issue 2
- Community Roadwatch (UK) CIC – update 15th Jan 2017- It was agreed to put this on the next agenda so councillors can read through the documents properly

Road repairs

Mr Sutton reported a pot hole as you leave Pidley going towards Old Hurst by the pinch points
Mr Hoy asked if there was any news on disabled parking bay outside church?

14. STREET LIGHTING inc repairs

The following was reported:

- Day burner on Colne Road going out of Somersham, 1st one on right hand side – no column number provided
- The Clerk will chase the quote for PC4F (Churchyard) to turn the head

15. REQUEST FOR AN UPDATE ON HDC'S TREE NURSERY

Mr Sutton reported he has heard the tree nursery was being closed but the Parish Council hasn't been told, is this correct? Cllr Criswell will find out

16. SOMERSHAM CARNIVAL COMMITTEE REQUESTS FOR 2017

It was proposed by Mr Siggs, seconded by Mr Sutton and RESOLVED by a unanimous vote to approve all requests subject to the Clerk being happy with all the necessary paperwork.

17. SOMERSHAM TOWN BOWLS CLUB REQUEST FOR SUPPORT

It was proposed by Mr Sutton, seconded by Mr Greaves and RESOLVED by a unanimous vote to write a letter of support for grant funding to improve the bowls club as a community asset.

18. REPORTS FROM SOMERSHAM PARISH COUNCIL WORKING PARTIES & REPRESENTATIVES:

- The Norwood Playing Field/ Norwood Building** – The Clerk reported the play bark will go in this week as it is urgently required despite it being half-term.
- The Victory Hall Management Committee** – Miss Minter reported the film night went better last time, the next film is on 3rd March. Finally, the VHMC are having a desktop insurance valuation shortly on the hall.
- Amenity Area Working Party** (inc Definitive Footpaths)
 - Working Party next meeting 20th February 2017
- Friends of Somersham Local Nature Reserve & Somersham Lake**
 - Report from Mr McCloskey – SEE Appendix 2
- Youth Working Party / Youth Club Report** – there was nothing to report
- Community Library**
 - Report from Mr McCloskey – SEE Appendix 2


- g) **Millennium Sports Facility** – Mr Sutton reported a meeting of the SSLA Personnel Committee, they met to discuss the employee role for the caretaker Alex Scriven. The current caretaker can work with Martin Tyers as / when necessary plus take on additional work at the Millennium Facility. The Caretaker can give some cover for the parish council when Martin is off on holiday.
- h) **Localism Working Party & Somersham Time Bank** – there was nothing to report
- i) **Communication Working Party**
- Meeting held 7th February 2017 – Mr McCloskey expressed his concern at the lack of councillor volunteers to help with some routes. Mr McCloskey reported the working group would be making an application to Red Tile wind farm for cotton bags for the deliverers and he also updated councillors on progress with the electronic communication boards, potential funding and advertising bus time tables.
- j) **Reports of External Meetings Attended by Parish Councillor's**
No meetings were reported.

19. NOTICES & MATTERS FOR THE NEXT AGENDA

Congratulations were sent to Megan Blewett by councillors on passing Unit 2 of CiLCA

The next meeting will be held in the Millennium Pavilion on Monday 13th March 2017 at 7.30 pm.

There being no further business the meeting closed at 8.52 pm


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Steve Criswell, Chairman

ages	Salaries	0.00	5594.67	5,594.67	Bacs	Salaries
SS	Pension Fund	0	1502.72	1502.72	Bacs	Pension
on Energy	Street lighting				Bacs	Street Light
PO	Norwood Building - gas	4.78	95.61	100.39	Bacs	Norwood B
	Community library - gas	4.75	94.94	99.69	Bacs	Library
ing Payments	Stationary	2.9	69.52	72.42	Bacs	Administra
						Admin/No
	Refreshments/ rubber door mat/stool	15.75	113.71	129.46	Bacs	Building
Blackwell	Work on trees	0.00	960	£960.00	Bacs	Tree surge
alters Ltd	Printing costs	30.88	154.39	£185.27	Bacs	Norwood B
ne Tree Marketing	Somersham4u Newsletter - Feb/March	0	448.5	£448.50	Bacs	Newslette
Blackwell	work on trees	0	480	£480.00	Bacs	Tree surge
mbridgeshire CC	Crafts	0	26	£26.00	Bacs	Youth Cluk
	Crafts	0	55.35	£55.35	Bacs	Youth Cluk
atory Hall MC	Hall hire	0	130.5	£130.50	Bacs	Youth Cluk
le & Day	January 2017 - Fuel	8.45	42.23	£50.68	Bacs	Kubota Tra
	TOTAL	67.51	9768.14			9,835.65
				9,835.65		

Electronic payments

lk Talk	Telephone/Broadband				DD	Administra
lk Talk	CIC-01487 840266	5.82	29.09	£34.91	DD	Library
rphone 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	Administra
	M Tyers - mobile contract payment	1.25	6.25	£7.50	DD	Administra
ntingdonshire DC	Sea Container - rates	0	48	£48.00	DD	Administra
	Broadband - email/websites				DD	Administra
uthern Electric	Library - electricity	7.99	159.92	£167.91	DD	Library
	Norwood Building - electricity	8.21	164.23	£172.44	DD	Norwood B
	TOTAL	25.77	419.99			445.76
				£445.76		

Eques

vaters	Flailing	67.6	338	405.6		
ARC	Tax & NI (December)	0	0	0		
ck George Ltd	3rd party contribution to funding	0	1122	1122		
mersham Town Band	Donation - switch-on event	0	50	50		
ARC	Tax & NI (30 Jan 2017)	0	1624.42	1624.42		
	TOTAL	67.6	3134.42			3202.02
				3202.02		

Titium Card

rthamptonshire Council	DBS check costs x 3	0	177	177		Youth Cluk
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
resa 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
cy Bird	Time Bank expenses	0	30.92	30.92	Time Bank
	Time Bank expenses	£0.00	5.95	£5.95	Time Bank
resa Clark	Tuck (2 Feb)	0	32.4	32.4	Youth Club
	Tuck (7 Feb)	0	3.1	£3.10	Youth Club
		<u>1.61</u>	<u>507.39</u>		<u>509</u>
				509	

REPORT FROM SNRG for the PC Meeting on 13th Feb 2107:

The SNRG has been awarded a grant for £10,500 from the Mick George Community Fund although the monies have yet to be released. The grant is to be used to rebuild access points (for better community access), improved access along Galley Drove and to develop interpretation boards. It is hoped that the work along Galley Drove can start ahead of the nesting season and that Somersham Primary School will engage with the interpretation boards. A leaflet will ultimately be produced to reflect the various footpaths available around the Reserve. Additional funding sources are being researched to develop the proposed live Willow Tunnel and a Sky Watching Platform on the Station Fields.

Bramble clearance work is on-going throughout the Reserve and additional work around the lake will be undertaken during February and March. The apple trees in the Community Orchard have been successfully pruned.

Meanwhile, it is planned to hold a 'Bio Blitz' weekend during the latter part of May or the early part of June. PC has spoken to experts and now needs to select dates. The 'Bio Blitz' will run over a 24 hour period in which, supported by imported specialists for the occasion, data will be collected on birds, plants, butterflies, moths etc. alongside other activities including a 'Dawn Chorus' and other walk. The activities will result in a comprehensive database of all the flora and fauna found on the reserve over that weekend.

REPORT FROM FOSL for the PC Meeting on 13th Feb 2107:

The increasing numbers attending the recent Child Health Clinics in the Library had raised a number of health and safety concerns and a relative lack of privacy on some occasions. Consequently, and by mutual agreement, the Child Health Clinics in the Library had now terminated.

The County Council had originally indicated that spare shelves were available for distribution and FOSL had planned to improve the children's reading area with suitable shelving should it materialize. However, it is possible the availability was over-egged and the resources have been dramatically reduced; FOSL might have to look elsewhere to refurbish the children's shelves.

The next FOSL fund-raising event will be a stall at the Cross on 15th April.

REPORT FROM THE COMMS & ENGAGEMENT WP for the PC Meeting on 13th Feb 2107:

The Feb/March Edition of the S4U Newsletter has been delivered albeit following a limited response from Councillors for assistance, the Springfield/Windsor Gardens Route wasn't distributed until the first week in February (after some of the advertised events had taken place). A funding bid will be made to the Red Tile Wind Farm in May for new Somersham4U environmental-friendly delivery bags. Additionally, at the last meeting of the WP you will have seen there was further dialogue about the merits of some new sites for electronic

information boards. There was also a discussion about trying to provide a comprehensive bus timetable for the village that made sense of all the disparate information currently generated by the service providers.

Paul McCloskey
Somersham Parish Council
13th February 2017