



**MINUTES OF A MEETING OF
SOMERSHAM PARISH COUNCIL**
Held in the Millennium Sports Pavilion, The Trundle, Somersham
On Monday 5th June 2017 at 7.30 p.m.

PRESENT WERE:

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

IN ATTENDANCE: District Cllr Graham Bull and Mark Davies, CCLA (Churches, Charities & Local Authorities)

1. APOLOGIES

Apologies for absence were accepted from:

Mr A Hulme – work commitments
Miss L Minter – personal commitment
Tony Hulme – work

2. PARISH COUNCILLORS DECLARATIONS OF INTEREST

No declarations were made.

3. PRESENTATION FROM: Mark Davies on behalf of the CCLA (Churches, Charities & Local Authorities) Public Sector Deposit Fund & Local Authorities Property Fund.

Mr Davies gave a short presentation on the following funds applicable to local authorities as an option to invest funds together with supporting documents:

Public Sector Deposit Fund - £25 k entry level

Management fee is 0.1% per annum

Current interest rate net 0.2%

Instant access provided the RFO's email request is sent by 11.30 am and the funds will be in the Councils account the following day.

Local Authorities Property Fund – - £25 k entry level

Pays strong returns but it is for long term investment of at least 5 years.

The amount invested is accounted for 'at cost' in the Annual Return (Box 9)

Before the Parish Council can invest in this fund they must have an independent financial (IFA Report) report.

These prospective funds will be discussed at the next full council meeting.

4. PUBLIC FORUM

It was proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in a public forum. The meeting was closed at 7.51 open and reconvened as there were no members of the public present.

5. CO-OPTION OF PARISH COUNCILLORS TO WORKING PARTIES, COMMITTEES & AS REPRESENTATIVES

The following co-options were proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by a unanimous vote.

Mrs A Eastham – Somersham Sports & Leisure Association (SSLA) and Youth Working Party
Mr K Hawkins – Victory Hall Management Committee (VHMC)

6. PLANNING MATTERS

PLANNING APPLICATIONS

H/5004/17/CW Envar Composting Ltd, The Heath, Wood Hurst PE28 3BS
Section 73 planning application to develop land without complying with condition 7 of planning permission H/05037/09/CW (Variation of Condition 7 of planning permission H/5005/04/CW: Extension of an existing building to enclose 8 existing composting tunnels; composting of organic feedstocks to produce compost for agriculture, horticulture and landscaping; establishment of ADAS Composting Research Project) to extend the hours of operation including vehicle movements to 0500 to 2200 hours daily

It was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by a unanimous vote to recommend no objection. There are not many dwellings close by that will be affected by the increased traffic movement hours.

H/5004/17/CW Envar Composting Ltd, The Heath, Wood Hurst PE28 3BS
Section 73 planning application to develop land without complying with conditions 2 and 5 of planning permission H/05021/11/CW (Demolition of old composting tunnels and ancillary structures; extension to waste reception building; new building to house new composting tunnels, biofilters & manoeuvring area; covered link to connect buildings; relocation of weighbridge & office; alteration of access to B1086) to allow alternative access arrangements.

It was proposed by Ms Skeggs, seconded by Mr Siggs and RESOLVED by a unanimous vote to recommend no objection. All proposals are all internal to the site and the closure of some access points seems appropriate.

17/01083/FUL Land at 2, Hammond Way, Somersham

Proposed dwelling with attached garage (alteration of approved house type)

It was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by a unanimous vote to recommend no objection. The proposed dwelling with attached garage fits well within the site and will not affect neighbouring properties.

PLANNING APPLICATIONS APPROVED

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

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.

PLANNING CONSULTATIONS – emailed to councillors

HDC – Godmanchester Submission Neighbourhood Plan – end date 19 June 2017

PLANNING ENFORCEMENT

Mr Sutton questioned the current situation of outstanding enforcement matters for 52, High Street. Mr Sutton also asked Cllr Bull about the planning enforcement report situation, he cannot find any record of the parish council being notified the reports were being stopped; how can this information be made available for public ^{by Sutton} ~~know~~ so HDC are transparent?

Cllr Bull said he is seeing the Head of Development & Growth tomorrow anyway and will see how this could be addressed.

7. MINUTES OF THE MEETING HELD ON 8TH MAY 2017

The Minutes were proposed by Mr Sutton, seconded by Miss Carr and RESOLVED by 9 votes for with 3 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

- New – Huntingdonshire Parish Council Conference by the Cambridgeshire & Peterborough Police & Crime Commissioner – 15th Sept 2017 from 10.30 – 16.00 – 1 representative only

9. REPORT FROM COUNTY & DISTRICT COUNCILLORS CRISWELL AND DISTRICT COUNCILLOR G BULL

Cllr Bull said he had nothing specific to report at present due to purdah however he can confirm work is carrying on as usual at the district council but he cannot publicise it.

Cllr Criswell reported new committees are being formed following the recent county elections. The Committee Cllr Criswell will be chairing is Communities & Partnerships. It will promote Community Resilience measures, cover Community Safety, Areas of Deprivation, develop better working relationships with partner organisations and explore opportunities for public sector reform.

District & County matters

Mr Siggs reported the car park extension in Church Street needs work and the whole of the car park needs weed spraying.

Mr Sutton asked whether CCC will be going back to a cabinet system?

Cllr Criswell said County were operating happily under the committee system and cannot change that for 4 years, there are still 2 years to run so nothing is imminent.

10. PARISH CLERKS REPORT Inc. Matters Arising Report & Updates:**Correspondence emailed to councillors:**

i. RSN online – weekly updates

Hard copy correspondence:

- MAGPAS Air Ambulance request for donation
- Anglian Water Private Pumping Stations



11. HDC – TREE STRATEGY FOR HUNTINGDONSHIRE - to comment & respond on the value and future of the HDC Tree Warden Co-Ordinator

It was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by 5 votes for, 2 against and 5 abstentions to reply stating that because Somersham already have a tree warden and carry out a regular professional tree audit they value the Tree Warden co-ordinator position but not at a cost to the Parish Council.

Cllr Criswell explained the role of the HDC Tree Officers as Ms Skeggs was concerned and felt the role was unnecessary. At the request of Ms Skeggs, Cllr Criswell will get some reassurance about how the HDC Tree Officers work and whether they are value for money.

12. FINANCE & RISK MANAGEMENT MATTERS including: -

- **The Monthly Accounts** – The accounts were proposed by Mr Sutton, seconded by Mr Siggs and RESOLVED by a unanimous vote to be paid. *SEE APPENDIX 4*
- **To Adopt a Fixed Asset Management Plan Policy** – The Fixed Asset Management Plan Policy was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by a unanimous vote to be adopted.
- **To Adopt the Norwood Building revised fire risk GEEP & PEEP's (General Evacuation Emergency Plan & Personal Evacuation Emergency Plan) & approve the assembly point -**
Mr Fabb believed the designated safe assembly point must be lit by law.
Following discussion it was agreed the Clerk would make further enquiries about whether the assembly point should be lit (in law) in the middle of the field.
Mrs Eastham recommended the Youth Club staff should have specific instructions in the event of a fire.
Miss Carr said the buildings ought to have an evacuation pack.
It was agreed this will go on the next agenda when further information has been established.
- **NEW – The Chairman reported the pedestrian mower is at the end of its life and has reached the point where the Clerk needs to purchase a replacement as soon as possible, the Clerk will report back at the next meeting. There is £800 already set aside in the budget to purchase a new one. This was agreed by a unanimous vote.**
- **Internal Auditor**
 - The Year-end Internal Auditors Report 2016-2017 – It was proposed by the Chairman and RESOLVED by a unanimous vote for the Clerk to respond on the points raised in the Auditors covering letter. All matters arising from the report will be discussed by the Finance Working Party in the first instance.

NB: Mr Sutton requested that once all the meeting dates have been set for the next year (2018), the Clerk advises all the local organisations that would normally attend the Annual Parish Meeting.

13. AMENDMENT TO STANDING ORDERS

- a. **To allow use of personal laptops & electronic tablets during meetings** – It was proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by a unanimous vote to allow the use of laptops and electronic devices to access information and documents relating to the meeting underway. The Council trusts councillors to act reasonably and only for the purpose of the meeting. *SEE APPENDIX 1*
- b. **To change the term of office for Chairman from 3 years to 4 years** with a break of 1 year before being eligible to hold office again – This was proposed by Mr Sutton, seconded by Mr Hoy and RESOLVED by all councillors present with Ms Skeggs abstaining.

14. HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance

Correspondence emailed to councillors:

- o CCC – Bus time table updates

ROAD REPAIRS

Line markings outside Cole & Day garage are very poor at the junction
Trees by the pedestrian crossing on Parkhall Road outside the school need cutting back
Halos on the pedestrian crossing on the High Street have been turned round and need adjusting
Willow tree needs cutting back on the verge by the Windmill junction

15. STREET LIGHTING inc repairs

There were no matters to report.

16. CONSULTATION 'RUN FREE' – to amend the legislation to allow 'Park Runs' to be held free of charge – response date 5th July 2017

All councillors were sent an electronic copy of the consultation 'Run Free' plus information on 'Park Run' as an organisation for consideration.

The Clerk said the council already accommodates a number of clubs and groups actively promoting and participating in sport in Somersham, Park Run would be complimentary to this if it came to the parish. Park Runs are very popular at present and attract between 100 – 200 people (the runs regularly attract people from outside the area to attend) every Saturday to run a set route, parents often run with buggies, this increases the impact and wear and tear on any facility. The Clerk then attempted to explain the key pros and cons of singling out one organisation for free use of a public facility and the potential implications of that for the council in terms of maintenance costs, insurance and other organisations wanting the same privileges i.e. free use of public space for all organised sport.

SEE APPENDIX 3

It was proposed by Mr Sutton, seconded by Mr Greaves and RESOLVED by 10 votes for and 2 abstentions the choice to charge or not should be a local decision as follows:

Charges should be a local decision & not an Act of Parliament. Each local area has a decision to make rather than the government intervene; this is contrary to the Localism Act 2011.

The proposal includes changing the General Power of Competence (see the Consultation Introduction item 1) it's back to a top down approach and not allowing decisions to be made at a local level.

Which other organisations will want to be added to list for free use of the parks? The likelihood in the end all users will expect free use.

Mrs Jones and Mrs Robertson abstained as their over all view is the council should encourage healthy activities such as Park Run.

17. SOMERSHAM SCOUTS – REVISED 5 YEAR LEASE & request for confirmation of a more long term commitment

It was proposed by Ms Skeggs, seconded by Mr Sutton and RESOLVED by a unanimous vote to write a letter of support for the Scouts long-term aim and when they are ready to proceed with the funding underway then the Parish Council will apply to the Secretary of State for permission to offer a long lease.

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

a) The Norwood Playing Field/ Norwood Building

- **RoSPA Play Area Inspection Report & Recommendations including costs**

Matters proposed by Mr Sutton, seconded by Ms Skeggs and RESOLVED by a unanimous vote were:

- i. To obtain a second opinion on the condition of the play tree



- ii. To purchase 3 replacement recycled plastic picnic tables @ £945 + vat
- iii. To fill the finger trap holes and missing radio gap on the youth shelter
- iv. To purchase wet pour kits & primer @ £160 + vat
- v. To fill the cracks in the tarmac on the multi sports area
- vi. To purchase 2 replacement cradle swing seats @ £126 + vat
- vii. All other matters are being investigated & quotes requested

b) **The Victory Hall Management Committee**

- Draft Minutes

c) **Amenity Area Working Party (inc Definitive Footpaths) –**

- Miss Carr reported litter around the seats by the lake on the reclaimed pits where the permissive path runs.

d) **Friends of Somersham Local Nature Reserve & Somersham Lake**

- Report from Mr McCloskey –*SEE APPENDIX 2*
- Mr Siggs reported the byelaw sign at the LNR by Springfield's has been vandalised

e) **Youth Working Party / Youth Club Report**

- There was nothing to report

f) **Community Library**

- Report from Mr McCloskey –*SEE APPENDIX 2*

g) **Millennium Sports Facility** – Mr Sutton reported that although he was not present, the last meeting of the SSLA was the AGM. There are two big fundraising events coming up this summer the first one being a Shakespearean touring company The Handlebards who are putting on A Mid-Summer Nights Dream and that he has tickets to sell plus they will be available in a number of outlets.

h) **Localism Working Party & Somersham Time Bank**

- There was nothing to report

i) **Communication Working Party**

- Report from Mr McCloskey - *SEE APPENDIX 2*

j) **Christmas Lights Working Party**

- Report from Mr Greaves – Mr Greaves updated members on the April working party meeting and that the working party would be holding a carnival stall again this year. Please could councillors assist with the usual request for raffle prizes?


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

- There was nothing to report

19. NOTICES & MATTERS FOR THE NEXT AGENDA

The next Parish Council meeting will be held in the Millennium Pavilion on Monday 10th July 2017 at 7.30 pm – NOTE NEW DATE

There being no further business the meeting closed at 9.44 pm


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Steve Criswell, Chairman

APPENDIX 1

Use of Laptops, Tablets, Smart phones in Council Meetings

Laptops, Tablets, Smart phones, & other electronic devices are a feature of modern society. Increasing sophistication of mobile technology presents a number of issues for parish council meetings but are now part and parcel of council business.

Somersham Parish Council trusts Parish Councillors to act reasonably and therefore permit the use of electronic devices to access documents/information for the purpose of the specific meeting in progress only.

***Closed session** – In addition in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted all electronic devices will be disabled.*

APPENDIX 2

REPORT FROM SNRG for the PC Meeting on 5th June 2107:

The SNRG held a very successful 'Somersham Nature Watch' over the weekend of 19th/20th May where with the help of specialists drafted in for the occasion a number of surveys were carried out on the flora and fauna in the Reserve. On the evening of Friday 19th a team set out moth traps before conducting a bat detection survey. The moth traps revealed some beautiful species when re-visited on the Saturday morning including a puss moth and an eyed hawk moth, pictures available on the SNRG Facebook page. A series of mammal traps were also set out on the Saturday morning but despite signs that some had been 'visited' (bait food had been partially consumed and droppings found) none of the visitors were caught. There were also a series of events for kids and their families with pond-dipping, a bug hunt and forest school activities running throughout the day. All-in-all and enjoyable Bio-Blitz with the added bonus of family activities thrown in.

The SNRG also held its AGM in May where it was agreed to expand the role of the written media member to encompass all social media. Meanwhile, the joint Lakes and Reserve WP continues to meet on the first Sunday of every month at 09:30 by the Springfield Gate entrance and all are cordially invited to help with preservation work whether or not they are already members of the Friends of the SNRG; suitable training is available to undertake the work tasks in hand.

REPORT FROM FOSL for the PC Meeting on 5th June 2107:

FOSL recently reported that the new book shelves have now been erected in the junior library and that books for this year's Reading Challenge are being purchased and should be processed shortly. It is also the time of year to pay the annual dues for FOSL membership and the new subscription forms are now available. There has also been some discussion about refurbishing or replacing the aging 'crocodile' that resides on the floor in the kiddies section. Meanwhile, the recent FOSL Fete in the Victory Hall proved a great success and has raised over £230 for the fundraising team



REPORT FROM THE COMMS & ENGAGEMENT WP for the PC Meeting on 5th June 2107:

The Communication & Engagement WP has not met since the last Parish Council meeting but is pleased to report that the next June – July edition of the S4U Newsletter had been distributed; well done to all who contributed to that effort.

Paul McCloskey
Somersham Parish Council
5th June 2017



KEY POINTS RAISED BY THE SLCC ON THIS CONSULTATION AT THE NATIONAL FORUM HELD ON 26TH APRIL 2017

Consultation – ‘Running Free’ – 12 April 2017 - Closing date 5 July 2017

There was a lot of debate about this consultation by the National Forum on the free use of public parks for ‘Park Run’.

‘Park Run’ organise free, weekly 5 kilometre runs in local parks every Saturday morning. They also organise free events on Sunday mornings for those aged 4 – 14 years.

Key points raised on the consultation were:

- Making a hurried bad/biased case makes a bad law which will constantly need amending
- There is a shortage of background / lack of evidence on what happened at Stoke Gifford in the consultation. The Clerk at Stoke Gifford made his recommendation in line with current statute but has suffered badly from this in the press/social media etc. which has led to stress. It is undermining to all Clerks and this could happen to any Clerk making a recommendation to their council as required.
- Charges should be a local decision & not an Act of Parliament. Each local area has a decision to make rather than the government intervene; this is contrary to the Localism Act.
- The proposal includes changing the General Power of Competence (see the Introduction item 1) – most agreed this was a bad idea.
- It's back to a top down approach and not allowing decisions to be made at a local level.
- Which other organisations will want to be added to list for free use of the parks? Likelihood in the end all users will expect free use.
- The local council is expected to foot the maintenance bill, is this fair?
- ‘Park Run’ is heavily supported by runners which often drive in from other areas so there is a high impact / erosion.
- Who is ultimately responsible for liability/insurance cover as ‘Park Run’ organise their weekly runs?
- Do ‘Park Run’ hold their own liability insurance?
- At present it is mainly principal authority parks which are affected but this could change especially if this proposal goes forward (it does include Town/parish councils)
- One town is working with a new ‘Park Run’ group and they are negotiating a special parking area when the event is on and parking fees as a way of off-setting costs. Concerns are that the Park Runners will otherwise park in the shopping car parks and the shops will lose out as well.
- The consultation questions are biased and designed to give the answers they want to see, the questions are misleading.

APPENDIX 4

COUNTS	5th June 2017	Vat	TOTAL	Cost	
ages	Salaries	0.00	6125.91	6,125.91 Bacs	Salar
SS	Pension Fund	0	1532.3	1532.3 Bacs	Pensi
ST	Pension Fund	0	62.34	124.68 DD	Pensi
mbridge Water Co	water	0	67.46	£67.46 Bacs	Norw
alters Ltd	Printer costs	33.74	168.68	202.42 Bacs	Admi
iltas Bus Solutions Ltd	Omega accounts software	95	475	570 Bacs	Admi
glian Water	Sewerage charges	0.00	185.62	£185.62 Bacs	Norw
ing Payments	Office materials	7.34	46.7	54.04 Bacs	Admi
	Office materials	3.05	15.27	18.32 Bacs	Admi
mmunity Roadwatch	Donation	0	100	100 Bacs	Chair
ai chnology	Mapping system - renewal fee	56.6	283	£339.60 Bacs	Admi
le & Day	April fuel	22.32	111.62	£133.94 Bacs	Kubo
On	Street lighting	3.57	71.41	£74.98 Bacs	Stree
IMC	Hall hire	0	43.5	£43.50 Bacs	Youtl
ysafety Ltd	Play group RoSPA inspections	35.7	178.5	£214.20 Bacs	club
K Ltd	Microwave link Norwood to Millennium	160	800	£960.00 Bacs	Norw
K Ltd	Factory refurbished dome camera	120	600	£720.00 Bacs	Paris
PO	Gas	2.93	58.66	£61.59 Bacs	Norw
	Gas	3.18	63.66	66.84 Bacs	Libra
					Norw
					Time
mersham PFA	Time Bank advert	0	17.5	17.5 Bacs	Bank
ing Payments	Stationary	6.97	34.87	41.84 Bacs	Admi
nalbs Ltd	Internal Audit - year end 2016-2017	0	456.53	456.53 Bacs	Audit
ion ICT Ltd	Website development	140	700	840 Bacs	Admi
s P Bryant	Optimum card top up	0	400	400 Bacs	Admi
ss ... Blewett	Expenses	0	11.25	11.25 Bacs	Admi
K Installations	20 x NET 2 fobs	18	90	108 Bacs	Norw
ipart Security	Routine fire alarm maintenance	30	150	180 Bacs	Norw
PALC	Annual membership fee	0	557.19	557.19 Bacs	subsc
	TOTAL	738.40	13406.97	14,145.37	

£14,207.71**Electronic payments**

lk Talk	Telephone/Broadband	7.56	37.78	£45.34 DD	Admi
lk Talk	CIC-01487 840266 (due 5 Apr 2017)	6.31	31.53	£37.84 DD	Libra
lk Talk	CIC-01487 840266 (due 6 May 2017)	5.61	28.04	33.65 DD	Libra
lk Talk	CIC - 01487 840266 (due 5 June 2017)	6.77	33.83	40.6 DD	Libra
rphone warehouse	L Bird - mobile contract payment	1.25	6.25	£7.50 DD	Time
	P Bryant - mobile contract payment	1.25	6.25	7.5 DD	Admi
	M Tyers - mobile contract payment	1.25	6.25	£7.50 DD	Admi

ntingdonshire DC	Sea Container - rates	0	43	£43.00	DD	Admi
	Norwood Building - rates	0	0	£0.00		No ra
VLB	Loan repayment	0	5406	5406	DD	PWLI
E	Lake sea container - electricity	5.26	26.3	31.56	DD	Loan
	Multi Sports Area - electricity	1.44	28.89	30.33	DD	Lake
	Community Library - electricity	8.38	167.77	176.15	DD	Mult
						Libra

TOTAL

<u>equies</u>						Chq I
J Waters	Flailing	8.1	40.5	48.6		30
MRC						

ti...m Card

cy Bird	Milk	0	0.5	0.5		Time
cy Bird	Refreshments	0	6.84	6.84		Bank
cy Bird	Refreshments	0	5.89	5.89		Time
cy Bird	Refreshments	0	10.92	10.92		Bank
nny Bryant	Doorbell - security	0	22.58	22.58		Norw
resa Clark	Virtual college - management courses	0	108	108		B
resa Clark	Tuck	0	26.48	26.48		Train
resa Clark	Tuck/crafts	£0.00	8	£8.00		Youtl
resa Clark	Tuck	0	25.66	25.66		Club
resa Clark	Tuck	0	42.06	£42.06		Youtl
		0	256.93	£256.93		Club