

FENSTANTON PARISH COUNCIL

Minutes of the Full Council Meeting

Thursday 6 December 2018 at 19.30 at Fenstanton and Hilton Primary School, School Lane

PRESENT

Cllr Kent Chairman
Cllr Caswell
Cllr Ferrier
Cllr Mitchell
Cllr Hayes
Cllr Pask
Cllr Pryke
Cllr Saunderson
Cllr White

In Attendance:

Christine Morris
Roy McGee
Annette Eggett – clerk
Cllr Angie Dickinson (HDC)
Cllr Ian Bates (CCC)
Six members of the public

Abbreviations : CCC – Cambridge Country Council; CC- County Council; HDC – Huntingdon District Council; DC – District Council; Cllr – Councillor; PC – Parish Council; F&C – Finance and Constitution

18.101 Apologies for absence

Apologies had been received from Cllrs Buchanan and Henderson, DC Cllrs Davies and Mead.

The Chairman reported to the meeting that Cllr Buchanan had unfortunately resigned from the Parish Council for health reasons. All wished him well for the future.

18.102 Public Consultation

There were six members of the public present. The Chairman closed the meeting at 19.33.

The following points were raised:

18.102.1 The Fen Association and the proposed cycle way

Members of the Fen Association thanked the PC for recognizing the Association with regards to the proposed cycle way which they felt was a very interesting project but added that it was important that all parishioners had a voice. They looked forward to working with the PC on this projection.

A member of the public (resident and horse owner and Chairman of the Swavesey and District Byways association) reported she had been talking with CC for several years about the use of The Fen, its history, and upgrading it to bridleway status. Talks had also included the Bridleway Association and Horse Owners Association.

The Chairman confirmed that there was no intention of excluding anyone from talks and the aim was to be totally inclusive. He also confirmed that CC earlier today were reviewing the project as one of a whole raft of projects. It may not be approved but as soon as any news was received the PC would let everyone know. He had already been in touch with the Fen Association as it would be necessary to discuss all elements

including the difficulties of putting in a bridleway and cycle way. He asked that the Fen Association worked with their group to give the PC some feedback.

18.102.2 No. 2 Rookery Place – bungalow

There was a request from a member of the public for the PC's support in opposing this which was not in keeping with other buildings close by the property. The Chairman confirmed the Planning Committee had begun to look at the plans and all comments would be taken on board before responding to HDC. He suggested the resident contacts Cllr Mead for his additional help.

The Chairman reopened the meeting at 19.40.

18.103 Declarations of Interest

There were none.

18.104 Recognition of Councillor Peter West

The Chairman confirmed that Cllr West had passed away whilst in office. He was the most senior Councillor at 90 years young and had served the PC and the electorate for 27 years.

The meeting recorded the PC's gratitude for his service. Condolences will be sent to his family and a donation made to the chosen charities.

18.105 To Approve the Minutes of 11 October 2018 already circulated

These were approved.

Proposed: Cllr Pryke; Seconded Cllr Mitchell; Vote: All in favour

18.106 Matters arising from the Minutes – for information only

18.093 Representatives Reports

18.093.1 District Councillors

The Chairman reported that the 2036 Local Plan consultation had now ended. No direct updates had been sent to the PC as yet (see later DC reports); Clerk to ask Cllr Mead to follow up. **ACTION: Clerk**

18.107 Co-option of new Councillors

Cllrs were happy to co-opt Roy McGee and Christine Morris onto the PC. Forms were received and signed. Code of Conduct, other documents and training would be followed up and the information portal link would be sent. **ACTION: Clerk / Cllr Mitchell**

Cllr White pointed out that both new councilors would, he felt, be surprised that some of many aspects of work required in the Parish were not PC responsibility.

18.108 Village Meeting – facilitated by the Parish Council

The Chairman reminded members that there had been previous discussions about facilitating a village meeting. Cllr Mitchell continued that it was time to go out to the Parish which would be an opportunity for residents to raise topics and issues and meet Cllrs along with representatives from other authorities and local bodies/groups. He suggested a 2-3 hour session on a Saturday morning in late February or early March either at the school or Church Rooms. The Chairman felt last year had been too early for such a meeting but now the PC had projects under way and there was much to report on. Cllr Caswell gave this meeting his full support and had done since the beginning of talks; he offered any help required.

Members were asked to submit views and suggestions to Cllr Mitchell. The Chairman thanked Cllr Mitchell for his work on this. **ACTION: All**

18.109 Joint Funded Highways Investment Scheme

To discuss the possibility of speeding limits at London Road and Hilton Road facilitated by this scheme. April deadline.

This would be joint with Hemingford Grey. CC Cllr Bates had contacted the Chairman to discuss a meeting about this which The Chairman would attend. Cllr Saunderson was interested in attending the meeting and would let the PC of Hemingford Grey know. Cllr White felt CCC Highways needed to be aware of the problems and nothing would be achieved without this. Cllr Saunderson would contact Andrew Chabot the Highways Safety Audit Department. **ACTION: Chairman / Cllr Saunderson**

18.110 CIL workshop discussion update

18.110.1 Chequer Street Play Area

Cllr Pryke confirmed work on this was imminent; one item had been delayed due to a design fault and would be available sometime in February 2019.

18.110.2 Adult Outdoor Gym

Cllr Pask reported that he had dropped a leaflet into all houses in the vicinity (Hamptons football field). Work had begun and was going well. Reactions on Facebook were numerous and positive. Equipment should be bolted onto frames on Friday 7 December and completed shortly after.

18.110.3 Cycle Way

See public section. The Fen Association would work to pull their members' views together for further talks with the PC.

18.110.4 Pond and Pond Area Refurbishment

Cllr Caswell reminded members that the pond had been leaking for a number of years. The objective is to repair the leak and bring the pond back to its former glory. Three quotes were obtained and the PC has secured a grant from the Mick George Community Fund. The wooden fence would be replaced by metal and would continue around the pond; the bollards at the Clock Tower would be replaced.

The Chairman explained to the new Cllrs that £55K had been secured from the Mick George Community Fund for the play area, gym and pond projects.

18.110.4 Parish Green Kerbs

Cllr Caswell confirmed that quotes had been obtained for the kerbs on both Chequer Street Green and Honey Hill Green. Both greens had sides with no kerbing and both had blocked drains. There would be no change in the size or shape of the greens.

18.110.5 General

The Chairman reminded members that although the PC was driving a lot of work through at the moment it could not take on too much at the same time as it would be too much for Clerk and the Cllrs. All items on the CIL list should be prioritized. The Chairman asked all members to read the list so that a further discussion could take place after the Christmas break. **ACTION : All**

Skatepark

Cllr Saunderson had spoken to Mr Behagg about the cricket pavilion; this area floods and Mr Behagg has other plans for this so the skatepark (under consideration) could not be placed there.

Allotments

Cllr Saunderson had been considering the lack of lack for allotments according to the 2036 Plan. He had spoken to Mr Behagg about this also as he farmed land near the

current allotments. He could contact Greg Harlock (former DC) and arrange to visit the area in daylight. The Clerk reminded members that she and Cllr White had met with the Diocese of Ely when Cllr White has asked that the PC had first refusal on the piece of land Cllr Saunderson is looking at.

Electricity Charging Points

Cllr Mitchell is to attend a CC seminar about electric charging points for residents' cars; 75% funding was available for these.

Multi-Use Sports Area

Cllr Caswell confirmed he was in preliminary talks with the school and the Education Department at CC both of which were very enthusiastic about this suggestion. The location would be the Hampton's area and CC were looking into the legalities. It is hoped they would report back to Cllr Caswell before the Christmas break.

18.111 Pond and surrounds refurbishment – Mick George Community Fund

It was noted this application has now been submitted.

18.112 FINANCE

18.112.1 The Chairman confirmed that as Cllr Henderson had been unwell it would be proposed that Cllr Mitchell would take over the Chairmanship of the Finance & Constitution Committee on a temporary basis at its next meeting. Cllr Mitchell had confirmed he was happy to do this; all agreed this was a good idea.

18.112.2 To consider for approval the budget and precept for 2019-2020

The Chairman confirmed that over this year the budget had been exceeded and work was being undertaken to rectify this. Cllr Mitchell's suggestions for balancing this year and moving forward to the budget for 2019 – 2020 had been circulated and considered. Cllr Mitchell talked through the figure and there was a lengthy discussion during which the following were some of the points made:

- Last year, whilst the total precept increase was 4% this was, per household, only 0.8% and new houses had not been included in that calculation. The PC section of the Council Tax is approximately 3%. For next year it was important to talk about the actual amount of increase, not a percentage, as this was a relatively small amount per household. An increase in precept of 5% would only be about £2.32 a year.
- Last year's budget had an inbuilt (erroneous) deficit of about £5K
- The deficit for this year would come in at about £16-17K and this was mainly costs connected with village upkeep. The PC had reserves for this and the total expenditure for this year looked to be in the region of £88K.
- The F&C Committee had drawn up various scenarios for the PC to consider.

Precept - 2019/20	% increase	average # new houses	total	ave increase per household (per annum)
Scenario a	3	0	£ 65,930.14	£ 1.39
Scenario b	3	25	£ 67,344.57	£ 1.39
Scenario c	3	40	£ 68,193.23	£ 1.39
Scenario d	5	40	£ 69,517.37	£ 2.32
Scenario e	5	50	£ 70,094.12	£ 2.32
Scenario f	10	40	£ 72,827.72	£ 4.64
Scenario g	10	50	£ 73,431.94	£ 4.64

- Cllr Caswell reported that for the next three years PC's were the only level of council that would not be capped and therefore the PC should apply now for what it could so that it would not struggle with its budget in the future. Whilst one scenario put forward a 5% increase he personally would vote for a 10% increase. Cllr Mitchell confirmed in terms of the budget this would not make a huge difference in the average cost per household over the year. Cllr Ferrier agreed with Cllr Caswell. Cllr Caswell agreed any increase should be reported in pounds not percentages and felt the uplift would be acceptable after the visible work being undertaken. Cllr Ferrier agreed that illustrating the uplift as a cost per house was the best way.
- Cllr White confirmed that the recommendation from the F&C Committee was for a 5% uplift per household, but this does not have to be accepted by Full Council.

The Chairman therefore proposed to the Council that the precept increase this year should be 10% per household

Proposed: Cllr Caswell; Seconded Cllr Ferrier; Vote: All in favour

Cllr Mitchell confirmed that 40 new houses was a conservative estimate; it was impossible to tell how well the houses would sell.

The Chairman felt it was important to try and keep the village tidier going forward as this reflected on the PC.

General Monthly Finance

18.112.3

Finance updates were noted. The Chairman pointed out that historically there had been restrictions on what CIL money (infrastructure within the Parish) but there was an easing of this at the moment. Cllr Mitchell stated DC and CC were 'locked in' to CIL restrictions but the PC was much freer under the guideline 'what a reasonable person in the Parish would do'. CIL money from new buildings would be used, in part, to see fund other things as done recently with the pond, gym and play area. Cllr White pointed out that the MG Community Fund requires the PC contribute funds.

18.112.4

To approve payments.

These were approved. **Proposed: Cllr White; Seconded Cllr Pryke; Vote: All in favour.**

18.112.5

To approve the transfer of funds

This was approved. **Proposed: Cllr White; Seconded Cllr Pryke; Vote: All in favour.**

18.112.6

Two signatories to sign the DD instruction for First Copy.

This was done.

18.112.7

To approve the following grants agreed at the F&C meeting of 8 November:

These were approved.

£250 – Friendship Group towards annual programme of speakers

£500 - Village Sports Day Committee

£500 - Fenstanton Youth Football Club

£250 - Rainbow Guiding Group

Proposed: Cllr White; Seconded Cllr Mitchell; Vote: All in favour

18.113

To consider quotes for kerb erosion work

These were reconsidered along with the references obtained by the Clerk. The quote from Mead Construction was approved. This was a CIL project.

Proposed: Cllr Pryke; Seconded Cllr Caswell; Vote: All in favour

Cllr Saunderson raised a point of order – that commercially sensitive items should be discussed at the end of any meetings.

18.114 Communications – Internal and External

Cllr Mitchell reported that he and Cllr Ferrier had worked on this, building on what the PC current has – the page on the village website and Spectrum. The objective is to give support and technical input to both when and where appropriate. It was important to develop a new content management system for the village website with content rich information. Another recommendation is branding – the PC should have logo and strapline (support the Parish and individuals) and move to a more proactive profile. Cllr Ferrier added that as the grants had now been signed off those recipients should be asked to badge their own communications saying they are supported by the PC. The Chairman agreed more people should be informed and that branding was a good idea.

Cllr Ferrier added that a welcome pack should be produced to welcome new people into the village – not just to the PC but all other organisations, help lines, how to report problem to DC and CC (with the help and support of the PC).

It was agreed to take this plan to the next stage with costings and a remit to talk to other organisations.

Proposed: Cllr Caswell; Seconded Cllr Kent; Vote: All in favour

The Chairman congratulated Cllrs Mitchell and Ferrier for their work on this. Cllr White pointed out to the new Cllrs that whilst it may seem the longer standing Cllrs had not been very effective this was not the case as they taken the initiative themselves on other things. Cllr Ferrier agreed but felt the PC had not highlighted this in the Parish.

18.115 Committee reports where available

18.115.1 Finance & Constitution – met 9 October 2018 – covered above.

18.115.2 General Purposes – met 4 December 2018

Cllr Pryke he would be looking to find a welder in the village to repair the bent railings in the Headlands play area. The request for a concave mirror on a difficult bend in Church Street was not a PC matter but the Clerk would assist were possible. Quotes for remedial work requested by a resident to the large tree at top of the Fen were not considered as the tree is not PC responsible. The Terms of Reference for the committee were updated.

18.115.3 Planning – noted as below

1. Proposal: Detached dwelling (ufm18)
Site Address: Poplars Greenfields St Ives
Reference: 18/01769/FUL

2. Proposal: Vary condition 2 Approved Plans of 15/01981/FUL (ufm30)
Site Address: Poplars Greenfields St Ives
Reference: 18/01769/S73

3. Proposal: Proposed Change of use of Ground Floor unit to A1 (Dog Grooming and Ancillary retail) (ufm30)
Site Address: 18 High Street Fenstanton Huntingdon
Reference: 18/02296/FUL

18.116 Reports

18.116.1 District Councillors

Cllr Dickinson confirmed there was not much to report as the DC, like CC, was working on budgets. The 2036 Local Plan had gone to the inspectors and sent back with recommendations. The next stage was unclear but she would update the PC as soon

as she could. The Chairman asked for any comments from the inspector. Cllr Mead would also be asked to report.

18.116.2 County Councillor - this was taken before Finance.

Cllr Bates reported on CCC budgets. On 11 December CCC should find out what will be awarded from Central Government. He confirmed that 80% of CC budget goes on care –the elderly, those with learning disabilities, sight problems, other disabilities, and mental health. The other element to the budget is education and children's services - about 700 children daily require care. This is a statutory duty. The remaining 20% goes towards pot holes, libraries, trading standards etc.

CC was also trying to generate income such as with the solar park at Soham which makes about £1M a year in income. This supports the 20% side of the budget.

Leasing student accommodation raises about £1M a year. Shire Hall staff would be relocating with 1,300 staff going to Alconbury. The rest would be deployed much more locally so HQ will be very slim (corporate). The land at Shire Hall would not be sold but there is interest in the hall itself possibly as a hotel venture. This should secure £47M to go into front line services over 30 years but all figures were estimates.

The Chairman queried the effect on the PC. Cllr Bates hoped that local services provided would be good and he did not anticipate any problems. Many staff members had moved into Huntingdon. He reminded all that most services were those that were not seen.

Cllr Mitchell asked when transport would move to the combined authority; Cllr Bates confirmed that it had already. Cambridge and Peterborough transport were running themselves until decisions made

To achieve a cost saving many services were shared – back office, HR, finance, estates and legal were all shared with Northampton. Cllr Bates stated that CC was one of the largest landowners in the country and had set up a development company ('This Land') of which it was the sole shareholder. It was determined to make good use of its assets. CC is not reliant on the tax payer and billed for its work so was reasonably commercial.

18.116.3 Parish Councillors

18.116.3.1 CAPALC AGM

Cllr Saunderson reported that he was currently acting treasurer for CAPALC who were suffering slightly budget wise from deciding on small increases.

18.116.3.2 CAPALC Huntingdon Conference

Cllr Caswell reported that the conference was well attended and if repeated urged all Cllrs to attend. There were several very good workshops and many stalls with a lot of good information. CAPALC had reminded all that there were increasing pressures on PCs.

Cllr Mitchell added that there was (as noted at the conference) an accreditation scheme for PCs in place and a number of PCs were going through this process. Fenstanton PC should consider this in the future. He also urged continued professional development for Cllrs. Cllr Caswell agreed adding Cllrs should do at least one event a year.

18.116.4 Clerk's Report

This was run through quickly and not in its entirety. Cllrs were asked to read again when they had time.

18.116.4.1 Drug Dealing – Hilton Road

However the problem of the possible drug dealing taking place in Hilton Road was discussed. Cllr Saunderson pointed out that this was a police matter (this had been reported by a resident) and that Alice Draper – the new police sergeant – should be informed. He added that the problem had moved from Chequer Street, which was well lit, to Hilton Road (quite well lit). Mention to be made on Facebook and in Spectrum.

18.116.4.2 Subway Graffiti

Cllr Saunderson stated that in Peterborough some schools have decorated the subways and St Neots employed a professional artist. Cllr Mitchell added that the response to this possible idea on Facebook had been very positive and the PC should start to look into this. The Chairman asked Cllr Mitchell if he would look into this with examples and contacts. Cllr Mitchell confirmed that he would. **ACTION : Cllr Mitchell**

18.117 Complaints action list update for information only – noted.

18.118 Police Report

It was noted there were minimal incidents. Contact would be made with the new sergeant.

18.119 To accept notices and matters for the next agenda

There were none.

18.120 Parish matters to note

18.120.1 Scam information leaflets

Cllr Hayes had picked up several of these leaflets from the conference and suggested one be delivered to each house in the Parish. Cllr Caswell added that he knew the constable on the particular stand at the conference and had invited him to take a stand at the future village meeting and to give a 10 minute talk. Cllr Caswell would contact him to obtain copies. **ACTION : Cllr Caswell**

Cllr Pask urged that residents without internet access are not left behind. Leaflets should be put in shops for easy pick up. All agreed.

18.120.2 Bus survey

Cllr Caswell suggested that the information for Fenstanton be drawn out from the survey. Cllr Mitchell would work on this as the combined authority mayor needed to be approached with the needs of the Parish. **ACTION : Cllr Caswell / Clerk**

18.120.3 Conington Road

Cllr White suggested the A14 Construction Team should be contacted about the bad state of this road. The Clerk to contact. **ACTION : Clerk**

THERE BEING NO OTHER BUSINESS THE MEETING ENDED AT 21.31