

## FENSTANTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON THURSDAY 12<sup>th</sup> MAY 2016 7:30 PM AT FENSTANTON & HILTON PRIMARY SCHOOL.

**Present :** Cllrs : Caswell, Dartford, Grantham, Henderson, Kent, Lee,  
Pask, Place, Pryke, Saunderson, West & White.

**In Attendance :** Mr S Dartford (Clerk), District Cllr. Mead, Mr Needle (East Anglian  
Ambulance Service) & 2 Parishioners.

**16.001 ELECTION OF CHAIRMAN FOR THE ENSUING YEAR.**

A nomination was received for Cllr. Kent to assume the office of Chairman. No other nominations were received. Cllr. Kent accepted the nomination and was duly elected as Chairman.

**Proposed:** Cllr. Pryke.                      **Seconded:** Cllr. Place.                      **Vote:** Carried.

**16.002 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**

Cllr. Kent signed the Declaration of Acceptance of Office.

19:34 The Chairman closed the meeting for the public consultation.

19:36 The Chairman re-opened the meeting.

**16.003 APOLOGIES FOR ABSENCE.**

Were received from Cllr. Dockerill.

**16.004 DECLARATIONS OF INTEREST.**

No declarations of interest were received.

**16.005 TO CONSIDER THE PURCHASE / PROVISION OF DEFIBRILLATORS FOR THE PARISH.**

The Chairman closed the meeting at 19:38 to allow Mr. Needle of the East Anglian Ambulance Service to address the meeting.

The Chairman re-opened the meeting at 19:56.

Following a full discussion it was resolved to install a defibrillator in the Village and that Cllr. Kent will accept responsibility for ensuring the equipment is in good order.

**Proposed:** Cllr. Kent.                      **Seconded:** Cllr. Caswell.                      **Vote:** 8 in favour.  
4 against.

The resolution was, therefore, carried.

Cllr. Mead agreed that should there be any shortfall in funding it would be Provided by a benefactor.

**16.006 ELECTION OF VICE CHAIRMAN FOR THE ENSUING YEAR.**

A nomination was received for Cllr. Henderson to assume the office of Vice Chairman. There were no other nominations. Cllr. Henderson accepted the nomination on the condition that it would be for one year only and asked that Members give due consideration to undertaking the role. Several Members expressed an interest but felt it would be advantage to undertake training prior to

becoming Vice Chairman. The meeting was advised that once CPALC produced a list of training dates they would be included on the calendar of forthcoming events and the Clerk would make the necessary arrangements for any Member wishing to attend.

**Proposed:** Cllr. Place.                      **Seconded:** Cllr. Pryke.                      **Vote:** Carried.  
Cllr. Henderson was, therefore, elected Vice Chairman for the ensuing year.

**16.007                      APPOINT STANDING COMMITTEES.**

The meeting resolved to re-appoint the Standing Committees en-bloc.

**Proposed:** Cllr. White.                      **Seconded:** Cllr. Place.                      **Vote:** Carried.

**16.008                      TO APPOINT REPRESENTATIVES.**

**a) Cambridge & Peterborough Association of Local Councils.**

Cllr. Saunderson agreed to represent the Parish Council.

**b) St Ives Road Safety Committee.** Cllr. Saunderson agreed to represent the Parish Council.

**c) Village Hall Management Committee.** Cllrs. Place and Saunderson agreed to represent the Parish Council. The representatives were requested to report to the Parish Council on any meetings held by the Village Hall Trust.

**d) Fenstanton Literary Institute.** The meeting was advised that the current Trustees wish to remain. It was agreed that the Trustees remain unchanged.

**16.009                      TO APPROVE THE MINUTES OF THE MEETING HELD 14<sup>th</sup> APRIL 2016.**

The minutes were approved and signed by the Chairman.

**Proposed:** Cllr. White.                      **Seconded:** Cllr. Pryke.                      **Vote:** Carried.

**16.010                      MATTERS ARISING.**

Agenda item 15.143. The meeting was advised that the properties on the Low Road have not been included in the District Council's recommendation to the Local Government Boundary Commission as part of the Huntingdonshire Electoral Review consultation.

Agenda item 15.153.4. The meeting was advised that the pedestrian lights on the London Road have been re-instated.

**16.011                      ANNUAL PARISH ASSEMBLY.**

The notes of the Annual Parish Assembly were distributed to all Members for Information and were duly reviewed.

**16.012                      POLICE REPORT.**

**16.012.01. To review the list of reported crimes.**

A report of crimes for the month of February, the latest available from the Police, were distributed to all Members present for information. The meeting was advised that during April 3 cars, parked in Oaklands, were broken into and items stolen. It was noted that 2 of the vehicles had been left unlocked. It was also reported that 2 garages in Chequers Court had been broken into and items stolen. A small trailer was also stolen from a driveway in Chequer Street on the night of 6<sup>th</sup> / 7<sup>th</sup> May.

**16.013 CORRESPONDENCE & CLERK'S REPORT.**

**Fenstanton Cricket Club:** The meeting was advised that the Cricket Club has now been dissolved due to a lack of members. It was the decision of the Club to donate £500 to the Parish Council in consideration of the support given over the years. The meeting was advised that the payment is shown in the Financial Report.

**HDC.** A CIL payment of £774.26 has been received in respect of the development between 7 Bell Lane and the Limes. The meeting was advised that the payment is shown in the Financial Report.

**HDC.** Notification has been received showing the 1<sup>st</sup> instalment of the precept has been made. The meeting was advised that the payment is shown on the Financial Report.

**Fenstanton Youth Football Club.** Permission is requested to allow the Club to play home games at Hampton Close for the forthcoming season. The matter will be referred to the General Purposes Committee for consideration.

**HDC – Street Naming & Numbering.** Notification of a new street name at 22 High Street. The access road to the 5 properties is to be known as cedar Close.

**Mrs Stimpson,** has submitted 3 names for the Village Community Award. The matter will be included as an agenda item at the next meeting.

**Mr. McCandless.** A request has been received from Mr. McCandless to purchase the currently redundant Community Speed Watch signs at a price of £25.00 each. The Clerk is currently investigating the legalities of selling the signs. The meeting agreed to refer the matter to the Finance & Constitution Committee, subject to the Parish Council being at liberty to sell the signs.

**CB300.** Information and an update on the Capability Brown celebrations had been distributed to all Members.

**Clerk's report.**

Members of the Burial Board undertook an inspection of the cemetery headstones on 3<sup>rd</sup> May. The Chairman of the Burial Board supplied supplementary information. The meeting discussed the situation with regard to ensuring surviving relatives undertake the responsibility of ensuring memorials are kept in a safe condition. Cllr. Grantham agreed to assist in trying to trace relatives.

The internal Audit was undertaken on 4<sup>th</sup> May. The auditor was satisfied with the Parish Council's accounts and practices. A vote of thanks was made to the RFO in achieving a positive audit.

**Proposed:** Cllr. Henderson.

**Seconded:** Cllr. Kent.

**Vote:** Carried.

A refund of £38 has been paid to the Parish Council in respect of the Queen's Birthday Cream Tea event. The payment is shown on the Financial Report.

## 16.014

**COMMITTEE REPORTS.**

**16.014.01. Planning Committee.** Draft minutes of the meeting held 5<sup>th</sup> May had been distributed to all Members present. The meeting was advised of correspondence received from a Parishioner expressing his disappointment at the Planning Committee's decision to approve the application for development on land south of Oaklands. Supplementary information was given by the Chairman of the Planning Committee. The Strategic Analysis of Infrastructure Consideration paper had been distributed to all Members present and will be discussed at the June meeting of the Parish Council.

## 16.015

**REPRESENTATIVES REPORTS.****16.015.01. District Councillors report.**

District Cllr. Mead reported on matters appertaining to the Parish. A Member enquired of District Councillor Mead if the District Council were making provision for the building of Council houses as an article in the press had reported that South Cambs District Council had undertaken such action in Swavesey. The meeting was advised that provision exists as an Exception site, whereby land would be provided by a land owner and where building would not normally be allowed.

**16.015.02. County Councillors report.**

In the absence of County Cllr. Bates no report was given.

**16.015.03. Other.**

A report was given on the District Road Safety Committee meeting which was held on 10<sup>th</sup> May.

## 16.016

**FINANCE****16.016.01. To adopt the Annual Accounts.**

It was resolved to adopt the Annual Accounts.

**Proposed:** Cllr. Henderson.      **Seconded:** Cllr. Pryke.      **Vote:** Carried.

**16.016.02. To approve Receipts and Payments for financial year 2015/2016.**

The Receipts and Payments Account and Supporting Statement as prepared by Mr. S. L. Dartford, the Responsible Financial Officer, were approved by resolution and signed by the Chairman.

**Proposed:** Cllr. Pryke.      **Seconded:** Cllr. Dartford.      **Vote:** Carried.

**16.016.03. To approve the Statement of Accounts and Annual Governance Statement for Financial Year 2015 /2016.**

The Statement of Accounts and Annual Governance for financial year 2014/2015 as prepared by the Responsible Financial Officer were approved by resolution, and signed by the Chairman.

**Proposed:** Cllr. White.      **Seconded:** Cllr. Pryke.      **Vote:** Carried.

**16.016.04. To re-appoint Ensors as the Internal Auditor for 2016 / 2017.**

The meeting resolved to re-appoint Ensors as the Parish Council's Internal Auditor.

**Proposed:** Cllr. Pryke.      **Seconded:** Cllr. Dartford.      **Vote:** Carried.

**16.016.05. To receive the Financial Report & approve payments.**

The Financial Report had been distributed to Members. It was resolved the payments be approved.

**Proposed:** Cllr. Pryke.      **Seconded:** Cllr. Saunderson.      **Vote:** Carried.

**16.016.06. To Approve The Transfer Of Funds.**

The RFO recommended a transfer of £1,700 from the Instant Access Business Account to the Current Account to cover expenditure for the month of May.

**Proposed:** Cllr. Pryke.

**Seconded:** Cllr. Henderson.

**Vote:** Carried.

**16.017 CALENDAR OF KNOWN FORTHCOMING MEETINGS.**

Dates of forthcoming meetings had been distributed to Members.

**16.018 PARISH MATTERS TO NOTE.**

1. A Member had observed 10 lorries parked on the A14 east bound slip road.
2. A Member had observed that a number of tablets in the Cremated Remains area of the closed Churchyard had sunk.
3. The meeting was advised that the Inspector has now granted approval of the A14 upgrade, however, there is now a 6 week period for objections to be lodged.
4. The Chairman advised the meeting that he would be meeting with Mr. Moffat (Head of HDC Planning) to discuss the situation of Contractors vehicles parking in the Village during the construction of the planned developments.

There being no further business the meeting closed at 9.10pm.

Abbreviations used in these minutes are as follows:-

HDC.  
RFO.

Huntingdonshire District Council.  
Responsible Financial Officer.

Signed \_\_\_\_\_ ( Chairman )

\_\_\_\_\_ ( Date )