

FENSTANTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 8th MAY 2014 7:30 PM AT FENSTANTON & HILTON PRIMARY SCHOOL.

Present : Cllrs : Blunt, Dartford, Harlock, Henderson, Kent, Lee, Pask, Peerthy, Place, Pryke, Saunderson & West.

In Attendance : Mr S Dartford (Clerk).

14.001 ELECTION OF CHAIRMAN FOR THE ENSUING YEAR.

A nomination was received for Cllr. Henderson to assume the office of Chairman. There were no other nominations. Cllr. Henderson agreed to accept the nomination on the proviso that it would be for one year only.

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

Cllr. Henderson was, therefore, elected as Chairman for the ensuing year.

14.002 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.

Cllr. Henderson signed the Declaration of Acceptance of Office.

7:34 The Chairman closed the meeting for the public consultation.

7:37 The Chairman re-opened the meeting.

14.003 APOLOGIES FOR ABSENCE.

Were received from: Cllr. White & County Cllr. Bates.

14.004 DECLARATIONS OF INTEREST.

No declarations of interest were received.

Members were reminded to advise the Clerk of any changes to their declared interests at the earliest opportunity.

14.005 ELECTION OF VICE CHAIRMAN FOR THE ENSUING YEAR.

A nomination was received for Cllr. Kent to assume the office of Vice Chairman. There were no other nominations. Cllr. Kent accepted the nomination.

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

14.006 APPOINT STANDING COMMITTEES.

The meeting agreed to suspend standing order 12 para. g and appoint Standing Committees at the June meeting of the Parish Council at the Chairman's request to allow sufficient time to evaluate membership of the Committees.

14.007 TO APPOINT REPRESENTATIVES.

a) Cambridge & Peterborough Association of Local Councils. Cllr. West advised the meeting that he no longer wished to act as the Parish Council's representative. Cllr. Saunderson agreed to fill the position on a one year basis.

- b) **St Ives Road Safety Committee.** Cllr. Saunderson agreed to represent the Parish.
- c) **Village Hall Management Committee.** Cllrs. Place and Saunderson agreed to represent the Parish Council.
- d) **Joseph Ellis Foundation.** Cllr. Lee advised the meeting that she wished to remain as the Parish Council's representative although a vacancy had arisen and the Trust wished the Parish Council to fill the position. Cllr. Pask agreed to fill the vacancy. The Clerk will advise the Trust of the appointment.

14.008 TO APPROVE THE MINUTES OF THE MEETING HELD 10th APRIL 2014.
The minutes were approved and signed by the Chairman.
Proposed: Cllr. Lee. **Seconded:** Cllr. Blunt. **Vote:** Carried.

14.009 MATTERS ARISING.
There were no matters arising.

14.010 TO REVIEW COMMENTS RAISED AT THE ANNUAL ASSEMBLY OF THE PARISH.
The notes of the Annual Parish Assembly were noted and there were no further comments.

14.011 POLICE REPORT.
14.001.01. To review the list of reported crimes.
A report of crimes for the month of March, the latest available from the Police, was distributed to Members for information. The meeting felt that the information received from the police is vague and that it may be possible for Members of the Parish Council to liaise with members of the Police and obtain more comprehensive information.

14.012 CORRESPONDENCE & CLERK'S REPORT.

Jonathon Djanogly: A14 improvement.

Village Sports Committee. The Community Award trophy will be returned to the Clerk for presentation on sports day. The Village Sports Committee have suggested that a Councillor presents the award.

Mr & Mrs Pulley. A14 improvement. The Clerk will reply to Mr & Mrs Pulley and consider the contents of the letter under agenda item 14.015.

Clerk's report.

A Parishioner has advised the Clerk that lorries are parking on the Cambridge Road (Dairy Road) overnight. The Clerk will advise the Police, County Highways and Environmental Health of the situation.

The Internal Audit was undertaken on 1st May 2014. The Auditor was satisfied with the Council's accounts and procedures.

14.013 COMMITTEE REPORTS.
14.013.01. Planning Committee. A report of planning issues since the last meeting was given by the Chairman of the Planning Committee.

14.013.02. Burial Board. The Chairman of the Burial Board advised the meeting that a review of headstones for safety had been undertaken on 15th April. Several were found to be unstable and a meeting took place at the Cemetery on 30th April between the Chairman of the Burial Board, the Clerk and a Stonemason. Work to make the headstones safe will be undertaken in the near future.

14.014 REPRESENTATIVES REPORTS.

13.014.01. District Councillor's report. There were no matters to report.

13.014.02. County Councillors report. In the absence of Cllr. Bates the Clerk advised the meeting that the County Council re organisation from cabinet governance to a 5 service committee structure becomes effective from 13th May.

14.014.03. Other. East Anglian Road Safety Committee. Cllr. Saunderson reported on the meeting held 1st May.

14.015 A14 UPGRADE – SCOPING CONSULTATION.

Cllr. Lee and the Clerk had reviewed the document and advised the meeting that the section on air quality suggested that the level of pollution would be reduced in the Village. It was noted that under the section appertaining to hotels it was stated that noise levels are also expected to reduce.

The meeting expressed concern that noise and pollution levels had not been taken into account from the existing A14 once it is de-trunked.

The meeting agreed that should a Public Inquiry be held, the Parish Council should be represented. The meeting agreed that this should be taken under the auspices of the Traffic and Transport Committee. Cllr. Kent agreed to obtain the views of members of the former A14 Action Group and the possibility of the group re-forming although he felt the underlying issues are not as great as previously. Cllr. Kent also agreed to make contact with the Highways Agency and obtain more information regarding noise and air pollution.

14.016 TO CONSIDER THE LEVEL OF PARISH COUNCIL SUPPORT FOR THE CAPABILITY BROWN CELEBRATIONS.

The meeting agreed to support in principal the celebrations but will defer any decision to the level of support or commitment until such time as further information becomes available.

14.017 TO APPROVE THE REQUEST FROM THE SCOUT GROUP TO HOLD THE BIG BREAKFAST EVENT ON CLOCK TOWER GREEN.

The meeting resolved to grant approval for the event to be held 14th June.

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

14.018 TO APPROVE THE REQUEST FROM THE UNITED REFORM CHURCH TO USE CHAPEL GREEN FOR A BRASS BAND CONCERT.

It was resolved to grant permission for the event to be held on 14th June.

The meeting was advised that the event has already been advertised and a Member expressed dismay that such action had been taken prior to the Parish Council granting permission for the use of the Green.

Proposed: Cllr. Harlock. **Seconded:** Cllr. Kent. **Vote:** Carried.

- 14.019 TO APPROVE THE PARISH COUNCIL RISK STRATEGY & RISK REGISTER.**
A copy of the document had been distributed to all Members. The meeting felt mitigating factors should be included in the document. Cllr. Kent agreed to make the necessary amendment. The meeting resolved to approve the Risk Management Strategy and Risk Register.
Proposed: Cllr. Lee. **Seconded:** Cllr. Place. **Vote:** Carried.
- 14.020 PARISH ACTION PLAN.**
The meeting agreed to include the renovation of the Village sign on the Action Plan.
- 14.021 FINANCE**
- 13.021.01. To adopt the Annual Accounts.**
It was resolved to adopt the Annual Accounts.
Proposed: Cllr. Pryke. **Seconded:** Cllr. West. **Vote:** Carried.
- 14.021.02. To approve Receipts and Payments for financial year 2013/2014.**
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. Kent. **Seconded:** Cllr. Harlock. **Vote:** Carried.
- 14.021.03. To approve the Statement of Accounts and Annual Governance Statement for Financial Year 2012 /2013.**
The Statement of Accounts and Annual Governance for financial year 2013/2014 as prepared by the Responsible Financial Officer were approved by resolution, and signed by the Chairman.
Proposed: Cllr. Harlock. **Seconded:** Cllr. Kent. **Vote:** Carried.
Cllr. Harlock wished the excellent progress made in identifying risk be annotated on the Statement.
- 14.021.04. To receive the Financial Report & approve payments.**
The Financial Report had been distributed to Members. It was resolved the payments be approved.
Proposed: Cllr. Kent. **Seconded:** Cllr. Harlock. **Vote:** Carried.
- 14.021.05. To Approve The Transfer Of Funds.**
The RFO recommended a transfer of £1460 from the Instant Access Business Account to the Current Account to cover expenditure for the month of May.
Proposed: Cllr. Kent. **Seconded:** Cllr. Harlock. **Vote:** Carried.
- 14.022 CALENDAR OF KNOWN FORTHCOMING MEETINGS.**
Dates of forthcoming meetings had been distributed to Members.
- 14.023 PARISH MATTERS TO NOTE.**
1. Although not a Parish matter a Member expressed concern at the traffic jams caused by the traffic lights for the Guided Busway on Harrison Way.
 2. A Member expressed disappointment that no Parish in the area enters the Anglia in Bloom Competition.
 3. A Member had observed that vehicles approaching the Headlands roundabout disregard the warning sign.
 4. A Member expressed concern at the poor condition of the roads in the village as a result of potholes.

There being no further business the meeting closed at 9.36pm.

Abbreviations used in these minutes are as follows:-

RFO. Responsible Financial Officer.

Signed _____ (Chairman)

_____ (Date)