

HADSTOCK PARISH COUNCIL



Minutes of the Annual Meeting of Hadstock Parish Council held on Thursday 16 May 2019 at 7.30pm in the Village Hall

Present: Parish Councillors Rick Albrow, Keith Nuttall Sara Porter and Parish Clerk Sara Beckett and 2 members of the public.

- 1. Election of Chairman ~ Cllr Albrow was nominated to be Chairman for 2019/20 by Cllr Nuttall and seconded by Cllr Porter Unanimous RESOLVED 19/05/01**
2. The Chairman welcomed all to the meeting, read the fire safety notice and informed all that the meeting may be filmed or recorded.
- 3. Apologies for absence were received** from County Councillor Walsh (subsequently received and accepted from Cllr Smith)
4. Clerk received acceptance of office forms from elected Councillors ~ Albrow Nuttall and Porter
5. Clerk received the register of interest forms from Councillors Albrow & Nuttall to forward to the monitoring officer at UDC. The remaining ROI are pending but will be attended to
- 6. Election of Vice Chair, members to Committees and Council Representatives:**
 - [a] Election of Vice Chair ~ Councillor Nuttall was nominated & seconded unanimous **RESOLVED 19/05/6a**
 - [b] Election of Chair to Planning Committee~ this position was discussed and deferred for future consideration
 - [c] Election of Village Hall representative ~ Councillor Nuttall was nominated & seconded unanimous **RESOLVED 19/05/6c**
 - [d] Election to any other bodies was discussed there was one other that was related to UDC and would need further information Clerk to action
- 7. Declaration of Members' Interests and requests for dispensation.** None. Councillors were reminded of the need to keep up to date their Register of Members' Interests.
8. The minutes of the last meeting held on Thursday **25 April 2019** were received and approved. **RESOLVED 19/05/08**
- 9. Public participation** ~ a resident expressed concern over The Kings Head and was invited to take part in the discussion at Agenda item 25. It was felt that an email of thanks should be sent to ex District Councillor Howard Rolfe who contributed greatly to the activities in the village, to discussions at the Parish Council, gave helpful advice and actioned many relevant points raised.
- 10. To receive and note the report from the District Councillor** ~ the Clerk had tried to contact the newly elected District Councillor to no avail. Details of newly elected Councillors were not

available on the UDC web site until approximately 4:00pm today. The Clerk subsequently received a response from Cllr James De Vries

- 11. To receive and note the report (if any) from the County Councillor** ~ Cllr Walsh sent his apologies and a recent report which was circulated to all.
- 12. Internal Auditor** ~ The Clerk reported that Mr G Walker would be appointed as the Internal Auditor for 2019/20 **RESOLVED 19/05/12**
- 13. Councillors consider renewal of Parish Council Insurance** ~ due 01 June 2019 ~ 2 quotes were previously sent to Councillors.
[a] Came & Co £387.42 premium for a 1-year term/£370.55 premium for a 3-year term
[b] Zurich £434.90 premium for a 1-year term /£409.62 premium for a 3-year term
The details and comparisons were considered and following a discussion it was **RESOLVED 19/05/13** to accept the quotation from Came and Co for a 3-year period at an annual premium cost of £370.55 To review in time for further renewal in 2021 **Clerk to action**
- 14. Councillors reviewed the Risk Assessment document updated for May 2019** which had been sent previously to Councillors. The Clerk went through the detail of each risk identified and Councillors were satisfied and **RESOLVED 19/05/14** to accept and adopt the updated and reviewed Risk Assessment.
- 15. It was RESOLVED 19/05/15 that the future meeting dates for the remainder of the financial year commencing at 7:30 are as follows**

20 June 2019	23 January 2020 (Budget setting)
25 July 2019	05 March 2020
12 September 2019	17 April 2020 +
17 October 2019	17 April 2020 Annual Meeting of the Parish ~ 8:00pm
14 November 2019	14 May 2020 Annual Parish Council Meeting
12 December 2019	

These dates will be on the website and in addition in the Village Magazine.

Councillors were advised that the June meeting is of importance as this will involve approval of accounts, internal audit and details for submission as part of the External audit process.

- 16. Action points and matters arising from previous meetings:** Updates for information only.
 - a. Clerks Report.**

Reviewed and Updated Standing orders will be available for approval at the next meeting.
Cllr Nuttall will continue with the PRow walk
Lens path posts ~ still awaiting response from Essex Highways
Moules Lane drain ~ still awaiting response from Essex Highways
VAS ~ following from the Annual Meeting of Parish and previous investigation the Clerk has obtained an idea of cost of a movable VAS (approx. £2000) and will bring that forward at a future meeting. Deploying may require authorisation Police/Highways regulation order and Essex Highways. To contact Safer Neighbourhood Team
Speeding Data ~ awaiting Essex Highways
Outcome of investigatory reports by Essex Highways from Meeting in the Autumn 2018 ~ to continue to press for an answer and continue to seek help from the District Councillor
VAT reclaim ~ to seek confirmation of safe receipt.
Barrell repair in Recreation Ground still waiting for this to be resolved
A stepping post in Recreation Ground has actively been removed due to rot.

Pathway near Linton Zoo ~ Linton Parish Council contacted but no response (update on Agenda)

b. Councillors Report.

Willow tree has been attended to

Weed control on Len's Path

Cllr Albrow reported ~Having contacted Cambridgeshire County Council the footway near Linton Zoo will be reconstructed with addition of kerbing. This will be undertaken in September 2019 with a road closure in place

17. Planning Application/s: none

18. Decisions made by UDC on planning application/s:

Fell 1 No. Walnut. Fell 1 No. Tree (Species not Known). **Walnut Cottage Walden Road Hadstock CB21 4NX**

Ref. No: UTT/19/0970/TCA | Received: Thu 25 Apr 2019 | Validated: Thu 25 Apr 2019 | Status: No Objections

Proposed rebuilding of borrowed light built over basement window. **Gate House Linton Road Hadstock Cambridge CB21 4NU**

Ref. No: UTT/19/0429/LB | Received: Tue 19 Feb 2019 | Validated: Mon 11 Mar 2019 | Status: Approved

19. Highways report ~ Speed watch continuing

20. Public Rights of Way ~ Cllr Nuttall will continue with walks and replace yellow direction signs..

The steps and rail reported at the Annual Meeting of the Parish in fact have been attended to and resident who reported it has since apologised

The issue of fly tipping from the horse fields does not seem to have continued but to keep an eye on this.

Strimming of village footpaths will be needed in the future

21. Linton Road update ~ Cllr Albrow /Clerk see Item 16b

22. Recreation Ground Report ~

A long term plan will need to be discussed to include monitoring, reporting equipment maintenance, trees, the Inspection report and finances. We have a volunteer who will carry out some maintenance of vegetation but we need coordination of a plan

23. Parish Land ~ The Village Fete is Saturday 15 June. Clerk to ask Rangers to tidy around stones by the seat and telephone box. To consider repainting the Telephone Box to ask Rangers if this would be in their remit

24. Village Hall Report ~ nothing to report. The clerk requested that the tables are not placed on top of each other as it is impossible to get them ready for the Parish Council Meeting and that the chairs in the storage room are placed so that they can be manoeuvred using the appropriate piece of equipment

25. The Kings Head ~ The long term solution is for it to be reopened as a business. The owner appears to be uncontactable. Meeting with Nigel Brown is still awaited. Following a lengthy discussion, a meeting is urgently required with Officers of District Council and District Councillor De Vries to discuss the way forward near the site. Information was considered from Historic England. Clerk to action further. The name of the building should be referred to as The Kings Head.

26. FINANCE REPORT

[a] Finance Report included a discussion on the asset register which needs updating. This should be discussed with the Internal Auditor and possibly an additional inventory of other items.

The account spreadsheet for 2019/20 will be presented at the next meeting having been confirmed with the Chair. The Bank accounts were presented for all Councillors to verify.

We now need a new signatory for the bank account and it was agreed to add Cllr Porter as an authorised signatory to the Bank account **RESOLVED 19/05/26a**

The Clerk reported that the Council was now not compliant under the General Power of Competence and had previously sent LTN 08 to all Councillors for information.

Section 137 relevant payments will now have to be accounted for with the relevant legislation noted.

[b] The receipt of precept £5014.00 from UDC (this is half of the demand) was noted

[c] Councillors were reminded to complete Election expenses form and send to UDC Electoral Services by 30 May which is a legal requirement even if it is NIL.

[d] To agree the payments presented at the meeting

The Clerks April salary was approved at the last meeting but the cheque was not presented for signature so is presented again.

CHEQUE NO.	INVOICE NO.	PAYEE	DESCRIPTION	COST	V.A.T	TOTAL
101225		Ms S A Beckett	April 2019 Salary	271.07		271.07
101226	5334297	Came & Co	Annual Insurance premium	370.55		370.55
				TOTAL		641.62

27. Correspondence (no recommendations/resolutions can be made)

28. Items to be considered for next Agenda: External Audit -Recreation ground- Kings Head – Essex Highways - Co-option for ordinary vacancy.

Date of next Parish Council Meeting: 20 June 2019

Meeting closed at 21:11

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Signed as a true record and RESOLVED to approve

20 June 2019