

HEMINGFORD ABBOTS PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Wednesday 28 June at 7:30pm at the Hemingford Abbots Village Hall

Present

Parish Councillors:

Bridget Flanagan
John Peters
Marcus Whewell (Chair)
Zoe Ryall (Vice Chair)
Christine Nicol

Clerk:

Mrs Maxine Blewett

Members of the Public:

None

MINUTES

40. **To receive Apologies for absence**
Apologies received from HDC Cllrs. Mike Grice, Sarah Wilson and Sarah Conboy and CCC Councillor Doug Dew.
41. **Reports from County Councillors and District Councillors**
None.
42. **Councillors' Declaration of Disclosable Pecuniary and Other Interests**
None.
43. **Public Participation Session**
No members of the public were present.
44. **To Consider planning applications, decision notices and tree work applications**
- 44.1 **21/01313/TRCA** T1 Sycamore, fell close to ground level – now too large for garden. 20 Common Lane
Rec'd 7/6/21.
- 44.2 **21/01322/TRCA** T1 Ash: fell decayed tree to ground level T2 Yew: reduce by 2 metres to improve shape.
T3 Cypress: reduce to 5m to clear power line and pole T4 Oak: reduce laterally by 3m to clear front of house.
T5 & T6 Cypress: reduce height to 5m to reduce shade cast into neighbouring garden. 32 Common Lane
Rec'd 7/6/21. **HAPC resolved neither for nor against this application.**
- 44.3 **21/01203/TREE Monterey** Cypress T1 - crown lift to 7m, to provide more light and space over bungalow.
Monterey Cypress T2 - remove. Kyrenia Royal Oak Lane Hemingford Abbots. Rec'd 4/6/21. Extn. To respond
until 30/6/21. **HAPC resolved to recommend refusal of the Application.**
HAPC feels very strongly that these trees should be retained. T1 has a TPO, that is of high amenity value to the public and the street scene in the Conservation Area. It is in the centre of the village, adjacent to the open public space of the Playing Field. HAPC recognises that some maintenance work may be required but questions the necessity of the crown lift to 7m. HAPC suggests that expert advice should be sought to ensure that the health and retention of the tree are not compromised. HAPC, in the absence of a reason for the removal of T2, and for the reasons given above, does not recommend approval of this application.
45. **To approve the minutes of the meetings held on 26 May 2021**
Resolved to approve the minutes of the meeting held on 26 May 2021.
46. **Matters arising from the previous meetings and Action Points**
- 46.1 Website – Cllr ZR has received the contract from Town and Parish Council Websites (T&PCW) which confirms the development costs as £984.00 and annual hosting fees £360.00. T&PCW omitted their fee of £385.00 for the migration of the existing website content. J. Brown informed ZR that he is unable to continue website/email support due to workloads and he suggested that T&PCW include email storage as part of the hosting element of the contract. The IMAP option was considered the best option as emails are stored on the server and not on individual computers. The cost per email account is £2 per month and 250 meg. of space is included. It was **RESOLVED** that HAPC include the data migration from the old to the new website and to continue with the .org email address hosted through the IMAP option. MW. asked ZR to speak to J. Brown to confirm how much

email storage HAPC requires and for ZR to also arrange for the contract to be updated with the changes for the next Parish Council meeting.

46.2 LHI – MW has not received any further information from Highways since 12th July. We still await the contractor start date for the work to begin.

46.3 **RESOLVED that HAPC purchase one Heritage Board and three half size Information Boards** for the
46.4 Playing Field area The costs include £700 artwork, £500 Heritage Board and £300 installation. Each Information Board will cost £200. BF will provide wording for the boards and contact Coral Walton to confirm details. Coral has worked with HDC, The Wildlife Trust and the Ouse Valley Trust for circa 20 years and because of her specialism in this field HAPC, for pragmatic reasons, has not undertaken a formal tendering process.

46.5. Think Communities – MW provided an update on his Zoom meeting with Ann Pinkney (AP). AP's email providing full details of HDC's work in this area and has been circulated to all Councillors.

46.6 The Barn, Royal Oak Corner – MW visited the property and met with the owners who are keen to meet with HAPC to discuss their planning application. MW reported that the barn has rotten timbers, and the back wall was in a poor condition. The owners confirmed they have had travellers on their land and had removed heritage bricks to a secure place. Other plans include replacing plants and trees that had been removed.

46.7 Clerk confirmed: Steve Alexander as the temporary Highways Manager at CCC; A. Dollard was to visit the owners of Hemingford Park w/c 28 June and that all the reported issues (damage to gates/barrier repairs) had been followed up with CCC..

47. To consider the best options available to fill 1 Vacancy on the Parish Council

MW encouraged everyone to continue to identify potential recruits to the role of Councillor.

48 Financial Matters

48.1 **RESOLVED** to approve the financial report and approve the payment of bills:

Pay-ment Method	Expense Code	Description / Payee	Date / Period	Net	VAT	Total	Comments
BACS	4000	Clerk's Salary	May	£ 385.70	£	£ 385.70	
BACS	4020	HMRC	May	£ 96.60		£ 96.60	
BACS	4060	Clerk's expenses	May	£ 8.00	£	£ 8.00	Home working
BACS	4220	Bradgate Fencing	Grass cutting	£ 132.00	£ 26.40	£ 158.40	
BACS	4200	Peace Memorial	Grant	£ 600.00		£ 600.00	
BACS	4315	Laptop Security	AsKIT	£ 33.32	£ 6.66	£ 39.98	
BACS	4095	Internal Audit	Mijan Ltd	£ 77.70		£ 77.70	
BACS	4065	Meeting Room Hire	HAVH	£ 54.00		£ 54.00	
Total Payments				£ 1387.32	£ 33.06	£ 1420.38	

48.2 **RESOLVED** to approve and sign the revised 2020-2021 AGAR Annual Return Section 2

48.3 **RESOLVED** to defer approval of the quarterly bank reconciliation until the next Parish Council Meeting when the bank statements for the quarter will have been issued.

48.4 **RESOLVED** to accept the quotes received from K&M Lighting and Power Networks for the replacement of the four streetlights. Clerk to contact K&M.or the work to be scheduled and dates agreed with Power Networks..

49. Village Maintenance and Repairs

Clerk has emailed Steve Alexander at Highways CCC asking for an update on all outstanding issues:

49.1 a)Reported on 5 & 25 May 2021, Reference 00367959 – New Road - broken gate at the entrance to Hemingford Abbots – Pam Hans is dealing with the case and HAPC have confirmed to CCC that there was no LHI or PFHI scheme involved when the gates were erected. JP advised in an email to Councillors that village gate repairs may now be the responsibility of the Parish Council.

b)Reported on 29 April 2021, Reference 00367662 – Barrier repairs – CCC advise they are consulting with their contractor and will confirm a date for the repairs as soon as possible.

c)Reported on 5 & 25 May 2021, Reference 00369628 – Broken Gate on Bailey Bridge (end of Meadow Lane) – no date has been set for the repair.

d)White lines have been repainted at the junction of Meadow Lane and Common Lane.

e)Emailed Highways on 20 April 2021 to arrange a site visit and followed up with Steve Alexander. This won't be possible until a replacement Officer has been appointed. Officer. This was to look at one of the low verges at the entrance to Hemingford Park from Common Lane.

49.2 To report K&M Lighting are still awaiting replacement parts for streetlights 124 and 406.

49.3 **RESOLVED** to hold a 'Come and Meet your Parish Council' event to encourage involvement of the electorate in shaping HAPC's future strategy. To be arranged in September 2021, or when COVID measures are relaxed if later.

49.4 **RESOLVED** to purchase a small, wheelchair access heavy duty recycled plastic picnic table for the Playing Field, cost £410.00 plus VAT. Clerk to contact Recycled Limited, the provider, to confirm arrangements for erecting the new picnic table and what service they provide for the removal of the old table.

50. Correspondence received

50.1 HAPC to respond to the CPCA survey before 5 pm on 5 July 2021. Councillors to forward their selections to MW and the Clerk.

50.2 Ann Pinkney, Community Connector at HDC sent an email detailing their services. They are working with other Parish Councils and after collating information they will share community engagement ideas. MW reported on this (46.5).

50.3 An email was received from the Environment Agency (EA) in response to HAPC's letter to them regarding the clearance of the Astro Turf Site. The EA will be meeting with the new owner of the site in July to set a date for the removal of the Astro Turf. In response Cllr JP said the site should have been cleared 3 years ago and the EA should insist on the removal of the Astro Turf immediately. HAPC will be writing to the EA to request that there be no delay until July.

50.4 HAPC's Internal Auditor recommends the Playing Field Charitable Trust restart regular meetings. HAPC **RESOLVED** to recommence quarterly meetings beginning in July 2021. Cllr JP requested that HAPC's Dispensation Procedure be reviewed and updated at the next Parish Council Meeting

51. Closure of the Meeting

The meeting closed at 9.15 pm.

Date of Next Meeting:

July 26th Parish Council Meeting, Hemingford Abbots Village Hall 7.30 pm

Signed.....Chairman Date.....

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