

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Parish Council held on Tuesday 26 March 2019 in the Village hall, Coach Drive at 7.30pm

Councillors Present:
 Cllr Ben Banks (BB)
 Cllr Garry Johnson (GJ)
 Cllr Isabel Robinson (IR)
 Cllr Richard Cottam (RC);
 Clerk: Kim Quince
 In attendance: Cllr Philip Allen

1.	Apologies for absences Apologies received from Cllr Chris Coleridge who had work commitments	
2.	To receive Members' declaration of interest and dispensations None received.	
3.	To approve and sign the minutes of the Parish Council meeting on 15 January 2019 The minutes were approved and duly signed as a correct record by the Chair.	
4.	Public Participation – no members of the public were present	
5.	Cambridgeshire County and District Councillor reports County and District written reports had been circulated. These will be posted on the village website. Cllr Philp Allen was in attendance and provided a verbal update.	
6.	Clerk's report and updates on business actions of the previous meeting Report from Planning Meeting 26 February Members agreed no recommendation or comments for small planning applications (extensions or alterations), in response to SCDC Parish consultation, unless there were material considerations or significant planning concerns raised. S/0620/19/FL Erection of replacement dwelling and garage, Lordsbridge Farm, Cambridge Road – no recommendation. S/0377/19/FL First floor rear extension, 100, High Street, Harlton – no recommendation. S/0369/19/PN Prior notification of agricultural or forestry development for information only – noted. A reminder was given for members to go into Barclay's branch for ID checks to activate the online banking authority. Linda Brown (VHT) had forwarded copies of the gas maintenance registration 2018/2019 and Village Hall risk assessments. Lon Spencer had kindly volunteered to give the playground fence a coat of timber preservative. CCC had advised that investigations in respect of an application to register a Public Footpath (route runs in a north south direction from Public Footpath No.1 to St Mary's Church) were on hold because of staff changes in the Asset Information office. Steve Edmundson had advised there was a delay in producing the bus stop flags	GJ CC

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7.	<p>Finance:- The bank statements/ reconciliation were presented. External / Internal Audit 2018/19 – the Annual Governance and Accountability Returns (AGAR) and instructions had been received from PKG Littlejohn via email.</p> <p>Grant considerations: Little Owls Pre-school: A grant of £300 was agreed for 2019. This is a single payment not linked to how many children attend but the council were happy to review and discuss a grant application again next year. Harlton Parochial Church Council (HPCC) – a grant of £300 for 2019 in lieu of grass cutting costs on the Glebe was agreed</p> <p>Invoices and order of payments for approval:- £519.20 K. Quince (Salary: Standing order payments February, March) £32.80 HMRC, PAYE deductions: January, February, March £300, HPCC (2018 grant) £300 Little Owls Preschool grant £127.02, CCC Street Lighting Energy Costs</p>	
8	<p>Annual ROSPA Safety inspection for the childrens playground The RoSPA playground inspection is due to take place during April. The council agreed to request an appointment for a member to accompany the inspector during the inspection, at the additional cost of £42 + vat.</p>	BB GJ
9.	<p>Arrangements for the Annual Village Meeting – Tuesday 30 April It was agreed the Parish Council will provide light refreshments again this year (LGA, S137). Clerk to organise the hospitality and send out invites to the Village Hall Trustees and local community groups and organisations. Chairman will provide a brief Chairman’s report on behalf of the Parish Council.</p>	Clerk BB
10.	<p>East West Rail Route Options Consultation/ Response Isabel Robinson had submitted a response on behalf of the Parish Council Harlton. Given the limited consultation period for Parish Councils, members had agreed to make a recommendation via email in support the CamBedRailRoad group’s proposal routing the railway line through Bedford South via new stations at St Neots South, Cambourne, Northstowe, via Cambridge North and Cambridge Central.</p>	
11.	<p>Reports and consideration for ongoing business including:-</p> <p>Village Hall Trustee Liaison - Minutes of the VHT meeting 16/1/2019 received. Isabel Robinson had attended the VHT meeting 20/3 and reported the following: The trustees were looking at getting quotations for external painting to window sills and frames; it was agreed for VHT to seek 3 quotes on behalf of the Parish Council. The PC felt that any UPVC guttering replacement should be considered when deemed necessary. A question was raised by the trustees about the Burnt Farm development planning approval conditions in respect of the Village Hall boundary wall. The PC suggested any queries regarding the Decision Notice (Clerk to send a copy to Roger Mortimer) should be made to the SCDC planning team or Tom Banks. The clerk will follow up</p>	IR Clerk

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	<p>her enquiry whether S106 (Communities and Open Space Contributions) are applicable. Church and Village are in a good financial position and would like to donate £50 to Harlton Parish Council, which the trustees hoped could go towards the upkeep of the playground (painting of the equipment or fence) Management of the Clunch pit – Gary Robinson reported there had been some minor tree damage recently in the area, which would be assessed at the next safety inspection this year. The moribund tree on the Glebe would be removed during the wider tree work programme this year. Monthly Children’s playground inspection – this had been undertaken by Garry Robinson and Ben Banks; all reported satisfactory. Defibrillator for the village It was agreed to purchase a Defib (cPAD) and cabinet from Community Heartbeat Trust – a charity organisation recognised by the local council sector for supply of Community Defibrillation and ongoing support and training at the cost of £ 1650 plus vat. The Chairman reported the CIG were happy for the cabinet to be sited on the wall of the Hare and Hounds. There may be additional costs for the electrical installation and annual running costs to keep the cabinet heated; the Chairman will liaise with the pub landlord to arrange this. The clerk was tasked with placing the order and to investigate annual maintenance costs. It was agreed to enquire whether Peter England would consider being Community co-ordinator and liaise with the Clerk in support of Governance of the equipment and project (maintenance checks including adequate community training awareness sessions for volunteers).</p>	<p>GJ BB Clerk</p>
<p>12.</p>	<p>To consider correspondence – circulated and noted. 26/03/2019 Harlton Parish Council - 2018/19 AGAR PKF Littlejohn instructions 25/03/2019 Philip Allen, District Council Report March 15/03/2019 Lina Nieto, CCC Hardwick Division March/ April Report 14/03/2019 Cambridgeshire and Peterborough Minerals and Waste Local Plan Further Draft Consultation - 15 March 2019 to 25 April 2019 06/03/2019 Greater Cambridge Planning Policy Monthly Update - March 2019 05/03/2019 Heidi Allen MP Newsletter (March)</p>	
<p>13.</p>	<p>Incidents and observations relating to the village There had been a number of shed and house break ins in the village recently. Residents should be encouraged to notify the police. Chapel Hill in Haslingfield will be closed 1st May – 17th May The roads in the village had not been swept for a while. The clerk will investigate via the Highways reporting portal</p>	<p>Clerk</p>
<p>14.</p>	<p>Date of next meeting Tuesday 30 April Annual Village Meeting Tuesday 21 May Annual Parish Council Meeting</p>	

Meeting closed 9.30pm

Signed.....Date.....