

HARLTON PARISH COUNCIL

Minutes of the Meeting of Harlton Parish Council held on Tuesday 14 June, 7.30 pm in the Village Hall, Harlton.

Attendees: Parish Cllrs Chairman: Ben Banks (BB); Richard Cottam (RC); Isabel Robinson (IR); Kim Quince, Parish Clerk (KQ); District Councillor Lisa Redrup (LR)

22-23/1 Apologies for Absence - Cllr Chris Coleridge, Cllr Garry Johnson

22-23/2 Councillors' Declarations of Interest

- To receive updated Councillor Members Interest Forms – none received
- To receive declarations of interest from Councillors on items on the agenda - none
- To grant any requests for dispensation as appropriate – none

22-23/3 Public Participation (10minutes) - no members of the public were present

22-23/4 Approval of Minutes

- **To approve the minutes of the meetings on 10 May 2022** – All accepted: the minutes were signed by the Chair as a correct record of the meeting.
- **To receive report on actions from previous meeting** – KQ reported CCC Highways Regulations and Policy Officer had advised that the 'Unsuitable for HGV' signs into Washpit Lane were advisory not regulatory: therefore an application for funding under the Local Highways Improvement (LHI) initiative would apply. **Action:** KQ to write to the site owner, in the first instance, to request that the Storage Depot Operator ensures that haulage contractors are made aware of how to access the site.

22-23/5 County and District Council Matters

Reports received from Cllr Atkins County Councillor and District Councillor Lisa Redrup: these will be available to read from the Parish Council page of the village website. Cllr LR was in attendance. She agreed to find out whether the Greenways cycle route alignments, agreed by the Greater Cambridgeshire Partnership (GCP), would include links to Harlton in the future. She encouraged Cllrs to attend the EWR face-to-face engagement session in Haslingfield on 19th July, 2-8pm)

22-23/6 Planning Matters - To receive any new Greater Cambridge Shared Planning Notifications: **22/01827/FUL** – Erection of new 4 bed two storey detached dwelling, adjacent to 54 Eversden Road- **All agreed no comments**

22-23/7 Annual Business – Document reviews in progress: to carry over.

- a) Review of the Council's policies, procedures and practices in respect of its obligations under Freedom of Information
- b) Review of Council's Complaints Procedure
- c) Review of Council's Employment policies and procedures

22-23/8 Finance:

- a) To approve the Annual Accounting Statements for Year End 31st March 2022 - **All supported.**
- b) To receive the Internal Auditor Report for Year ended 31st March 2022 – **the Internal Audit had been undertaken and the AGAR form signed off.**
- c) To review and approve the Annual Governance Statement 2021/22 of the Annual Governance and Accountability Return (AGAR)
- d) To review and approve the Accounting Statements 2018/19' of the Annual Governance and Accountability Return.

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- e) To complete the Certificate of Exemption – AGAR 2021/22 – (to certify exempt from a limited assurance review - Local Audit (Smaller Authorities) Regulations 2015). **The AGAR Return (re items c to d) were completed: all approved and signed by the Chair. The clerk will publish the documents on the website.**
- f) Notice of the period for the exercise of public rights. Dates noted – **Action: Clerk to publish the notice on the village website.**
- g) To resolve to approve and pay order of invoices, BACs transfers and standing orders: **All supported and approved the following payments. Action:** Clerk to forward copy of invoices and payment details to Cllr BB and GJ to authorise online BAC's transfer payments.
£300 – Harlton PCC, Donation in lieu of grass cutting costs for the Glebe 2021
£174 – Danielle Kinsella, Annual Web and email hosting fee 2022
£360 Shire Trees Ltd, emergency tree works (retrospective approval)
£75 SCDC, Uncontested Election fee
£7.60 SSE Southern Electric (DD), Unmetered Supply, Street Lighting (March 2022)

22-23/9 Reports and discussion for ongoing items:

- East West Rail, Cambridge Approaches and Harlton Working group updates: the next EWR Local Representative Group meeting, currently scheduled for June, may be moved to July. Cllr IR will nominate a representative if she is unable to attend. Noted that EWR have a drop-in engagement event in Haslingfield on 19th July.
- **Village Hall Trustee Liaison:** The Jubilee celebration picnic on the Glebe was well attended. The PC extended thanks to the VH Jubilee committee for organising the event. Well done to all.
- Management of the Clunch pit: noted that a latch on one of the kissing gates missing, however this was not a safety issue and the gates still function without.

22-23/10 Correspondence received: circulated and noted.

- 2022/05/31 3CG Shared Services Drainage and Waste Disposal Awareness Session
- 2022/05/10 CCC Transport Strategy Stakeholder Engagement Survey 2022
- 2022/05/10 County Councillor Annual report May 2022
- 2022/05/16 Planning Consultation 22/01827 – new detached 4 bed, two storey dwelling Everden Road
- 2022/05/16 GCP, Cambourne to Cambridge Better Public Transport and Active Travel Project. Environmental Impact Assessment: Public Consultation 16 May to 11 July.

22-23/11 Incidents and observations relating to the village – there were reports of a head on collision with a motor cyclist and motor car in the High Street. The motor cyclist has been in touch to extend his thanks for all the village efforts and help and support at the time of the incident.

22-23-12 Matters for Consideration at next meeting – Policy review documents.

22-23/13 Date of next meeting – the meeting of 19 July was rescheduled to 2 August

Meeting ended 9pm

Signed Chairman.....