

SOUTHOE & MIDLOE PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING
Held on WEDNESDAY 1 Nov 17
In SOUTHOE VILLAGE HALL at 7.30pm

Present Dick Saw (**DS**) Vice - Chairman, I Davies (**ID**), Sharon Mitchel (**SM**), Sue Brierley (**SB**).
Ms R. Mimiene (**RM**) Clerk
CC Cllr P Downes (**PD**)
HDC Cllr T Hayward (**TH**)
No members of the public.

2017/18

11/377 To Receive Apologies and Reasons for Non Attendance

11/377.1 Clerk reported that PC Cllrs A Marnes, R Horsman and A Kiley sent apologies for absence.

11/378 Declarations of Interest for Members (Disclosable Pecuniary Interests)

11/378.1 There were no declarations of interests.

11/379 District and County Councillors Reports

11/379.1 HDC Cllr TH reported that HDC are working on the strategy for homeless people and parking issues. A1 safety meeting is planned later on this month, the suggested time is Fri afternoon at around 3pm. On 15 Nov 17 there is an event organized by HDC for anyone who wants to be a District Councillor. Regarding the Public Right of Way – CCC contacts provided by HDC Cllr TH. Please report any footpaths issues via <https://highwaysreporting.cambridgehsire.gov.uk> . CCC can issue warning and send their contractors to carry out the works and will charge the farmers for ploughing the public footpaths. Cllr ID email CCC and will include CC Cllr PD to find out PC rights in this issue.

11/379.2 CC Cllr PD: Main issues facing CCC listed in the report attached.

CC Cllr PD and HDC Cllr TH leave the meeting.

Meeting was closed for the members of the public to raise any issues

11/380 Open Forum – For all members of the public and press present

No members of the public present.

Meeting re- opened

11/381 To Receive and Approve the Minutes of the Parish Council Meeting 4 Oct 2017

Proposal: Proposed by Councillor ID, seconded by Councillor SM, all in favour, and it was **Carried**
RESOLVED that the minutes be accepted and signed as a true record of the meeting.
Minutes were signed.

11/382 Matters arising from those Minutes

None.

11/383 A1 Matters

Covered under HDC Cllr TH report, Agenda item 11/379.1.

11/384 Planning

11/384.1 Outcome from HDC Kerri Boydell re: the mobile home at 3 Lees Lane, Southoe. To monitor. PC

11/384.2 No planning application received in this period.

11/385 Consultations

11/385.1 Housing & Economic Land Availability Assessment: October 2017 will be available for you to view and comment between the following dates: Start date: 04/10/17 18:00 End date: 03/11/17 16:30 Please select the following link to view this event:
<http://consult.huntingdonshire.gov.uk/portal/pp/helaa/helaa-10-2017> 5 Oct 17

No PC comments.

11/386 Finance

11/386.1 To Consider and Approve Budget and Precept 2018/19: Draft report prepared by Cllrs AM and ID circulated to full PC. Members looked at the figures. Budget to be agreed at Dec PC. Carry this item forward.

11/386.2 To note Current and Business a/cs balance as at 30 Sep 17: Q2 accounts for Jul, Aug & Sep 17 – Bank Reconciliation carried, cashbook updated.

Current a/c balance as at 30 Sep 17: £6,824.99

Business a/c balance as at 30 Sep 17: £31,768.46

11/386.3 Income and Expenditure report as at 30 Sep 17, Noted.

Signed for and on behalf of Southoe & Midloe Parish Council.....2017

CHAIRMAN

- 11/386.4 Regarding payment to HMRC: To further consider the best option for PC: DD, telephone and Internet banking. PC still can pay by Chq payment only the Post Office will not be able to do the payment via Employer Payment booklet after 15 Dec 17
In process. Clerk to further investigate.
- 11/386.5 To Note CIL payment for £1388.94 for the planning application Ref No 1301639FUL: remittance advice received from HDC
To check the planning Ref No as the one emailed by HDC seems to belong to the development in Spaldwick.
Note since meeting: The correct Planning No is 16/02515/FUL which is for the Construction of new residential dwelling at 32 Lees Lane. Regulations on spending emailed PC.
- 11/386.6 Expenditure for approval 1 Nov 17

Date	Cheque No.	Payee and Description	Amount
1 Nov 17	994	R Mimiene, Clerk wages Oct 17 £201.07 and expenses on running cost of the Council Oct 17 £4.80 (mileage £4.80)	£205.87
1 Nov 17	995	HMRC Tax deductions from Clerk wages Oct 17 payable to Post Office Ltd	£31.60
1 Nov 17	996	Savills: Rent 29/09/2017 to 24/03/2018 (chq payable to OUEM)	£379.18
1 Nov 17	997	Mr Holdaway, grass cutting Oct 17 (awaiting the Invoice) – Invoice for Oct 17 not received.	£0.00
Total Nov 17 payments:			£616.65

Proposal Proposed by Cllr SM, seconded by Cllr SB, all in favour and it was **RESOLVED** that all items listed in 11/386.6 are to be paid. **Carried**

- 11/387 PC Risk Register, approved at the last meeting, Cllr A Kiley**
Cllr AK reported on his absence that he will try to update this and will complete by the next meeting. **AK**
- 11/388 To Approve Assets Register, Cllr A Marnes and Clerk**
PC has the Assets register. Cllr AM and the Clerk will update the Assets Register with the correct figures. In progress. **AM, Clerk**
- 11/389 Parish Council Website: updated by Cllr R Horsman**
Website is progressing well and will be fully operational on 1 January 18. PC agreed that all Minutes from previous website would need to be transferred. Clerk to respond to Cllr RH. **Clerk**
- 11/390 To further discuss the Defibrillator for Southoe & Midloe Village**
Cllr AM reported on his absence that he checked the options for the Defibrillator and there are several options available ranging from just over £1k up to £2.5k. Defer to Dec PC. **AM**
- 11/391 Village Security & Policing Matters**
None raised. There has been a burglary in the village, damage was done to the property.
- 11/392 Highways Matters**
- 11/392.1 Chase up letter dated 5 Oct 17 (following the one sent on 19 Jun 17) was sent to The Old Rectory re: overgrown hedge. Hedge on the corner is now cut back. To do the whole hedge would probably need a proper equipment. It was agreed that the hedge is not dangerous now.
- 11/392.2 To consider the Village a HGV exclusion zone/area
PC can apply for it and police could then enforce it. This would not stop deliveries to the village.
- Proposal** Proposed by Cllr ID, seconded by Cllr SM, all in favour and it was **RESOLVED** that PC will proceed with investigation for the HGV exclusion zone for the village. **Carried**
Cllrs ID and DS will investigate. **ID, DS**
- 11/393 Village Grass cutting issues and Footpaths issues in the village**
- 11/393.1 Village Grass cutting issues – Cllr ID approached one contractor Antony Abbs. The offer is: £100 per cut x 12 cuts/year from Apr to Sep. Not VAT registered. This contractor is using a cylinder mower.
Currently PC uses HDC contractors and PC is charged at £94.17 per cut plus VAT (PC claim VAT back). HDC are using the rotary mower.
Clerk approached one more contractor. CGM Group will issue the quote too.
PC to make a decision at Dec PC.
Hedges on the PF are attended by HDC contractor as instructed after Oct PC. To decide the future cuts of this hedge.

Signed for and on behalf of Southoe & Midloe Parish Council.....2017

CHAIRMAN

- 11/393.2 Footpaths issues in the village – covered under the Agenda item 11/379.1.
- 11/394 Play Area & Playing Field**
- 11/394.1 Monthly Play Area Risk Assessment and Yearly Inspection
Still waiting for the inspection by Wicksteed. Cllr ID will meet the Inspector on site. ID
- 11/395 Village Hall**
Nothing to report.
- 11/396 Village Matters**
- 11/396.1 Notice Board – Cllr AK reported on his absence that he has completed one side of the notice board involving new cork board and routing the door frames to recess the Plexiglas. He did not intend to perform the same exercise on the rear unless required. Cllr AK will submit receipts for the next meeting. Cllr AK currently has both sets of keys (Sharon's and Alan's). PC agreed that NB looks very good now. **AK**
- 11/396.2 Finger post – Ian Winfield replied to the residents on 26 Oct 17. Hedge is on CCC land and PC were granted permission by CCC. A list of approved contractors been sent to Cllr DS. Consult contractors and get estimates for that.
- Proposal Proposed by Cllr SB, seconded by Cllr ID, all in favour and it was RESOLVED that PC will consult the contractors and get 3 estimates/quotes for the work. Carried**
Cllr AK wishes to refurbish the finger post. Suggested to budget £300 for the whole project. AK, DS
- 11/397 Streetlighting**
No issues raised.
- 11/398 Church & Burial Matters**
- 11/398.1 To further discuss the possible repairs of the memorial stones, Cllr A Marnes
2 families fixed the grave stones as noted at the last meeting. Mrs Lofthouse will be paid by PCC. Proposed to repair the rest. 2 more quotes needed. Then take a vote to proceed. 1 quote stated around £150 per gravestone. AM
- 11/399 Correspondence**
MAGPAS Air Ambulance wrote to PC saying thank you for the donation of £50.

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

Clerk leaves the meeting.

- 11/400 To re-sign Clerk's contract as amended after the pension scheme was agreed by PC and to consider annual increment for the Clerk**
It was agreed that the Clerk's contract would be signed by the Chairman and the Clerk at the December meeting.
Councillors also discussed/considered a request from the Clerk for an annual increment increase to be back dated to April 2017. After long discussion it was proposed that we postpone any increment increase until April 2018 but that this should be finalised at the December meeting.

- 11/401 Councillors Questions**
None.

- 11/402 Date of the Next Meeting: Wed 6 Dec 17 at 7.30pm at the Village Hall.**

Meeting finished at 9.30pm

These minutes are considered draft until ratified at the Parish Council meeting