

Minutes Of Meeting Held On Wednesday 14th November 2018

Present

Cllr Neil Farbon
 Cllr Tony Reynolds
 Cllr Shirley Firth
 Cllr Andy Notman
 Cllr Terry Huggins
 Cllr Andrew Pendered
 DCllr Graham Bull

Sarah Mizuro, Clerk
 One member of the public

	Action
<p>81. Apologies and reasons for absence– Cllr Reynolds, CCllr Steve Criswell, CCllr Jill Taverner – Unanimous vote to accept apologies.</p>	None
<p>82. Declarations of Interest– None.</p>	None
<p>83. Public Forum– A member of the public had attended the meeting with an interest in the traffic calming measures being considered. Cllr Farbon asked if they had read the item in the recent newsletter, and it was agreed that they would be included in the discussion of the LHI bid later during the meeting– item 92. DCllr Graham Bull was pleased to report that the local plan had been modified with no significant changes being made. There now follows a further seven weeks of public consultation and it should be finalised by May 2019. All items in the plan are considered of good quality and housing numbers have been accepted. The budget process has now been started and government allocations are awaited. Cllr Pendered asked if gritting would be included in the budget for this year. DCllr Bull replied that this may be reduced and he would keep the Parish Council informed on this.</p>	None
<p>84. Minutes -.The minutes of the last meeting were agreed and signed.</p>	None
<p>85. Finance –A report was presented and the bank statements checked and signed from Unity Trust Bank, the Barclays statement has not been received. All items for the external audit have been processed and sent to the External Auditors but as yet no response has been received, the clerk has chased this. Vat return no reply received the clerk has chased this. Payments agreed: 11. Woodhurst Village Hall Hire July – Dec £200.00 12. Parish Clerk Salary November £181.44 13. N. Farbon Expenses – Newsletter Printing £74.00 14. J.J. Garden Maintenance £147.99 15. Community Action Suffolk – Insurance adjustment following updated asset values £38.83 A reserve of £5000.00 is allocated for the LHI bid contribution. As agreed at the last meeting a trial has been run of Xero accounting system, this was discussed and it was agreed to proceed with this. A monthly subscription is charged and a method of payment was discussed as this is only accepted by card. The Parish Council is not able to have a card issued by Unity Trust Bank. Cllr Notman suggested opening a payment card which could then be used to make the monthly subscription. This would have monies placed on it by standing order each monthly only to cover the amount of the Xero subscription. Cllr Notman proposed, Cllr Farbon seconded. Cllr Notman to organise.</p>	SM / AN

<p>86. Unity Trust Bank - As agreed at the last meeting Cllr Notman has opened two savings accounts with Unity Trust Bank. It was agreed that Cllr Farbon would contact Barclays and close both accounts and transfer the monies to the new Unity Trust savings accounts.</p>	NF
<p>87. Health & Safety – Cllr Notman has reported the broken kerb stones around the pond to Highways. Cllr Notman also commented that there is a small issue with standing water where a pipe is blocked. Cllr Marr offered to help with unblocking the pipe.</p>	AM
<p>88. GDPR – This Item to be carried forward to the next meeting.</p>	None
<p>89. Public Rights of Way – No issues.</p>	None
<p>90. Planning Applications – Cllr Farbon informed the meeting that it had be brought to his attention that tree application are not reviewed by the Tree Officer at HDC. This means that future tree applications need to be commented upon by the Parish Council and any issues raised. Two places have been booked for training on planning which is to take place on two days. Cllr Farbon to attend and dates to be emailed to all councilors for the second place to be filled.</p>	All
<p>91. Maintenance – Cllr Farbon informed the meeting that the litter bin in West End has not been emptied. Cllr Notman has informed HDC and was told to contact the Parish Council, he is continuing to make enquires. Cllr Farbon has also informed CCllr Bull who is also looking at this. Cllr Farbon commented that there are some roadside drains blocked with leaves, he will contact highways about this.</p>	AN
<p>92. Traffic Calming/ LHI Bid -.Cllr Farbon informed the meeting that a response to the initial application has been received and it has been accepted as feasible. The next stage is for this to go before a panel on 13th December. A representative of the Parish Council can attend to present further information to back the bid or this can be submitted in writing. Cllr Notman suggested that a written submission could be better thought out prior to presentation. Cllr Farbon invited the public member to ask any questions or make any comments on this. They commented that they had attended the meeting to discover more about the traffic calming measures and asked about the speed indicators. Cllr Farbon explained that these could be moved around the village, could be programmed to show speed, say thank you and also collect data on the speed vehicles were travelling through the village. Analysis completed by Cambridgeshire County Council showed that this is one of the most effective methods of traffic calming. Cllr Notman reported that parishioners were expressing concern about overtaking on the bends out towards the A 141. Cllr Farbon recommended that this is reported via the police website.</p>	NF / AN
<p>93. Village Hall – Nothing to report.</p>	None
<p>94. Internal Audit Items – As agreed at the last meeting, Cllr Farbon has completed a Contract Review with JJ Garden Maintenance and is satisfied that all areas recommended in the Internal Audit are covered. A Risk Assessment of Asset Register items has been completed by Cllr Farbon and Notman. The only item that needs to be checked by an expert are the timber fire hooks, this has been organised.</p>	NF
<p>95. Bus Shelter – Cllr Notman stated that the bus shelter was decorated for the anniversary of the start of the First World War with the plan being to asses it again in 2018. Cllr Pendered commented that there was no justification for a replacement as the structure was sound. Cllr Farbon felt that the parishioners should be asked for input on redecoration and it was agreed that this would be included in the next newsletter and put on social media. Cllr Notman suggested that the noticeboard was cleared out, the clerk agreed to do this.</p>	NF / AN / SM

<p>96. Natural Woodhurst – Cllr Notman suggested that now all transaction from Natural Woodhurst are complete, the Parish Council should write to Karen Holley and express thanks for the work carried out and commitment shown to the village by all the members of Natural Woodhurst. Cllr Farbon to do.</p>	<p>NF</p>
<p>97. Precept / Budget 2019 – The precept form was completed with an unanimous vote to implement precept at £5900.00 for 2019.The 2019 precept form was completed and signed. Clerk to ensure this is sent.</p>	<p>SM</p>
<p>98. Wheatsheaf Crossroads – The minutes have been received of the meeting regarding the Wheatsheaf Crossroads attended by Cllr Farbon and hosted by St. Ives Road Safety Committee. This was well attended with representatives from local Parish Councils and ENVAR. All agreed a roundabout would be the best solution but no funding is currently available. Other options are being considered and priced.</p>	<p>None</p>
<p>99. Clerk Training – Cllr Farbon suggested a CAPALC training course for the clerk. Prices and course content to be obtained for discussion at the next meeting.</p>	<p>SM</p>
<p>100. Correspondence – See correspondence log.</p>	<p>None</p>
<p>101 . Items for the next meeting – LHI Bid, Accounting Software.</p>	<p>SM</p>

There being no further business the meeting closed at 20:30

The Next meeting will be held on Wednesday 12th December 2018.