

Woodhurst Parish Council

Minutes Of Meeting Held On Wednesday 13th February 2019

Present

Cllr Neil Farbon
 Cllr Shirley Firth
 Cllr Andy Notman
 Cllr Alistair Marr
 Cllr Tony Reynolds
 CCllr Steve Criswell 20:00 – 20:10

Sarah Mizuro, Clerk
 Two members of the public

	Action
<p>125. Apologies and reasons for absence– Cllr Pendered, Cllr Huggins, DCllr Graham Bull, CCllr Jill Taverner – Unanimous vote to accept apologies.</p>	None
<p>126. Declarations of Interest– Cllr Farbon item 132 Public Rights of Way.</p>	None
<p>127. Public Forum– A member of the public expressed concern regarding the possibility of microplastic waste being produced at the Envar site due to the number of carrier bags visible at the site. Cllr Notman commented that a large number of carrier bags are now biodegradable. Cllr Marr said most microplastics were created on the seabed so not relevant to the Envar site. The disappearance of one of the planters from the bus shelter was reported. J J Garden Maintenance were asked to purchase a replacement and Cllr Marr suggested that this was secured to the bus shelter. CCllr Criswell had nothing specific to Woodhurst to report and asked for any question. Cllr Farbon enquired as to progress with the County budget. CCllr Criswell said this had now been set and there was a balanced budget. Council tax will increase by 4.99% which is the maximum allowed. Cllr Farbon asked for an update on refuse centre closures and CCllr Criswell confirmed that the site at Bluntisham would remain open.</p>	None
<p>128. Minutes -.The minutes of the last two meetings were agreed and signed.</p>	None
<p>129. Finance –A report was presented and the bank statements checked and signed from Unity Trust Bank. The monies from the Barclays accounts have been transferred to the new Unity Trust accounts, with £100 being left in the current account. VAT return payment has been made but missed on the bank statement, a review of reconciliation procedure will be made and future returns will be completed online. A payment card has been ordered but not received, this will be used for the monthly fee for the Xero accounting programme. Payments agreed: 18. Village Hall Hire Jan to March 2019 £120.00 19. Clerk Salary January £181.44 20. Cllr Notman Expenses One.com website £41.94 21. J.J. Garden Maintenance £167.50 22. Balfour Beatty Streetlighting Maintenance Contract £432.00 A reserve of £5000.00 is allocated for the LHI bid contribution.</p>	SM
<p>130. Health & Safety – No issues reported.</p>	None

Woodhurst Parish Council

<p>131. GDPR – Cllr Farbon spoke about the progress with adding a footer to all council emails advising of the Parish Council GDPR policy. The clerk has sent Cllr Notman an example of this and it was agreed that a link would be sent up to the GDPR policy. Cllr Farbon has circulated a copy of the Personal Data Register and this was adopted with Cllr Notman proposing and Cllr Marr seconding. Cllr Notman to update website to include this policy.</p>	AN
<p>132. Public Rights of Way – Cllr Notman enquired who the contact would be for any future issues with Public Rights of Way on Fullards Farm land. Cllr Farbon informed the meeting that he would remain as the contact for this. It was agreed that there would be no ongoing requirement for a specific post of Footpaths Officer.</p>	None
<p>133. Planning Applications</p>	
<p>19/00141/TRCA The Spinney, Church Street</p>	None
<p>Remove Lilac Tree diseased and old - - possible root system undermining integrity of party wall. Remove Cherry Tree - Hindered from light and by larger trees remove to give room and light to other trees. Remove 2 x lime trees in order to give room light and space for the remaining four trees of this type in the garden.</p>	
<p>19/00132/TRCA Elvetham House, 1 The Paddocks</p>	
<p>T1 1x cherry - reduce to previous reduction points (circa 2m) to maintain size G1 Ivy covered hawthorn stems - reduce height to match remainder of hedgerow along footpath (circa 2.5m)</p>	
<p>These were discussed and no objections were raised.</p>	SM
<p>134. Maintenance – Cllr Notman advised that the grass around Ridges Pond is currently cut by Cllr Farbon who is leaving the village. J. J. Garden Maintenance were asked if they could include this in the grass cutting they already cover. This was agreed.</p>	None
<p>135. Internal Audit - As part of the internal audit advice a risk assessment of the Parish Council Asset Register was made by Cllr Farbon and Cllr Notman. This was adopted with Cllr Notman proposing and Cllr Marr seconding. It was noted that this should be reviewed annually and Cllr Notman will update the website to include this risk assessment.</p>	AN
<p>136. Planning Training Forum – Cllr Farbon reminded the meeting that the second Forum would be taking place in March and the content of this would be relevant to Woodhurst Parish Council. Clerk to circulate information and attendance to be discussed at the next meeting.</p>	SM
<p>137. Traffic Calming/ LHI Bid -.Cllr Farbon informed the meeting that a final decision would be made on 13th March and the Parish Council would be notify by email. The St Ives Traffic Committee are still looking at possible solutions to the issues at the Wheatsheaf crossroads. Clerk to ensure contact is maintained.</p>	SM
<p>138. Village Hall – A meeting of the Village Hall Committee has been held and there will be some change in personnel. There will be more events held in the near future.</p>	None
<p>139. Clerk Training – Training date to be looked at for the coming year.</p>	SM
<p>140. 2019 Meeting Dates – These have been confirmed and the Village Hall booked.</p>	None

Woodhurst Parish Council

141. Bus Shelter – An item to be including in the next newsletter asking for views on decoration from parishioners.	AN
142. Correspondence – See correspondence log.	None
143. Election of New Chairman – Cllr Farbon thanked both past and present Councillors and Clerks for all the work done during his time as a Councillor. Cllr Notman was voted in a new Chairman and Cllr Marr as Vice Chairman. Cllr Notman thanked Cllr Farbon for his time as Councillor and Chairman. He also thanked him and Annabel for all they have done for the village throughout the past years. The Councillor vacancy will be advertised.	SM
144 . Items for the next meeting – LHI Bid, Bus Shelter, Planning Forum, GDPR.	SM

There being no further business the meeting closed at 20:32

The Next meeting will be held on Wednesday 13th March 2019.