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**Minutes of the Bluntisham Parish Council Meeting  
Monday 8<sup>th</sup> December 2014 at 7.30pm at The Village Hall, Mill Lane,  
Bluntisham**

**Present:** Chair: Mrs Joan Gutteridge, Mrs Margaret Lumb, Mrs Kathy Searle, Miss Emily Godfrey, Mr Gary James, Mrs Cynthia Curtis, Mr Frank Hudson, Mrs Tracey Davidson (Clerk),

**Also present:** Cllr Robin Carter & 7 members of the Public

	<b>Open Forum</b> – Mrs S Everest commented on the Pharmacy planning applications as she has concerns with the consequences.	
1920	<b>Dispensation Forms received and decisions given</b> – Nothing to report	
1921	<b>Declarations of interest for items on the agenda</b> – Mrs Kathy Searle and Mrs Joan Gutteridge item 1939 Planning application 1401897FUL as both know the applicants well.	
1922	<b>Apologies for absence</b> – Cllr Steve Criswell & Cllr Mike Francis.	
1923	<b>County Council &amp; District Council Reports</b> – Cllr Robin Carter advised that he has met with Mr Dunlop regarding 16 Hollidays Road street lighting emails received. A request has been made to relocate the lighting unit outside No 2 currently lighting the verge. The lighting at the junction is adequate. So far only an acknowledgement has been received but he will keep the PC in the loop. As the area in question is a footpath and on a bus route it needs addressing. Two further lights are now out in Wood End and have been reported and hopefully will be fixed within the next 5-10 days. He is also chasing Estates at HDC in relation to Presses Close regarding parking on the green area. The Chairman thanked Cllr Robin Carter for his report and support with the lighting situation within the village.	
1924	<b>Cricket Nets</b> – Richard Saltmarsh advised that we have been informed that planning permission is required for the new nets. It was agreed that the parish will put the application in as they are the land owners, however the application and all costs will be funded by the cricket club. Richard and the clerk to meet and discuss the planning application.	Clerk/Richard Saltmarsh
1925	<b>Minutes of the Parish Council meeting dated 3<sup>rd</sup> November 2014 to be approved and signed</b> – Minutes approved and signed by the Chairman. <i>(Proposed Mr Frank Hudson, Seconded Mrs Cynthia Curtis. All agreed)</i>	
1926	<b>Matters arising from previous minutes</b> – Mrs Margaret Lumb advised that item 1913 hasn't been completed.	
1927	<b>FY2014/15 Accounts – to end October 2014</b> No concerns raised with the accounts. Total receipts £12974.51 & total expenditure £8818.68. Mrs Margaret Lumb asked if a donation to the Poppy Appeal would be made by the PC. All agreed that donations are not made to any charity. <i>(Proposed Mr Gary James, seconded Mrs Kathy Searle. All agreed.)</i>	

	<i>Annex 1</i>	
1928	<b>Accounts for payment and November income summary</b> – No concerns raised with the accounts for payment and income summary. Mrs Cynthia Curtis and Mrs Margaret Lumb signed cheques. ( <i>Proposed Mrs Margaret Lumb, seconded Mrs Cynthia Curtis. All agreed</i> )	
1929	<b>Agree 2015/16 Budget and Precept</b> – The Chairman advised that the precept for the coming year will be £92827, which is an increase of 5%, however, it has been 3 years since the last increase. The main reason for the increase is the hedge cutting maintenance, additional village maintenance & maintenance at the old churchyard. ( <i>Proposed Mr Gary James, Seconded Mrs Kathy Searle. All agreed.</i> )	
1930	<b>Committee updates:</b> a) <b>Allotments Committee</b> – the committee would like to put a toilet on the allotments. There will be no cost to the PC as the allotments committee are applying for grant funding. They propose to have a rota for cleaning the toilet if approved. The PC unanimously approved the request. ( <i>Proposed Mrs Kathy Searle, Seconded Miss Emily Godfrey. All agreed.</i> ) The new allotment numbers have now been secured to each plot making it easier to identify individual plots. b) <b>Hall Management Committee</b> – meeting held on 10 November and actions included in the agenda. c) <b>Finance Committee</b> – met to approve the budget and set the precept for 2015/16	Frank Hudson
1931	<b>Timebanking commitment for 2015</b> – Mr Gary James & Mrs Cynthia Curtis are happy to be the PC representatives on this group. Mr Gary James advised that Mrs Michelle Gore (Bluntisham Baptist Church) is happy to act as the administrator. It was discussed that there is a possibility that funds from the Community Fund will be allocated to support the project. It was agreed that the Village Hall could be used to carry out meetings, if available, for the group. Mr Gary James is to contact Mrs Michelle Gore and the Clerk is to update Cllr Steve Criswell.	Clerk/Gary James
1932	<b>Sumerling Way – Hedge Quotes</b> – The clerk has received 3 quotes to cut the back of the hedge which abuts the fencing to all properties along Sumerling Way. The quotes are as follows: Upwood Tree Services - £600 John Talbot Tree Services - £400 + VAT Fergussons - £780 + VAT It was discussed that following viewings of the hedge 2 of the contractors were going to cut gaps into the main hedge to remove the debris. The PC confirmed this wasn't acceptable. The clerk is to go back to the contractors to advise if the quotes will increase if they do not cut gaps in the hedge. It was agreed that one gap in the middle would be acceptable, if needed.	Clerk
1933	<b>Parish Council 5 year plan</b> –The clerk suggested having an annual action plan in conjunction with the 5 year rolling plan as this is very vague. It was agreed that the clerk is to share the initial action plan drawn up with the committee for approval at the next meeting.	Clerk
1934	<b>Official Naming of Park</b> – Mr David Gedye was invited to discuss this in more detail. The Feoffees have been looking into the history of park and produced a document showing the history of the park dating back to 1891. David suggested officially naming the park Triplow's Close Recreation	

	Field as the history shows this was the original name of the original park area. It was agreed to defer the item and discuss it at the next PC meeting. The Chairman asked if the Feoffees were happy for the park to be named and Mr Peter Searle advised they haven't discussed it. The Chairman also asked Mr Peter Searle when they are next meeting to discuss the Bus Shelter in Block Hill. The Feoffees are not due to meet until March 2015, but they will share some amended plans with the PC prior to this meeting for their approval.	Clerk
1935	<p><b>Crime, Road Safety &amp; Highway Warden Update (to include HCV, ENVAR &amp; Hanson reports as appropriate)</b></p> <p><b>Crime:</b> Since last Council meeting there have been 57 burglaries although none documented in Bluntisham. Several telephone scams are around. Any call allegedly from the police or bank regarding card fraud is likely to be false. If a card is left from PDS parcel delivery requesting a call to a number beginning 090 ignore as this is not legitimate. Notices prohibiting parking in St. Ives surrounding the Oliver Cromwell statue are now in place.</p> <p><b>Highways:</b> A large pothole at the junction of East Street &amp; Colne Road has now been repaired. A recent walkabout did not highlight any problems &amp; bids have been submitted for the next financial year for resurfacing of some roads &amp; footpaths within the village. Antisocial parking in the village is to be addressed by the police.</p> <p><b>Road Safety:</b> The police are having a crackdown on cyclists without working lights. If stopped a ticket will be issued. On production of an invoice for purchase of lights at a police station within a time frame this will be cancelled. If not the ticket will be processed &amp; a fine issued. Speedwatch are still arguing over working conditions. The committee has invited the new co-ordinator to the January meeting to discuss the new guidelines.</p> <p><b>HCV:</b> The report by the Environmental Audit committee of MP's on health hazards regarding air pollution mirrors this committee's findings in 2013 when studies in surrounding villages were undertaken into particulates, nitrous dioxides &amp; vibration from all traffic through villages.</p>	
1936	<b>Public Transport Options – comments on report shared at 3<sup>rd</sup> November meeting.</b> The PC have no further comments on these changes.	
1937	<b>Dog Walk Hedge –</b> At the last HMC meeting concerns with the safety of removing the hedge were raised. If a dog came bounding out of the recreation area onto the dog walk and knocked over a small child it could risk injury. It was agreed to keep the hedge as it is until a permanent decision is made on the dog walk and recreation area in March 2015. The Clerk is to notify those dog walkers who have expressed concern with the reduction in space to the recreation area.	Clerk
1938	<b>Barograph update – official opening.</b> The barograph is not finished due to a delay in delivery of the wooden posts. It is hoped they will be in position by Christmas. This item is to be deferred until January 2015 when the Barograph will be completed.	
1939	<p><b>Planning:</b></p> <ul style="list-style-type: none"> <li>• <b>1401897FUL</b> – Single storey rear extension 3 The Hawthorns, Bluntisham. The PC agreed to approve the planning application with no comments. (<i>Proposed Mr Gary James, Seconded Mrs Cynthia Curthis. All agreed.</i>)</li> <li>• <b>Application offering unforeseen benefits in the vicinity of</b></li> </ul>	

	<p><b>Bluntisham Service Station by Temi-Pharm Ltd</b> – Proposed pharmacy. The PC agreed to defer this item until the next meeting on 5<sup>th</sup> January 2015 in order to obtain further information.</p> <ul style="list-style-type: none"> <li>• <b>Application offering unforeseen benefits within the village of Bluntisham PE28 and within the perimeter outlined by Key Pharmaceuticals Ltd</b> – Proposed pharmacy. The PC agreed to defer this item until the next meeting on 5<sup>th</sup> January 2015 in order to obtain further information.</li> </ul>	
1940	<b>Enforcement Issues</b> – None.	
1941	<p><b>Village Maintenance:</b></p> <p>a) Update on H&amp;S maintenance – the new steps and hand rails are now complete and the rocket seat and other items should be completed by the end of December. Unfortunately sickness has delayed these items.</p> <p>b) Tree Planting – Mrs Kathy Searle &amp; Mrs Margaret Lumb to notify the Clerk of the number of trees needed once permission from the school is obtained. <i>Post meeting note: The school have advised they do not want any trees so no order will be required from HDC this year.</i></p>	
1942	<b>Reported problems</b> – None.	
1943	<b>The Local Council Award Scheme</b> – the clerk has analysed the document and produced a pros and cons list which was shared with the committee. It was agreed at this stage to continue to improve the website with documentation and to ensure the PC is complying with the Foundation Level and not to apply for formal award.	
1944	<p><b>Boundary Commission – report from Chairman following seminar.</b> Mrs Joan Gutteridge went to SCDC along with 25 other Councillors and 2 officials from central government who are carrying out a large survey to look at reducing the number of County Councillors from 71 to 63. Every County Councillor will have 8000 residents to represent. The Seminar wasn't able to answer questions around who will represent which areas due to the vast amount of undeveloped areas, especially Northstowe and Ely areas.</p>	
1945	<p><b>Cambridge Building Society – Charity Account.</b> It was agreed a meeting is to be arranged for the New Year of this committee to amend and update the necessary documentation including the bank details. Current signatories include: Mrs Margaret Lumb &amp; Mrs Kathy Searle and the trustees include Mrs Sue Morgan &amp; Mrs Joan Gutteridge and Mrs Kathy Searle.</p>	Clerk
1946	<p><b>SLCC National Salary Award – 2014-16</b> The clerk shared the National Salary Scales, which have been awarded for this period. This will mean all staff will receive an increase from 1<sup>st</sup> January 2015. The clerk is to update staff of the new rates of pay.</p> <p>Clerk Salary 1.1.15 - £25440 (pa pro-rata)  Caretaker Salary 1.1.15 - £19,048 (pa pro-rata)  Groundsman Salary 1.1.15 - £17,714 (pa pro-rata)</p> <p>These salaries will increase in line with the 1 increment agreed at the meeting on 3<sup>rd</sup> November from 1.4.15 to the following:</p> <p>Clerk Salary 1.1.15 - £26,293 (pa pro-rata)  Caretaker Salary 1.1.15 - £19,742 (pa pro-rata)  Groundsman Salary 1.1.15 - £18,376 (pa pro-rata)</p> <p><i>(Proposed Mrs Margaret Lumb, Seconded Mrs Cynthia Curtis. All</i></p>	

	<i>agreed.)</i>	
1947	<p><b>Correspondence Received</b></p> <ul style="list-style-type: none"> <li>• <b>Jane Bradshaw – dog walk.</b> The clerk is to get back to Jane with the following: The H&amp;S assessment was carried out by 2 people who no longer are on the Parish Council. If metal spikes are sticking out then the PC will remove them. During the winter months the ground gets wet, and will always be slippery. The fence is still temporary due to the dog walk area being a temporary agreement. A permanent decision will be made during March 2015.</li> <li>• <b>James Murdoch – overhanging hedge.</b> The clerk is to write to the neighbours advising the trees need cutting back once confirmation of exact location is received from Mr Frank Hudson.</li> <li>• <b>Vince Haines – proposed planning application 45 Wood End.</b> Mr Gary James advised that a neighbour had informed him that the applicant had invited neighbours round to view the amended plans prior to the submission to HDC. The PC agreed they wouldn't comment until the formal application is received.</li> </ul>	Clerk  Clerk
1948	<b>Various Magazines &amp; mail shots for general interest</b> – nothing to share.	
1949	<p><b>Items for consideration (for information only)</b></p> <p>Mrs Kathy Searle advised the two tree applications in Glebe Close are still outstanding. Mr Gary James has received comments regarding parking problems since the improvements to the barograph. He suggested looking at turning this into a one way street. Mrs Margaret Lumb wanted to thank everyone who gave to the poppy appeal a whopping £5,500 has been raised. The clerk updated on the churchyard progress and advised that no further news has been received. The 70<sup>th</sup> Anniversary of the end of World War II is next year and it was agreed to add this as an agenda item to discuss what the PC can do to support this and lastly she has been asked to complete a survey on the Community Orchard and will liaise with Mr Frank Hudson to complete this. Mrs Joan Gutteridge advised that all future Parish Council meetings will start at 8pm from 2015 onwards.</p>	

Meeting closed 9.30pm

Next meeting: 5<sup>th</sup> January 2015

**Dates of Future Parish Council Meetings –2015**

January	Monday 5 <sup>th</sup> January
February	Monday 9 <sup>th</sup> February
March	Monday 2 <sup>nd</sup> March
April	Monday 13 <sup>th</sup> April
May	Monday 11 <sup>th</sup> May
June	Monday 1 <sup>st</sup> June
July	Monday 6 <sup>th</sup> July
August	Monday 3 <sup>rd</sup> August
September	Monday 7 <sup>th</sup> September
October	Monday 5 <sup>th</sup> October
November	Monday 2 <sup>nd</sup> November
December	Monday 7 <sup>th</sup> December

*Annex 1 – FY 2014/15 accounts to end October 2014*