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**Minutes of the Bluntisham Parish Council Meeting
Monday 4th August 2014 at 7.30pm at The Village Hall, Mill Lane,
Bluntisham**

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

Also present: Mr Mike Francis & 9 members of the Public

		Action
	<p>Open Forum – David Gedye raised concern with the state of the Causeway footpath from the Church graveyard to the foot of the hill and the damage done following the storm. Mrs Margaret Lumb advised that no funds for were available from CCC for this financial year. Mrs Margaret Lumb advised that she will hopefully be doing a walkabout this week with CCC and will check this area out again. If any volunteering work is done to this area highways approval is needed before anything commences. David also raised why the Saywell Charity is still refusing to take responsibility for the hedge and quoted text from the last will and testament from Rev Saywell.</p> <p>Mrs Gedye thanked the parish council for clearing the weeds along Meeting Walk and asked if there was any strategy in place to stop this from happening again next year. Mrs Joan Gutteridge advised that we would be vigilant in the future and on the case of HDC in 2015. Mrs Gedye also raised concern with Ash Trees in Nobles Lane looking very sick. Mr Frank Hudson is to go and look and contact HDC Countryside services.</p> <p>John Dench raised concern with the trees on The Green 15, 11 & 9 St Marys Close, as all are very tall some as high as 50ft. The path also gets slippery and residents sky TV is impacted by these trees as they can't get a signal. The clerk is to contact HDC to ask for a tree trim.</p> <p>Mrs King raised concern with the hedge in front of white house and bungalow in Station Road. Mrs Margaret Lumb is to walk along with the highways officer. The clerk will then send letters to residents asking to cut the hedges back.</p> <p>Sue Everest thanked the clerk for the email communication regarding the garage planning application. Sue also asked if the PC could take over the hedge cutting on the highways. Mrs Joan Gutteridge advised at the moment it wasn't an option as funds offered from HDC are minimal and do not reflect the amount of work to be carried out.</p> <p>Mike Francis advised that the Leylandi's in Short Lane are overgrowing onto the footpath. The clerk is to identify the houses and write to the residents. Further concerns have been raised regarding the state of the footpath in St Mary's Road following the damage caused by the building works to 17 East Street. The PC are aware of this and are in contact with the developer who will repair at the end of the build project.</p>	<p>Clerk</p> <p>Frank</p> <p>Clerk</p> <p>Margaret & Clerk</p> <p>Clerk</p>

	Mr Haines discussed the item on the agenda regarding the correspondence sent to the parish council. His concerns are around the decision making process to planning application 1400480FUL. He feels that no planning decision was made during the meeting and also a declaration of interest should have been made by Miss Emily Godfrey prior to the meeting. Mrs Joan Gutteridge advised that this would be discussed as per the agenda item.	
1805	Dispensation Forms received and decisions given – Nothing to report	
1806	Declarations of interest for items on the agenda - None	
1807	Apologies for absence – Mr Steve Criswell	
1808	<p>County Council & District Council Reports – Cllr Mike Francis attended his first full council meeting on 30 July and felt hugely privileged to be there. He advised that council tax will be frozen for the next year and the councillors are aiming to freeze until 2020. There is an issue of funding available which was discussed as there is a lot of uncertainty of future grants. The council are looking at ways to make more efficiencies. One Leisure runs at a small loss while LA Fitness operate at half of the costs of One Leisure. HDC CCTV is hugely successful at reducing crime and further ways to share the cost of this service are being investigated. Back office functions in pathfinder house are also being reviewed and discussion with South Cambs, to share overheads, are taking place. Mike stated that the weed spraying has been an embarrassment to the parish and he will try and find out more about why this has happened. Mike advised that the ongoing street lighting issues are being chased and Cllr Robin Carter is looking at the telegraph poles in Wood End. Cllr Mike Francis advised Cllr Robin Carter wasn't attending the meeting after being asked by the Chairman.</p> <p>Mrs Joan Gutteridge shared Cllr Steve Criswell's report. Cllr's working on next years' budget as the financial situation is increasingly challenging at County level. Front line services have been largely unaffected so far, but this cannot continue. Most savings (£16m) will have to come from the flexible budgets of Libraries, Household Waste sites, Streetlight timing & winter road gritting. Significant cuts are likely.</p> <p>Further meetings and dialogue has been opened with the Highways Agency regarding the Bluntisham to Needingworth Cycleway. Additional funding has also been sourced, although not quite enough yet. The county council are sufficiently confident to have pencilled the project in for early next calendar year. I need to secure an agreement with the landowners either side of the cutting and intend to meet them shortly. If the Parish Council can still plan to provide a post and rail fence either side of the cutting as originally intended for the footpath it would be helpful, as this isn't in the cycle scheme.</p> <p>Don't forget to apply for the local highway minor improvement scheme which may help with funding for the fencing above. The clerk is to liaise with the CCC Highways footpath officer.</p> <p>The improvements to the Earith Causeway are now complete. The road was raised slightly and levelled last year. The dip has been filled further. Depth monitoring and display equipment was fitted in the spring and the new gates are now installed in the event the road is deemed unsafe.</p>	Clerk
1809	Minutes of the Parish Council meeting dated 7th July 2014 to be approved and signed – Minutes approved and signed by the Chairman.	

1810	<p>Matters arising from previous minutes</p> <p>Item 1804 - Mrs Margaret Lumb mentioned that since the previous meeting where dog poo bags were appearing on her driveway things have improved and only one dog poo bag has appeared.</p> <p>Item 1776 – Mr Mike Bateman advised that the ownership of the churchyard will remain with the Church, however, the maintenance will transfer to the Parish Council and not as stated in the minutes.</p> <p>Open Forum – Mr David Gedye advised that he no longer had a pool of volunteers to call upon and not that they were not necessary as stated in the minutes.</p>	
1811	<p>Correspondence Received</p> <p>Email from Mr V Haines: Mrs Kathy Searle advised councillors to recollect their accounts from the meeting on 12 May 2014. Mrs Joan Gutteridge stated that the May meeting is where we re-elect councillors and stated at the start of the meeting the open forum was open and the public could speak about agenda items at that time. Mr & Mrs Haines missed that part as they arrived late. Mrs Gutteridge advised that unless you are asked for further information during the agenda item members of the public are not able to comment further. Mr Frank Hudson stated the same as Mrs Joan Gutteridge. Mrs Margaret Lumb stated the application wasn't a replacement dwelling as the summerhouse wasn't coming down/ current dwelling, this is the only recollection of the meeting. Mrs Cynthia Curtis wasn't at the meeting due to illness. Miss Emily Godfrey thought the "grounds of refusal" was discussed. This was Miss Godfrey's first meeting as a councillor and at this time hadn't received any new councillor training. Since the meeting she has attended training and feels that she should have declared an interest on this agenda item. Mrs Kathy Searle remembers talking about application during the open forum, looked at replacement building cabin and development line on the property. She accepted that not looking at the development line did put her on the spot a little, however a refusal was agreed and seconded during the meeting on this application. A decision has to be reached during the meeting to fit in with planning deadlines and we were fully expecting further plans to be re-submitted for comments at a later date. We don't go back to a minute when it is closed during a meeting. It can only be revisited during a subsequent meeting.</p> <p>Mrs Joan Gutteridge very much regrets if you are unhappy and left unhappy from the 12 May 2014 meeting. As far as the Parish Council are concerned we can only apologise. Mr Haines asked if the Parish Council can reconsider their decision. The clerk is to take legal advice from the planning officer at HDC to see if the application can be discussed during the September meeting. <i>(Mrs Joan Gutteridge proposed, Mr Frank Hudson seconded. All agreed.)</i></p> <p>Email from Mr O'Neill: Mr O'Neill wanted his comments minuted from his email dated 17.7.14 to the clerk. The main points are as follows: Colne Road footpath covered in Brambles – clerk advised in hand Wall to 18 High Street unsafe – clerk advised Highways Officer deemed it safe and has been this way since 1976 Horse manure along The Poplars – clerk advised not deemed a significant problem and unable to prosecute Litter pick – clerk advised that she would contact Mr O'Neill when the date had been set for the April 2015 litter pick and thanked him for volunteering.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Crime: Youths were seen climbing the new lighting columns to remove the photosensor on Sunday 7th & Monday 8th July in Laxton Grange, East Street, Colne Rd., & Hollidays Rd. If seen please ring 999. Graffiti found on the Old Post Office. Burglaries throughout the district, 22 in July, are still a problem Alcohol & cash were taken from The White Swan recently. Lead was taken from St. Mary's church roof on 3 occasions. Police are still concerned about human trafficking. Please report any suspicions on 101.</p> <p>Speedwatch: Please check on obscured road signs near your property & if trees or hedges on your property are doing this please trim them back.</p> <p>Road Safety Group: Following the interest in cycling the group are having a joint Safer Cycling initiative with the police. There will be a press launch in September. The aims are to encourage using lights, reflective clothing & cycling responsibly. Concern was expressed that the new traffic island between Compass Point & Tesco is too wide narrowing the road. The secretary has written to the Secretary of State for Transport to commend the proposal to double licence points for using a mobile at the wheel. We also asked why the road safety budget has been drastically scaled back.</p> <p>No HCV, ENVAR or Hanson meetings since last council meeting.</p> <p>Highway Warden: Due to the Highway Officer's being away a walkabout will be undertaken shortly.</p>	
1817	<p>Parish Council 5 year plan – The plan was reviewed and an updated document is attached as an appendix to these minutes. (Proposed Mr Frank Hudson seconded Miss Emily Godfrey. All agreed) <i>Annex 1</i></p>	
1818	<p>Hedge cutting schedule – The clerk advised that although she has spoken in detail to 5 companies only 1 has submitted a quote in time for this meeting. The clerk is to re-visit this and report back to the next meeting.</p>	Clerk
1819	<p>Fire Hooks - Mrs Joan Gutteridge thanked Mr David Gedye and Mr Joe Parker for putting up the fire hooks in the village hall. Several positive comments have been received so far and they look stunning. A summary report on the hooks was discussed and it was agreed the clerk and Mr Gedye would finalise the document and display it on the wall.</p>	Clerk/DG
1820	<p>BT Contract – the clerk has secured a 24 month fixed term contract with XLM to provide phone and broadband to the village hall and will save £1152 over the 2 years on the current BT package. (<i>Propose Mrs Joan Gutteridge, seconded Mrs Kathy Searle. All agreed.</i>)</p>	Clerk
1821	<p>Planning: No new applications</p> <p>1301360FUL – Bluntisham Service Station update - a public access notice was advertised in the Town Crier on 26 June 2014 advising the departure from the Development Plan. The Parish Council complained to Mr Andy Moffat as they were not consulted and had missed the deadline for comments. It was agreed to allow this meeting for the PC to make any further comments. No further comments. (<i>Proposed Mr Frank Hudson, seconded Miss Emily Godfrey. All agreed.</i>)</p> <p>This site is due to go to Development Management Panel on 18 August and the PC has 3 minutes in which to speak. Mrs Kathy Seale will share her comments with the committee and neighbours for any alterations prior to the meeting. HDC have to publish all paperwork for this meeting by 11 August 2014.</p> <p>1400710FUL - 17 East Street. This site has been approved by HDC although no conditions were made in the officer's report regarding the concerns raised by the PC. The clerk is to write to Mr Andy Moffat to advise that the PC are not happy with this as the wall and footpath have</p>	KS Clerk

	<p>clearly been damaged as a result of this application and are the responsibility of the developer. Mrs Kathy Searle advised that the fence to 15A has been erected under permitted development. Mrs Margaret Lumb advised that the Traffic Management Officer is only concerned with parking restrictions along a junction and not access therefore the new dropped kerb is likely to be approved.</p> <p>A new planning application was received on the day of this meeting and will be discussed during the Finance meeting on Monday 11 August 2014.</p> <p>1401097FUL – 35 The Poplars, Bluntisham – extension to side/front door, conversion of garage and raising garage roof.</p>	
1822	Enforcement issues – None.	
1823	Barograph update – Mrs Margaret Lumb advised that the Project Officer is waiting for comments from the conservation officer at HDC regarding the materials the PC have chosen. He will press on with getting quotes for the work and will update in due course. Once the approval has been granted it is estimated that from raising the order to being completed within 4-6 weeks.	
1824	<p>Village Maintenance:</p> <p>a) Coronation Bench – Wood End. Mr John Dench advised that to repair the bench using hardwood would cost £310 or softwood £236 which will need ongoing maintenance. It was agreed to use the hardwood as it won't require future maintenance. (<i>Propose Mrs Joan Gutteridge, seconded Mrs Margaret Lumb. All agreed.</i>)</p> <p>b) War Memorial – it was agreed that R& S Memorials should get the contract if Earith PC agree to a 50/50 split. The clerk is to contact Earith PC and advise. (<i>Propose Mr Frank Hudson, seconded Mrs Margaret Lumb. All agreed.</i>)</p>	Clerk
1825	Reported problems – None	
1826	Local Highways Improvement Initiative – It was agreed to apply for the fencing for the new cycleway. Mr Frank Hudson is to pass original quotes to the clerk for updating as funding may be sought via a grant. If we apply for double yellow lines in wood end we must consult with the parishioners. They are only effective if they are enforced, which is unlikely to happen as the police have stated it is a natural traffic calming measure having cars parked. Mrs Margaret Lumb is to speak to Brian about the extension to the footpath at the top of Wood End to the Millennium Wood.	Clerk ML
1827	Bus Timetables – Mr Ed Cameron was invited to discuss his proposal to improve the bus timetables in the village. Ed advised that he has lived in Bluntisham for 8 years and his professional background was working for Stagecoach. He now works for a graphic design company specialising in coaches. He proposed to PC that we look into the PC taking ownership of the bus timetables. He is happy to do the work and happy to maintain it free of charge. There would be costs for printing either leaflets for the whole village or just notices. It was agreed that Ed should write to Stagecoach to ask permission on behalf of the PC that they take responsibility for advertising the bus timetables and to get costs for printing and report back to the meeting on 1 st September 2014.	EC
1828	Village Hall Energy Survey – It was agreed that there were no significant savings to be made to the village hall so no action will be taken at this time.	
1829	Clearing of garage store – The committee shared its thanks to Mr David	Clerk/DG

	Gedye for agreeing to take on the task of clearing out the shed. It was agreed that Mr David Gedye is to clear the store and to liaise with the clerk for items to go into the auction. It was agreed that this may make or lose the PC but in the longer term will save on storage costs. (<i>Proposed Mrs Joan Gutteridge, seconded Mr Frank Hudson. All agreed.</i>)	
1830	H&S Inspection – it was agreed to defer this item as Cllr Robin Carter carried out the inspection.	
1831	Village Benches – The location of the Godfrey Benches was agreed as in-between the existing Ward bench and the David Lumb bench. Mr Frank Hudson to decide on the most suitable location in the Orchard taking into account the ease of grass cutting. It was agreed that no wording was needed. The Saywell bench is to be situated along Station Road near the bus stop. Mrs Margaret Lumb is to confirm. The clerk advised that Mr Joe Parker had quoted £80 per bench to site onto paving slabs but bolted with steel brackets.	Clerk
1832	Various magazines and mail shots for general interest <ul style="list-style-type: none"> Cambridgeshire insight website – clerk to demo at next meeting 	
1833	Items for consideration (for information only) Reminder to all about the WEEE recycling event on 21 August 2014 and to leave all unwanted electrical items outside your property on this date before 10am. Mr Frank Hudson advised the trees in St Mary’s Close are too high and impact on Sky TV, who charge every time they come out. The clerk is to contact HDC to arrange a trim. Mrs Kathy Searle mentioned problems with the dyke running along Colne Road and will find out more details to be included in next month’s meeting. Miss Emily Godfrey confirmed a date had been agreed for the Christmas Craft event. Saturday 15 November from 2 – 6pm. It was agreed that stalls should remain at £8 small table and £10 large table. Mrs Margaret Lumb advised that a charity bank account is being set up to fund a memorial area in the school in memory of Mr Barry Holmes and Mrs Joyce Dighton this is hoped to be finished in late spring.	Clerk KS

Meeting closed 10.05 pm

Next meeting: 1st September 2014

Dates of Future Parish Council Meetings – 2014

September	Monday 1 st September
October	Monday 6 th October
November	Monday 3 rd November
December	Monday 8 th December

Annex 1- 5 year plan – 2014/15

Annex 2 – FY 2014/15 accounts to end June 2014

Annex 3 – Richard Saltmarsh report