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**Minutes of the Bluntisham Parish Council Extraordinary Meeting
Wednesday 7th June 2017 at 8.00pm in The Village Hall, Mill Lane,
Bluntisham**

Present: Vice Chairman Mr Gary James, Mrs Kathy Searle, Mr Frank Hudson, Mr Roger Steel, Mrs Philippa Hope, Mr Rob Gore, Mrs Cynthia Curtis, Mr Martin Crowhurst & Mrs Tracey Davidson (Clerk)

Also present: 8 x members of the public & Cllr

Open forum

Mr Gary James opened the meeting with a minutes silence to remember those who lost their lives in London on 3rd June. The open forum commenced at 8.01pm:

Mrs Parker expressed disappointment that the clerk wasn't at the APM, as a paid member of the parish council she would like to see her attend in future. The clerk did stress that when the meeting was arranged she advised she wouldn't be able to attend. Mrs Parker asked for any District/County Councillor to stand at the front of the meeting so they can be heard.

Mr Steve Highland asked the PC to confirm what they didn't like about his planning application. He stressed the need for additional parking at the garage is critical and social housing for the village is also in great need. He stated that the increase to properties in the neighbouring villages will cause more business and therefore make parking worse. He felt that the Colne Road development would be approved which will generate another 135 cars and users of the site. He reiterated his disappointment with the parish council and thought that his application was a good compromise to the larger proposal made by Bidwells. Mr Highland then stressed the businesses needed moving due to the relocation of the underground petrol tankers within the next 3 years. He then advised that he had received several offers for the land; Luminus offered to buy the whole site, local pig farmer offered to buy the land and turn it into a working pig farm as well as the local travellers who offered to buy the land.

Mrs Philippa Hope reiterated that there was no dispute about the need for affordable housing within the village and if this was the only proposal then the decision would have been different but to move the commercial units was never an option due to the land classification. Mr Highland then questioned the council "so do you not want the businesses in the village then?"

Mr Gary James stressed they would not be held to ransom and reminded Mr Highland that they are purely a consultee. HDC classified the land and will make the decision. Mr Highland stated that he felt without the PC support there will be no approval from HDC.

Mr Gary James advised the ecological survey didn't show the true wildlife seen on the site, concerns with access and egress to and from this proposed site as well as the garage was another factor.

Mrs Kathy Searle advised that when the application goes to DC Panel that the PC will attend to discuss their concerns.

Mrs Philippa Hope asked when the lines would be repainted on the forecourt as promised 12 months ago. Mr Highland advised he is finding it difficult to source someone willing to paint these and didn't confirm when they would be done.

	Meeting opened at 8.19pm	
52	Dispensation Forms received & decisions given - None	
53	Declarations of interest for items on the agenda – Mrs Philippa hope item 58 BACS run 26.5.17. Mr Gary James item 69 - 49 Wood End.	
54	Apologies for absence – Cllr Robin Carter, Mr Mark Berg, Cllr Mike Francis	
55	Minutes of the Parish Council meeting dated 3rd & 24th May to be approved and signed by the chairman – The minutes were signed by the Vice Chairman. (<i>Proposed Mr Martin Crowhurst, seconded Mr Frank Hudson. All agreed.</i>)	
56	Matters arising from previous minutes – None.	
57	FY2017/18 Accounts to end May 2017 – Mrs Philippa Hope advised the VH electric is now billed monthly. There is small gas bill for this month due to an overcharge. The contract cleaning includes the deep clean of floors, it was agreed to move this into maintenance. The hall maintenance is high due to the CCTV, Alarm, Field Store door all were approved by the full PC. (<i>Proposed Mrs Philippa Hope, seconded Mr Roger Steel. All agreed.</i>) Income May - £4272.12 Expenditure May - £42843.24	
58	Accounts for payment for May <ul style="list-style-type: none"> • BACS run 26th May - £3075.33 authorised by Mrs Cynthia Curtis & Mr Martin Crowhurst • BACS run 31st May - £10538.03 authorised by Mrs Philippa Hope, Mrs Cynthia Curtis & Mr Martin Crowhurst (<i>Proposed Mr Martin Crowhurst, seconded Mrs Kathy Searle. All agreed.</i>)	
59	Authorise any purchase orders for May: the following purchase orders were signed by the Vice Chairman. PO002 – Safetyworks £2760 ex VAT PO003 – Activ £2325 ex VAT PO004 – Ken booth £61.10 ex VAT PO005 – Playsafety £98.00 ex VAT PO006 – Ken Booth £59.94 ex VAT PO007 – Activ £290 ex VAT PO008 – Dreamclean £403 ex VAT PO009 – Mackay £235.56 ex VAT PO010 - Ben Burgess £115.63 ex VAT	
60	County Council & District Council reports Cllr Steve Criswell confirmed it is nice to be here. He has now responsible for a new Communities and Partnership’s committee at the county council and his role within the highways committee will come to an end. He will continue to represent and support the parish with any LHI bids but won’t sit on the panel. He confirmed the legal documents for the cycleway are now with the land owners for signing, hopefully this won’t take long before they are returned and work can commence. Cllr Criswell met with officers responsible for delivering the LHI improvements 2 weeks ago and it was clear that the road would need to be widened in order to accommodate a traffic island. Any road changes would have to be funded by other means. He did advise that he was hopeful that money from the Earith – Bluntisham cycleway could be moved to accommodate this as a cycle crossing would need to be provided. He asked if any other land owners used the road access between the bus stop leading to the Ouse Valley Way as he wants to speak to them about the potential changes. Mrs Sue Everest advised the land is owned by Mr & Mrs Chesterman, 9 Station Road. Mr Barlow uses this entrance to access his field. Anyone else who uses this entrance is to contact the clerk asap.	

	<p>Mr Martin Crowhurst asked how much it would cost and could we have a zebra crossing instead of a refuge. It was advised that as this was a 40mph road it wouldn't be supported, also the numbers of pedestrians using a zebra crossing wasn't high enough. Mrs Joan Gutteridge asked why have the humps been moved from Colne? Cllr Criswell confirmed this was for maintenance to the humps and the road.</p> <p>Mrs Sue Everest asked for clarification on the cyclepath from Station Road to the top of Church Hill. Cllr Criswell advised this hasn't been agreed yet.</p> <p>Mr Rob Gore asked who will be responsible for the highways committee, Cllr Criswell advised he would still support the village as your County Councillor but is unsure who will chair the meetings.</p> <p>No district councillor reports.</p>	
61	<p>Community speedwatch – update from Martin Crowhurst disappointed in lack of correspondence from Adam Renwick. He has sent several emails and not heard anything. Mr Martin Crowhurst advised that Adam is also a farmer so may be busy, he will continue to chase and update in due course. Mr Gary James thanked Mr Martin Crowhurst for his efforts with this project so far.</p>	
62	<p>Re-adopt volunteers policy – no changes made, the clerk shared electronically and the PC agreed to re-adopt the policy. (<i>Proposed Mr Rob Gore, seconded Mrs Cynthia Curtis. All agreed.</i>)</p>	
63	<p>Re-adopt social media policy – no changes made, the clerk shared electronically and the PC agreed to re-adopt the policy. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>)</p> <p>The clerk is to formally contact Mr Ian Shepherd and thank him for his offer of help with the website if needed.</p>	
64	<p>Open Morning – feedback to include 5 year plan – the clerk shared a summary of points raised at the open morning and those existing items on the action plan. Mr Rob Gore suggested the clerk write to CCC Highways to formally ask what money will be invested in this financial year on the parish footpaths, as stated in the CCC Transport Delivery Plan. Mrs Philippa Hope agreed to assign and update the action plan with new suggestions. Mrs Cynthia Curtis is to find out what time Mrs Godfrey is happy to give to the tidying of the village hall flowerbeds.</p>	<p>P Hope C Curtis</p>
65	<p>CAPALC – membership the clerk advised of the cost to re-join CAPALC this year is £402.63. It was agreed not to join as the service received from LCPAS in 16/17 has been adequate. The clerk advised the cost will be £80 for this year as Pidley PC have agreed to join. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>)</p>	
66	<p>100 club – Cynthia Curtis discussed the options for the club. A fee of £40 is paid to run the lottery style club for the first year and subsequent years the cost is reduced to £20. Suggested an annual subscription of £36 or a monthly standing order of £3 per number. Monthly pay outs of £50, £20, £10 and 3 monthly pay outs of £200, £50, £30. Profits could be £1800 pa which could be used to support/fund community events, etc. A flyer is to be put together for the website and newsletter advertising the club, although Mrs Cynthia Curtis advised she has 30 people already interested in the club. It was agreed to open a separate Lloyds Service Charity Account and Mrs Cynthia Curtis is happy to run and manage all payments and contributions. The clerk is to design a standing order form and work with Mrs Cynthia Curtis on the advertising material. A detailed list of rules of the club along with a brief terms of reference is to be drawn up. It was agreed the monthly draw is to be done at the end of each monthly PC meeting and minuted. (<i>Proposed Mr Martin Crowhurst, seconded Mr Roger Steel. All agreed.</i>)</p> <p>Mr Andrew Woodfield offered to sponsor the fund with £150 pa.</p>	<p>C Curtis/ clerk</p>
67	<p>Internal audit report – the clerk shared the internal audit report which was carried out on 2nd May. Only 2 items were scored as a 2 (substantial) and both have now been auctioned. Mr Gary James thanked the clerk.</p>	

68	Removal of councillors from bank account – the clerk shared the documentation for signing to remove Mr Alan Moules as a signature for Lloyds Bank. Mr Rob Gore and Mrs Philippa Hope signed the documentation.	
69	<p>Planning:</p> <ul style="list-style-type: none"> • 17/01075/HHFUL – Retrospective first floor extension & roof alterations. 49 Wood End, Bluntisham – Mrs Kathy Searle advised there were no concerns with this retrospective application and recommended the PC APPROVE the application. (<i>Proposed Mrs Cynthia Curtis, seconded Mr Martin Crowhurst. All agreed.</i>) • 17/00604/FUL – Change of use of vacant land to B8 storage – Station Yard, Station Road, Bluntisham – Mrs Kathy Searle summarised the history of this site, which has always been a yard and recommended the PC APPROVE the application, which won't impact the environment surrounding the site. (<i>Proposed Mrs Philippa Hope, seconded Mr Frank Hudson. All agreed.</i>) • Neighbourhood planning – Mr Gary James summarised the work he carried out 5 years ago, which was agreed at the time not to pursue any further. To date the only adopted neighbourhood plan within Huntingdonshire is in St Neots, although there are 6 outstanding plans not yet adopted. A healthy discussion on the advantages of having a neighbourhood plan favoured not pursuing the idea any further. <p>It was agreed to walk the village to identify built up areas, as suggested following the planning training by Mr Rob Gore. This would help the PC when discussing new dwelling applications in the village.</p> <ul style="list-style-type: none"> • Agree TOR & committee members – this item was deferred until the next meeting. 	Clerk Clerk
70	<p>Village Maintenance:</p> <ul style="list-style-type: none"> • Village hall front garden – the clerk shared the costs of clearing the front garden and it was agreed to hire a skip and for Mr Wadsworth to clear the plot. Mr Wadsworth - £150 NKC Landscapes - £220 A Parsons - £310 (<i>Proposed Mr Frank Hudson, seconded Mrs Philippa Hope. All agreed.</i>) • Village walkabout – the clerk advised of the maintenance required following the annual walkabout. Mrs Philippa Hope agreed to find out options to repair the bus shelter ceiling on Block Hill. Mr Roger Steel/Mr Frank Hudson agreed to sort the weeds out in the village hall car park. A volunteer is needed to help move the bin in Holliday's Road to Orchard End. • War Memorial – the clerk shared correspondence from Earith PC following the report carried out by Marian Land. It was agreed to arrange a working party to clean the memorial using soapy water. No further maintenance was approved at this time. • ROSPA – annual inspection update – the clerk advised that the overall report scored a “medium risk” however, this was due to the nature of the fitness equipment and not any areas unsafe. Mrs Kathy Searle agreed to find out how to secure astro turf to existing grass areas to try and improve the area around the trim trail. • Dog Recreation area – bench – Mrs Philippa Hope asked if any community fund raising could be used to purchase a bench for the dog recreation area. It was agreed the new 100 club could purchase this when funds allow. • Cricket protection – hedge – Mrs Philippa Hope advised that although Mr Gedye offered to cut the hedge leading to the village hall, it was too much effort removing the newly erected netting. The PC agreed the netting and metal stakes 	Clerk P Hope R Steel/F Hudson ALL Clerk K Searle Clerk

	<p>is dangerous and unsightly and they suggested moving the netting as a fixed net to the wooden fence surrounding the cricket pitch. This will leave the hedge free to cut as and when needed. (<i>Proposed Mr Martin Crowhurst, seconded Mrs Kathy Searle. All agreed.</i>)</p> <ul style="list-style-type: none"> • Ouse Valley Way – Mr Frank Hudson advised the grass will be cut on Wednesday 12 June by a private contractor. There is a new footpaths coordinator joining CCC who will be the coordinator for this footpath and parishes. The trip hazards near the pumping station and the kissing gate at Earith will also be made safe and the willow tree will also be trimmed. A monthly audit is still required and to be sent to the clerk and any concerns reported to CCC. 	
71	<p>Committee updates:</p> <ul style="list-style-type: none"> • HMC meeting – 12 June – NTR until after the meeting. • Finance meeting – 19 June NTR until after the meeting. • Allotments committee – Mr Roger Steel did a monthly walk about and has spoken to those people with overgrown plots. There is one plot with carpet, which isn't allowed, and Mr Roger Steel will speak to them asap. He has also contacted the school about the community plot and has offered to provide a list of what plants to grow. The school will be in touch. • Updates from M Lumb – Highways – the clerk shared the update following the walkabout on 15th May. No other updates to report. 	R Steel
72	<p>Correspondence received:</p> <ul style="list-style-type: none"> • HDC Tree warden – it was agreed to write to HDC in support of this role. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>) • Changing lives – Somersham PC – the clerk shared the information about this new scheme which has been funded by the new community innovation fund. It was agreed to include full detail in the newsletter, it is already on the website. Further details can be found: http://www.somersham.org/home.html 	Clerk
73	<p>Items for consideration (for information only)</p> <p>Mr Martin Crowhurst asked about new councillors. The clerk advised that no contest had been raised and the PC could co-opt. This is to be added to the next agenda. Mr Martin Crowhurst raised concern with parking at the barograph, what can the PC do? A discussion around suggestions already made to CCC highways proved nothing could be done.</p> <p>Mrs Philippa Hope asked for the email received from Charlotte Daleworth to be added to the next meeting for full discussion. The clerk advised she had asked the groundsman not to drive past the park to access the field store.</p>	Clerk

Meeting closed 9.50pm

Next meeting: Wednesday 5th July 2017

Future Meeting dates

Wednesday	2 nd August	2017
Wednesday	6 th September	2017
Wednesday	4 th October	2017
Wednesday	1 st November	2017
Wednesday	6 th December	2017