

FENSTANTON PARISH COUNCIL

Minutes of Meeting

held at Fenstanton and Hilton Primary School, School Lane on Thursday 14 November 2019
at 19.00

PC.1 Apologies for absence were received from:

- Cllr Collison, Cllr Turner, Cllr Davies (HDC), Cllr Dickinson (HDC)
- Also absent: Cllr Mead (HDC)

PC.2 Public consultation

The Chairman closed the meeting at 19.10

- A concern was raised from a member of the public over a long-standing water leak in Hall Green Lane. Cllr Bates (CCC) confirmed CCC Highways team was in contact with both Anglia Water and Cambridge Water to ensure an early resolution. Cllr Bates confirmed this was to be escalated should the issue not be resolved imminently (note: this issue was addressed 2 days after the meeting).

The Chairman re-opened the meeting at 19.25

PC.3 Declarations of interest

- None

PC.4 To approve the minutes -10th October 2019

- Proposed: Cllr McGee, Seconded: Cllr Hayes. All in favour

PC.5 Matters arising from the minutes – for information only

Item 19.288 – Children's Christmas Party

- Cllr Caswell raised a concern around the role of the Parish Council in taking responsibility for the management, rather than facilitation of a third party to run this, in particular the need for the Parish Council to provide First Aid cover, a full risk assessment and public liability insurance for the event.
- Cllr Turner was tasked with ensuring the above actions were implemented.

Item 19.289 – Graffiti

- The minute should read *dedicated areas*, not *decided areas*.

PC.6 Representatives reports

PC.6a District Councillors.

- None (No District Councillors were present)

PC.6b County Councillor

- **Cllr Bates** confirmed:
- that as a result of the General Election, all CCC committee business was being suspended until after the 12th December (Purdah);
- The A14 Huntingdon Bypass section was opening on the 9th December. Responsibility for the 'old' section of the A14 will be passed over to the County Council at the conclusion of the total works, not immediately.
- Low road traffic volumes will be monitored closely when the new A14 Huntingdon By-pass opens to ensure traffic passing through Fenstanton to/from St Ives will in future be encouraged to use the London Road/Old A14 to by-pass Fenstanton High Street.
- CCC has planted some 250,000 trees, covering some 142 Hectares
- CCC's next year's budget is being discussed. This will be capped at 3% (with a further 2% for social care);



- The Parish Council thanked Cllr Bates for his efforts in managing the transport issues created between CCC Highways Department and Highways England, in particular around the recent Low Road closures.

PC.6c Councillors

- Cllr Saunderson updated the Parish Council on road safety initiatives in St Ives and confirmed CCC would be repainting the road markings in Hilton shortly, and had asked for submissions on any areas in Fenstanton needing repainting, which could be undertaken at the same time.
- Cllr Mitchell informed the Parish Council that CAPALC would be bring forward a motion at its forthcoming AGM to become an incorporated body. FPC discussed this and indicated its support for the proposal.
- Cllr McGee reported back on the recent Local Councils Conference:
 - Community engagement was a reoccurring topic. Wisbech presented an approach which FPC should consider
 - ACRE would be very happy to give a presentation to FPC on Neighbourhood Planning

PC.7 Parish Clerk recruitment: update

- Cllr Mitchell confirmed that to date 15 applications had been received. Shortlisting was underway, with final interviews expected to be completed by early December

PC.8 Parish office handover & interim duties:

- Cllrs Kent, White & Mitchell updated FPC on steps taken to manage the Council activities following the departure of the Clerk. These were in hand and councillors felt there was no need for a locum clerk to be appointed at this stage.

PC 9 Parish office move to Fenstanton - F&C financials, recommendation and next steps.

- Cllr Ferrier provided an update: a draft lease on Number 6, High Street was being reviewed by a solicitor; notice was to be given to the existing landlord before the 30th November, a change of use application had been made to HDC (from a retail premises to an office).
- Council was asked to confirm the authority to proceed with the move to Number 6 the High Street, Fenstanton, subject to satisfactory clarification of the change of use and lease conditions, was delegated to Cllrs Ferrier, Kent and Mitchell.

For: 5, 3 abstentions. Passed

PC.10 Glebe allotments – update

- Cllr McGee confirmed a revised Asset of Community Value application had been submitted to HDC. Cllr Caswell suggested Daniel Tan at HDC would be a useful point of contact should this need any further amendments.
- Cllr Saunderson recommended the Allotments should be registered on the Town and Village Green website.

PC.11 Introduction of a Community Village warden – jointly with Fen Drayton, Lolworth and Elsworth

- Cllr Kent confirmed this was discussed and approved in principle at the recent F&C Committee meeting (subject to further discussion and the availability of possible grants from CCC's Innovate and Cultivate fund); to start in the next financial year, initially providing 15 hrs per week cover across the four parishes.
- Cllr Bates offered to review any grant application, as he had been involved in similar submissions.
- Cllr White raised a concern about the Parish Council overcommitting itself to this, given the number of other initiatives underway and yet to be completed.



- It was proposed FPC continue to support this initiative, subject to further clarification.
Proposed Cllr Kent, seconded Cllr Mitchell. Approved

PC.12 Grant applications & awards

- **Cllr Kevin Mitchell presented the recommendation from the recent F&C Committee meeting to make the following grants**
 - Fenstanton Football Club. Award £450 from CIL funds for the purchase of new Junior goals and equipment.
 - Fenstanton Friendship Group. Award £250 from S106 to support program of speakers
 - 2nd Fenstanton Rainbows, Brownies and Guiding Group. Award £250 from s106 for purchase of equipment.
 - Fenstanton Village Hall Trust. Reject application. Payment of legal fees not deemed an appropriate use of Parish Council funds. However to support future grant applications
 - Fenstanton Village Sports Committee. Award £500 from CIL funds for the purchase of new tents/gazebos, which could also be used by wider Fenstanton Community groups for outdoor events
 - Fenstanton Bowls Club. Award £300 from s18 for purchase of a new gas boiler to provide hot drinks to teams
 - Fenstanton Church Centre. Award £300 from CIL for the provision of free community wi-fi in the hall
 - Fenstanton and Hilton 1st Scout Group. Award £250 from s106 for purchase of equipment

Proposed: Cllr Kent, seconded Cllr McGee. Approved

PC.13 LHI – Joint bid Hemingford Grey

- Cllr Saunderson confirmed an application had been made, and apologised this had not been approved and minuted

PC.14: Graffiti around the village – update

- Cllr McGee confirmed there had been further incidents of graffiti around the village, in particular at the outdoor gym and bus shelters
 - It was proposed we buy and apply anti-graffiti paint.
Proposed Cllr McGee, Seconded Cllr Caswell. Approved
 - The condition of the bus shelters was discussed. Council agreed these are in urgent need of attention, but needed further clarification on ownership and costs or repair/refurbishment.
Clerk to approach CCC Highways department in the first instance
 - The immediate surrounds of the bus shelters presented a health and safety issue. It was proposed the parish council undertake to cut back the vegetation as a priority.
 - **Proposed Cllr McGee, seconded Cllr Hayes. Approved**

PC.15 VE Day 75 celebrations – update

- Cllr Ferrier confirmed plans are on track and are at an advanced stage and the committee is working closely with community groups.

PC.16 Finance

- Cllr Kevin Mitchell presented and summarised the monthly payments and bank transfers list

Proposed Cllr Kent, Seconded Cllr White. Approved

PC.16b

- Cllr Mitchell presented a schedule outlining the recommendation from the F&C Committee for a precept increase of 18% (the equivalent of £10.63 over the year for

each level D property). The proposed new annual payment of £69.63 for a level D property will remain below the equivalent precepts of similar sized parishes in Huntingdonshire and those of surrounding parishes.

Cllr Mitchell outlined how this would support a balanced budget, for FY2020/21 ensuring additional funding for parish appearance and upkeep and support for community groups.

Proposed Cllr Pryke, Seconded Cllr McGee. Approved Unanimously

PC.17 Timebank – update

- Cllr Mitchell confirmed this had now been launched in Fenstanton (in conjunction with St Ives) and an application was being considered to CCC's Innovate and Cultivate fund to support its expansion.

PC.18 Speedwatch – update

- Cllr McGee confirmed the new equipment had arrived. The lamppost fixings would be fitted to the approved eight sites by Martin Hayward.
- Cllr Saunderson suggested additional sites on the London Road, in St Ives should be considered for approval
- Cllr McGee confirmed the speedwatch team would also undertake training for HGV watch, to monitor HGVs using the High Street.

PC19 Children's Christmas party - update

- This was discussed earlier under matters arising

PC.20 Chequer's Close passage repairs

- It was proposed this should be undertaken by Mr S Barnett at a cost of £600.

Proposed Cllr McGee, Seconded Cllr White. Approved

PC.21 To accept notices and matters for the next agenda

- Data security and GDPR for the Parish Council
- Clock tower refurbishment
- Recommendations for new bins around the parish (to General Purposes Committee)

PC.22 Parish matters to note

- There is an increasing issue with litter on the Low Road.
 - **Clerk to instruct Tom Morris to cover this as part of his litter picking remit (has previously been instructed to focus on the village);**
 - **General Purposes Committee to write to the take-aways in St Ives about the issue.**
- Rubbish and obstructions in Hall Green Brook.
Clerk to contact Environment Agency (as classed as a river)
- Date for Parishes police briefing will be rearranged
- New Community Constables have been appointed for Huntingdonshire. To be invited to next Council meeting. **Clerk to action**
- Land transfer from Kier Land to the Parish Council of Old Orchard land being progressed by HDC
- Fen Cycleway, Following considerable consultation, a letter from CCC to residents on the Fen will be sent asking for their views. This is expected to be overwhelmingly positive for the cycleway to proceed.
- The footpath from The Fen to the River Ouse has been ploughed over and is dangerous to pedestrians. Cllr Kent has spoken to Lattenbury Farms to request repair of the footpaths.

There being no other business, the meeting closed at 21.13

