



# FENSTANTON PARISH COUNCIL

## Minutes of Meeting

held by Zoom Video Conference on Thursday 12<sup>th</sup> November 2020 at 19.00

**Kevin Mitchell**  
**Acting Clerk & RFO**

6 High Street, Fenstanton, Cambs PE28 9LQ

Telephone (01480) 465300 / Email: [clerk@fenstantonparishcouncil.org.uk](mailto:clerk@fenstantonparishcouncil.org.uk) / web: [www.fenstantonpc.org](http://www.fenstantonpc.org)

13 November 2020

## AGENDA

### FPC.1 Apologies for absence

Cllr Hayes, Cllr Turner, Cllr Pryke, Cllr Collison – all FPC, Cllr Dickinson (HDC)

### FPC.2 Public consultation - none

### FPC.3 Declarations of interest - none

### FPC.4 To approve the minutes of the last Fenstanton Parish Council meeting – 08<sup>th</sup> October 2020

Proposed: Cllr Kent, Seconded: Cllr McGee. Approved

### FPC.5 Matters arising from the minutes

FPC 10. Updated map. Still outstanding. Cllr Kent to approach HDC via Cllr Mead

### FPC.7 Review of Parish Issues Log – outstanding items

- Waste bin outside Ash's shop – Reviewing options for additional bin under the Parish Council notice board
- Access to Hampton's woods. Cllr Mead to check on legal position and any S106 conditions
- Fenstanton Surgery. Confirmed will re-open, but no timetable.

### FPC.8 Representatives Reports

#### FPC.8i Cambridgeshire County Council

Cllr Bates highlighted:

- CCC is working hard to support vulnerable people during the current lock-down restrictions
- Money has been provided by Central Government to provide free meals to children during the Christmas school holidays
- CCC will be setting a balanced budget for the new financial year, to be finalised in Feb 2021



**FPC.8ii Huntingdonshire District Council**

Cllrs Mead and Davies, confirmed HDC would be soliciting views on the Luton Airport Flight stacking proposal. (also see below item)

**FPC.9 Acting Clerk's Report**

**a) Luton Airport flight paths**

A variety of channels are available to find out and comment on the proposals put forward by NATS. FPC has been invited to submit a report on the views of Fenstanton Parishioners. In addition feedback can be directed via MP, HDC or directly through the NATS website. FPC will align its report to incorporate HDC and CCC's findings.

**b) Lockdown 2.0 support**

Requests for support will continue to be monitored. However, to date no requests to FPC. Covid-19 website is linked to FPC website.

**c) Updating burial records and digitisation.**

Old plans are being reviewed and cross referenced with the database. The record books to be digitised have been collated and will be copied once Covid-19 lockdown restrictions are lifted.

**d) St Ives Foodbank.**

The foodbank is in a healthy position, with a surge in new donations. Residents who could benefit, but have yet to come forward are being encouraged to contact the foodbank. Fenstanton School will also help to identify possible beneficiaries within the Parish.

**FPC.10 Committee Reports**

**FPC.10i Finance and Constitution**

**(a) End of year audit/AGAR**

The final AGAR is still to be received from PKF Littlejohn. Will be posted by 30.11.20

**(b) Recruitment of a new clerk, RFO, Administrator**

Jo Perez will start as Parish Clerk on Monday, 15<sup>th</sup> November. The Administrator and RFO roles will be reviewed once Jo has settled in, and the workload for either is clearer.

**(c) Community and S106 grant applications**

The following recommendations were proposed:

• Community Café	£500	From S137
• Glebe Allotments Steering Group	£540	From S137
• United Reformed Church	£1,000	From S137
• Fenstanton Friendship Club	£250	From S137
• Fenstanton Football Club	£12,000	From S106

An application from Aquaid for the provision of funding containers and shipping of donations from parishioners to families in Mali was considered to fall outside of the conditions for approval for all the possible funding



sources available to Fenstanton Parish Council. However, it was agreed the Parish Council will support in 'non-monetary' ways.

**Proposed: Cllr Kent, Seconded: Cllr Mitchell - Approved**

**(d) Adoption of updated standing orders, policies, procedures, model publication scheme**

**Proposed: Cllr Mitchell, Seconded: Cllr White - Approved**

**(e) Budget for FY21/22, including setting precept.**

it was proposed the precept for a level D property should be raised by £13.99 per annum to £83.92 (an additional £1.17 per month). This will still ensure Fenstanton's precept remains in the bottom quartile of similar sized parish councils in Huntingdonshire.

**Proposed: Cllr Mitchell, Seconded: Cllr White - Approved**

**(f) Community Warden**

Fenstanton Parish Council has been successful in its application to Cambridgeshire County Council's Cultivate and Innovate fund, which will provide £10,500 towards the introduction of a Community Warden for Fenstanton for 24 months. Users will contribute £9,464 over this period. It was proposed that Fenstanton Parish Council should fund a further £10,383 over a 24 month period, starting January 2021.

**Proposed: Cllr Mitchell, Seconded: Cllr Kent - Approved**

**FPC.10ii General Purposes**

**(a) Drains and CCC clearing schedule, inc School car park**

- Following an inspection undertaken by FPC and CCC Highways, work orders to clear drains at 13 locations around the parish have been raised and the work is underway.
- A persistent flooding issue in the School playground has been investigated, with a further detailed inspection to be carried out by an appropriate engineer. FPC working closely with the Head Teacher and CCC Education Department to resolve this.

**(b) Litter picking, collection and litter bins**

FPC to commission HDC to collect the rubbish from four of the (outlying) new bins, to relieve workload pressure on Tom Morris.



It was noted Steve Booth has kindly donated additional litter picking equipment to the Parish Council village clear-up team.

**(c) Graffiti**

An attempt to clean this on the Underpass has been partially successful. Cllr Kent to approach Highways England with a view to obtaining their support to maintain the underpass. To be referred to a future General Purposes Committee meeting to resolve locally, should Highways England not respond positively.

**(d) Parish Footpaths**

A working party, to include Cllrs McGee and Ferrier and members of the Parish will review the current position. To specifically look at the options on clearing/reopening Path 15 (top of the Fen).

**(e) Refurbishment of Bus shelters**

Cllr McGee has obtained three quotations. There is a strong recommendation to proceed with the supplier who will use 8mm, reinforced glass. Work to be carried out in Spring 2021.

**Proposed: Cllr McGee, Seconded: Cllr Mitchell - Approved**

**FPC.10iii Planning**

**Current applications**

**(a)** Planning Permission Consultation - Land East of bridge over A1397 (old A14) and between A1307 old A14) and Cambridge Road Fenstanton (ref 20/02128/OUT) – **adjourned to separate Planning Committee Meeting – 17.11.20**

**(b)** Other applications. - none

**FPC.11 Finance**

**FPC.10i Approve monthly payments schedule**

**Proposed: Cllr Mitchell, Seconded: Cllr Kent - Approved**

**FPC.12 Projects updates**

**a) MUGA**

The A14 Community Fund has approved the recommended provider for the MUGA. Work is scheduled for Spring 2021. Dates need to be finalised with the School and CCC's Education Capital projects team.



**b) The Fen cycleway/bridleway**

The work is nearing completion, with the top surface to be laid 13.11.20, and the last of the bollards installed shortly.

The contribution from CCC, both financially and technical expertise is to be noted. FPC and CCC will both issue news releases on the upgrade.

**c) Pond, Clocktower and Underpass area**

- The Fen Group will commence work on the new bollards by the Clock Tower on 26<sup>th</sup> November, moving onto the pond on 7<sup>th</sup> December, with new fencing installed after the clearing is completed. Leaflets will be delivered to residents and businesses to advise on the work and possible disruption to parking and access.
- A detailed program of works for the repair and upgrade of the area has been prepared and quotes for the work are being sought.

**d) Traffic management**

**I. Chequer Street parking bays**

The Local Highways Initiative submission has been made

**II. High street – speed reduction, painting**

- FPC have submitted a request to CCC to reduce the speed limit to 20 MPH. CCC will issue a public notice, asking for feedback from residents and users. FPC to promote this via Spectrum, website and social media.
- CCC still to confirm timetable for repainting of the lines on the High Street.

**III. A1307 (A14) slip road – speed, HGVs access and parking**

Representatives from CCC, HDC and FPC have drawn up a draft white paper on what is required. A meeting to discuss the technical aspects is being arranged for early December, to include CCC Highways and Skanska, with a view to finalising suggested requirements and costings for consultation with Fenstanton Residents.

**IV. Other items identified by Survey**

To be presented to the Traffic working group at the next General Purposes Committee meeting

**(e) Hampton Field Play upgrade**

Plan being put together for circulation at a subsequent meeting.

**FPC.13 Matters carried forward from last meeting**

- a) Expansion of the Graveyard.



A proposal to start a formal application to CCC for the transfer of land from the School to the Parish Council for the expansion of the Graveyard was made:

**Proposed: Cllr Kent, Seconded: Cllr McGee - Approved**

**FPC.14 Additional items and matters to note**

- Cllr Mitchell to set up a call/meeting with the Head Teacher of Fenstanton School to look at options for possible projects and funding sources to support the school.
- Signage on the new A14/A1307 does not show Fenstanton, resulting in confusion for drivers coming to Fenstanton. Cllr Bates to raise with A14 Highways team.
- Cllr Kent represented the Parish Council at the virtual memorial service. A wreath was laid on behalf of the Parish Council.
- Cllr Turner has indicated she will be resigning as a Parish Councillor, due to increased work commitments following a promotion.

**FPC.15 To accept notices and matters for the next agenda – None**

**There being no further business, the meeting closed at 20.55pm**