



FENSTANTON PARISH COUNCIL
Minutes Parish Council Ordinary Meeting
Zoom Video Conference on Thursday, 11th March 2021
at 19.00

Present: Cllr S Collinson, Cllr N Ferrier (Vice Chair), Cllr P Kent (Chair), Cllr R McGee, Cllr J Middleton, Cllr K Mitchell, Cllr S Polhill, Cllr G Pryke, Cllr A Puntambekar, Cllr J Schonfeldt and Cllr C White

In attendance: J Perez (Clerk), District Councillor David Mead, Heather Chambers (Hilton PC) and 2 Parishioners

1. **To receive any apologies of absence and to receive any declarations of interest.**
Apologies received from Cllr P. Hayes as no internet access, County councillor Ian Bates.
Cllr G Pryke declared an interest in item 9, regarding a payment due to be made to him. Cllr C White declared an interest in item 8.2 due to family members living in the area due to be discussed.

Comments and observations from members of the public (NB comments should be relevant to items on this agenda only) None

2. **To approve the minutes of the Parish Council Meeting held on Thursday 11th February 2021.**
Cllr G Pryke proposed that the minutes of the Parish Council meeting held on 11th February 2021 were a true record of the meeting, **Cllr R McGee 2nd, 3 Cllrs abstained as not present at meeting, All other Cllrs were in favour.**
3. **To receive reports from the County and District Council**
Cllr D Mead advised that he has spoken to Ryan Fuller at HDC regarding the application from Fenstanton PC for CiL Funding for the Cambridge Road project. Ryan Fuller was surprised at the amount requested. Ryan Fuller is happy to speak to the PC. Cllr P Kent and Cllr K Mitchell will take forward.
Cllr Mead also advised that he had looked at the S106 agreement for Headlands but this seems to have been redacted from the website.

19.25 District Cllr D Mead left the meeting.



4. **To consider matter arising or carried forward from the last or a previous meeting.**

4.1 Flood working group - updates.

Cllr N Ferrier advised that the Flood working group have been gathering further evidence and have produced a Flood analysis document which has been circulated to all Cllrs, the document lists the actions the working group will be taking forward. The Flood working group have also been working with CCC Lead Local Flood Authority -Hilary Ellis. Letters regarding the Flooding have been sent to all local authorities. HE has advised that they are willing to implement whatever CCC advises them. The working party has also written to Morris Homes and HDC about the drainage issues at their site.

Cllr K Mitchell is working on the online mapping system to show locations of sewage, gullies etc. Cllr J Sconfeldt has been in contact with the Head of the sewage who would be willing to attend a meeting. Cllr P Kent has written to CCC regarding the clearing of gullies, he has been advised that they hope to clear bi-annually going forward and that they have been allocated additional funds to clear blocked gullies. CCC will also identify blocked gullies and if on private land they will chase private landowners to clear. The working group will continue to push forward.

4.2 Funding School project – funding with CIL/S106

The PC is able to support the School with funding from CIL/S106 monies and will match funds up to £6,000 as previous approved.

4.3 HGV's using the Village – HGV watch

Cllr P Kent has written to District Cllr D Mead and Ryan Fuller (HDC) regarding the HGVs that Park on Cambridge Road, as there has been a report of a near accident involving a young child. The Clerk has spoken to one of the Hauliers and asked that they refrain from Parking here as it can be dangerous for residents trying to cross the road. The Clerk will continue to speak to Hauliers concerned if HGVs can be identified and are reported to her. Cllr A Puntambekar has received complaints of HGVs using the Village during the night, he discussed whether there was a way of recording the offenders. The Clerk suggested that we speak to Hilton PC as they have experienced a similar issue.



There are 7.5 tonne weight restriction signs on the approach roads into the village, they are situated at this location to allow HGVs the opportunity to turn the vehicle around. If they were situated further into the Village there would be no opportunity for them to do this.

Cllr R McGee explained that there had been consideration for an HGV group but after the opening of the new A14 the issue had decreased and therefore there was no requirement.

4.8 Request from Hilton PC for Fenstanton PC to support their application for NMU between Hilton and Fenstanton

***The Chairman brought forward this item due to Hilton Parish Councillor Heather Chambers having to leave the meeting at 8.00pm**

All Cllrs have seen the document that Heather sent outlining the details of Hilton's NMU working group proposal for a NMU (non-motorised user) access from Hilton to Fenstanton along the Hilton Road. She explained that the working group have sent a draft CIL application to HDC, she asked if Fenstanton Parish Council would be supportive of an application. **Cllr P Kent proposed** that FPC support Heather's wording requesting support, **Cllr C White 2nd, All Cllrs were in favour.**

Heather left the meeting.

4.4 Discuss and decide on renewal with CAPALC Ltd – cost £688.91, inc DPO £738.91.

All Councillors agreed that the Parish Council should renew with Capalc including the DPO cover at a cost of £738.91, **Cllr P Kent proposed, Cllr R McGee 2nd, All Cllrs were in favour.**

4.5 Discuss and decide whether a contribution can be made to Hedge trimming - 6 Chequer Street.

Councillors discussed this request. The hedge in question is on the homeowners property and therefore not the responsibility of the Parish Council. **Cllr G Pryke proposed** that the Parish Council reject the request, **Cllr P Kent 2nd, 1 Cllr abstained, All other Cllrs were in favour.** The Clerk will inform the homeowners of the decision.



4.6 Discuss and decide on purchase of Litter picking equipment- cost £357.20.

The Clerk was unaware that the Chair of the General Purposes committee has the discretion to authorise the purchase of goods up to £500. Therefore, Cllr G Pryke agreed to this purchase.

4.7 To discuss the date for the May Annual Parish Council meeting and Annual meeting of the Parish, due to the expiry of COVID-19 19 legislation allowing remote meetings on 7th May 2021.

The Clerk circulated information ahead of the meeting regarding the current legislation advising that after the 6th May it will be illegal to hold a meeting via Zoom or other online applications. After discussions **Cllr P Kent proposed** that the Annual Parish Council Meeting be held on the 6th May and the Annual Meeting of the Parish on the 4th May, **Cllr G Pryke 2nd, All Cllrs were in favour.**

4.8 Request from Hilton PC for Fenstanton PC to support their application for NMU between Hilton and Fenstanton

*Item moved forward on the agenda - See earlier comments

4.9 Cllr N Ferrier to update on availability of Band and suppliers if VE day celebrations are postponed until Sept 2021.

Cllr N Ferrier has spoken to all parties involved and they have confirmed availability for the 4th September.

4.10 Transfer of land – Old Orchard – update

The Clerk and Chairman have signed and returned the relevant documentation to the Solicitor, a Zoom call is scheduled for Monday 15th March to verify their ID, once this has been completed the Solicitor will inform the PC when the transfer is complete.

5. Review of Parish Issues Log – outstanding items

The Drain on Bell Lane has been cleared.



6. Clerk's Report

6.1 Fenstanton Parish Councillor email addresses, security and sharing files via dropbox or similar and decide on solution.

The Clerk put together a report showing the options available for a Dropbox solution for the Parish Council. The Clerk advised the PC that she had concerns regarding cyber security and her preferred option would be for her to administer the Dropbox as she felt this would be the safer option. This would allow all Cllrs 'read only' access, they would not be able to change, add or delete anything in the Dropbox. Alternatively, the Clerk suggested the PC could look to allow one or two Cllrs full access. The Clerk expressed concerns over cyber security if all Cllrs had full access and did not feel this was necessary.

Cllrs discussed the options and felt that they wanted full access to the dropbox, despite the Clerks concerns, **Cllr P Kent proposed** to use Dropbox and allow all Cllrs full access, **Cllr N Ferrier 2nd, 2 Cllrs abstained, All others were in favour.**

7. Committee Reports: - updates

7.1 Finance & Constitution - Cllr Mitchell

- **Insurance renewal – update Online mapping & Christmas Tree cover**

The Clerk has received confirmation that the free online mapping will continue without a lapse and that the Christmas Tree would be covered within the PC's policy

- **Additional spend Clock Tower Lighting – approved**

It was agreed at the F & C meeting that the additional spend will be taken from the CIL money.

- **Update on Year end accounts.**

Cllr K Mitchell advised that there will a surplus of around £15,000 once all payments are made.

- **AGAR Timetable**

Dates will revert to the normal timetable.

- **Establishment of Village Trust – with the Parish Council as sole trustee**

Cllr P Kent explained the thoughts behind the establishment of a Village Trust as discussed at the F & C committee at which it was given approval. Cllr P Kent wanted to ratify the decision with the full PC. **Cllr P Kent proposed** that full council support the approval, **Cllr C White 2nd, All Cllrs were in favour**



7.2 General Purposes – Cllr Pryke

- **Clock Tower & Pond maintenance – update**

Cllr S Polhill advised that the scaffolding is now down, the doors require another coat of paint and the lights will be replaced. Cllr K Mitchell advised that work has commenced on the Pond.

- **Under Pass – update on painting**

Cllr R McGee advised that the anti-graffiti paint has now been applied. A question was raised regarding the possible removal of the barriers at either end of the Underpass, the Clerk will contact HE to see if these can be removed to allow accessibility.

- **Fen Bridleway – update**

Work to repair the Bridleway has been completed, hot tar was used to repair this decision was made by CCC.

- **MUGA –following Cllr K Mitchell trial of Scribe online booking system – discuss and decide upon**

Cllr K Mitchell advised that the A14 cannot add the contractor to their list, therefore they will pass the funds to CCC who will forward to the PC on completion of the work. The PC will employ the contractors .

- **Footpaths – update following meeting with CCC.**

Cllr P Kent, Cllr R McGee, the Clerk along with Chris Behagg and Nick Toms attended a Zoom meeting with the rights of way officer at CCC Zaria Bettles. The meeting was very useful.

7.3 Planning – Cllr Ferrier

- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 20/02615/HHFUL**
Rear extension, 6 Chequer Street Fenstanton Huntingdon PE28 9JQ – **Recommended for approval.**
- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 20/02219/FUL**
Change of Use, Garage conversion into domestic dwelling.
6 Church Lane Fenstanton Huntingdon PE28 9JW – **Recommended for refusal.**
- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 20/02320/FUL**
Full Application For The Erection Of 7 Class E, B2 And B8 Units With Associated Parking And Construction Of Access To Highway
Plot 12 Willow Road Lakes Business Park Fenstanton -**Recommended for approval**
- **Discuss building works currently being undertaken at Crystal Lakes - Planning Enforcement to investigate** – The Clerk has been in contact with HDC enforcement officer who has not yet investigated but will keep the Clerk updated.

7.4 Burial Board

Cllr K Mitchell advised will need to look further at the Cemetery mapping



8. Transport Working Group

8.1) Traffic Regulation Order for speed reduction on High Street- update

The Clerk had an update from CCC to say that there had not been any objections and that now they needed to get costings. The Clerk has chased this but not had any further response, she will continue to chase and update at next meeting.

8.2) LHI Application for Chequer Street parking bays- Cllr McGee attended panel meeting – await decision.

Cllr R McGee attended the panel meeting and is awaiting the outcome. The Clerk received an email from a Parishioner with a request to look at other options for this area. As the application has already been submitted it was agreed to await the outcome before, Cllr N Ferrier proposed we await the outcome of this application, Cllr P Kent 2nd, 1 abstained, All other Cllrs were in favour.

8.3) A1307 Cambridge Road Slip Road Initiatives & Upgrade – application decline, update on plan of action.

As discussed in District Cllr D Meads report earlier, the application has been denied. Cllr P Kent and Cllr K Mitchell will contact Ryan Fuller to discuss further. The slip road now has 30mph signs in place, however there are some obsolete signs still in place, the removal of these will be discussed at the next General purposes meeting.

9. Approve Payment Schedule

The payment schedule was circulated to all Cllrs, **Cllr K Mitchell proposed** that all payments be approved, **Cllr P Kent 2nd, 1 Cllr abstained due to declared interested, All other Cllrs were in favour.**

10. Councillors items – information only. No discussion and no decisions can be made.

Cllr N Ferrier thought it would be good to have a uniformed Fenstanton Parish Councillor sign off at the end of all Cllr emails, the Clerk will add to the next meeting agenda for discussion. Cllr R McGee requested a General Purposes meeting be schedule for this month. Cllr K Mitchell advised that Spectrum was running again, and that the deadline for March/April edition was approaching. Cllr C white reminded the Council that amendments to proposals are recorded and voted on.

Meeting closed 20.53