



FENSTANTON PARISH COUNCIL
Minutes Parish Council Annual Ordinary Meeting
Zoom Video Conference on Thursday, 6th May 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 (joined 19.20), Cllr M Richardson, Cllr J Schonfeldt and Cllr C White

In attendance: J Perez (Clerk), District Councillor David Mead, and 2 Parishioners (1 Parishioner left at 19.17)

21/22- 16 **Elect Chairperson and Vice Chairperson**

Two Councillors put themselves forward for the roles of Chair and Vice Chair. Cllr P Kent expressed that he would be happy to continue as Chairman to the Parish Council, **Cllr G Pryke proposed** that Cllr P Kent continue as Chairman, **Cllr C White 2nd, All Cllrs were in favour.**

Cllr N Ferrier expressed that he would be happy to continue as Vice Chairman to the Parish Council, **Cllr G Pryke proposed** that Cllr N Ferrier continue as Vice Chairman, **Cllr C White 2nd, All Cllrs were in favour.**

21/22- 17 **To receive any apologies of absence and to receive any declarations of interest.**

Apologies received from Cllr P Hayes as no access to the internet. Cllr A Puntambekar advise he would join the meeting as soon as possible due to another commitment.

Comments and observations from members of the public (NB comments should be relevant to items on this agenda only)

19.02 – Meeting close to take comments from a Parishioner.

Although not an agenda item, the Chairman allowed the Parishioner to comment on this occasion.

The Parishioner raised concerns about the speed at which vehicles travel along London Road, St Ives. She has brought this issue to the Parish Council previously. She expressed that the surroundings have changed over the past 20 years and that there are many more people walking along this road, this includes many school children. She would like to see a speed reduction put in place and look at other ways in which to make this a safer route.



Cllr P Kent advised that this has been considered in the past and that at the time CCC advise that they would not be supportive of a reducing the speed. He advised that the Parish Council will discuss this further at the next PC meeting when this item will be added to the agenda.

19.09 Meeting re-opened

21/22- 18 **To approve the minutes of the Parish Council Meeting held on Thursday 8th April 2021.**

Cllr R McGee proposed that the minutes of the Parish Council meeting held on 8th April 2021 were a true record of the meeting, **Cllr G Pryke 2nd, All Cllrs were in favour.**

21/22- 19 **To receive reports from the County and District Council**

No County Councillor present due to elections. Nothing specific to report from District.

21/22- 20 **To welcome our new Parish Councillor - Mark Richardson**

Cllr M Richardson was welcomed by the Council.

21/22- 21 **To review current committees and sub committees – see appendix A**

Some amendments to committees and working groups were made – see appendix A for details. **Cllr C White proposed** that all changes be agreed, **Cllr G Pryke 2nd, All Cllrs were in favour.**

21/22- 22 **Discuss and decide on the decision process when the Parish Council is unable to meet remotely, and arrangements required when able to meet face to face.**

Following the high court ruling that Parish Councils are no longer legally allowed to hold Parish Council meetings virtually, Cllrs discussed how the Parish Council can operate whilst it is unable to meet safely face to face. After discussions **Cllr P Kent proposed** that the Clerk, Chairman and Vice Chairman make decisions in consultation with the appropriate Chair of each committee, **Cllr G Pryke 2nd, All Cllrs were in favour.** The Clerk will continue to monitor the situation and keep the council informed of any further news regarding this issue.

Cllrs discussed where would be a suitable meeting venue once face to face meetings can reconvene. **Cllr N Ferrier proposed** that Church Centre should be used for all Parish Council meetings, **Cllr R McGee 2nd, all Cllrs were in favour.** The Clerk will contact the Church Centre to discuss availability and costs. Cllr C White pointed out that our standing orders will need to be amended to show change of meeting venue.



Cllr N Ferrier expressed that where possible meetings should still be held virtually, The Clerk stipulated that the PC can only meet virtually for information sharing and no decisions can be made. **Cllr N Ferrier proposed** that the PC continue to meet virtually when sharing information, **Cllr J Schonfeldt 2nd, All Cllrs were in favour.**

21/22- 23 **Discuss and decide on any action required for access to Hampton/Cranesbrook playing field and open space development.**

Cllr N Ferrier is looking at re-development of this area to include some landscaping. When work on the MUGA starts, some of the soil for that can be used to boost the humps but be mindful not to exclude disabled access. The metal barrier in place should deter Travellers using this land.

21/22- 24 **Discuss and decide on any action require ahead of the rescheduled VE day celebrations.**

Cllr N Ferrier advised that the Church event is cancelled. It will just be the Bannold event going ahead, but this is all in hand, the band and marquee are booked. Cllr N Ferrier will start promoting the event shortly.

21/22- 25 **Flood Working group – update.**

Cllr N Ferrier advised that the working group are now being taken seriously and being listened to. A meeting with lead flood authority is scheduled onsite with Morris Homes and A14. Mapping of the village is taking shape, most of the centre of the village is now mapped, just the outskirts remain. Some further information is still required from CCC and AW. A huge programme to clear ditches will need to take place. Cllr P Kent suggest the information sharing meeting should, if possible be held when able to meet face to face.

21/22- 26 **Footpath working group – update following meeting with CCC rights of way officer.**

Cllr R McGee advised that the meeting had been productive. Cllr R McGee and Cllr P Kent have also had a meeting with the RSPB and discussed a bench being installed near Moore Lake, this will need approval at the next GP meeting. Cllr R McGee is getting quotes to improve the access on FP 1 at Hall Green Brook, once he has received 3 quotes this can be discussed further. FP 13 has been repaired to a high standard. Cllr P Kent will speak to Chris Behagg regarding FP 14.

Cllr S Polhill mentioned that the plants/shrubs along the Low Road are impeding cyclists and it is becoming dangerous. The Clerk will report via the website as no CCC Highways officer in post currently.



- 21/22- 27 **Clock Tower parking - update and to approve spend £2,550 for 3 new planters for around the Clock Tower.**
Cllr S Polhill has organised a quote for 3 new planters for the Clock Tower area and a sketch of where they will be placed. This does not include the cost to secure the planters. **Cllr K Michell proposed** that the amount be amended to up £3000 to include cost of securing for the planters, **Cllr G Pryke 2nd, All Cllrs were in favour.**
Cllr N Ferrier advised that he has spoken to Donna who would maintain the Planters for a small fee.
- 21/22- 28 **Approve spend of £331.31 to purchase a bike rack for the Clock Tower.**
Cllr S Polhill proposed that the Parish Council purchase a 3 spaced bike rack, Cllr G Pryke 2nd, All Cllrs were in favour.
Cllr N Ferrier advised that he has spoken to Mo's Motors to ask that they do not park at the Clock Tower. Mo's explained that they have always parked there. Signage will be going up to advise of short stay parking only shortly, the bike rack and planters will help discourage parking. **Cllr P Kent proposed** that the Parish Council put signage up and review/take next steps if this does not work, **Cllr S Polhill 2nd, All Cllrs were in favour.**
- 21/22- 29 **Discuss and decide on A1307 Cambridge Road slip road revised CIL submission.**
Cllr K Mitchell has been working on a revised proposal in preparation for discussions with Ryan Fuller at HDC. Once discussed further, revisions can be made before the next submission date. Cllr J Middleton offered his assistance on this project. Cllr K Mitchell advised that the PC would need to commit funding towards the project, this should be decided at the next meeting.
- 21/22- 30 **Approve draft accounts for FY 2020/21 and sections 1 and 2 of the AGAR.**
The accounts are still with the internal auditor but should be completed shortly, once complete they will need to be approved, either at a meeting or by delegation. Then they will go to the external auditor.
- 21/22- 31 **Approve Clerk to enrol for CiLCA training in September 2021 cost £400.00.**
Cllr P Kent proposed that the Clerk attend CiLCA training, **Cllr R McGee 2nd, All Cllrs were in favour.**
- 21/22- 32 **Approve New Councillor training for Mark Richardson cost £75.00.**
Cllr G Pryke proposed that Cllr M Richardson attend Councillor training, **Cllr R McGee 2nd, All Cllrs were in favour.**



21/22- 33 **Committee Updates: - Planning, General Purposes, Finance and Constitution & Burial - Information Only – no discussion or decisions can be made.**

Cllr R McGee advised work on the Bus shelters will start when the Weather improves, he also advised that the Speed Camera would be move to Cambridge Road. Cllr P Kent asked if he could make enquiries to look at speeding devices on London Road, Cllr R McGee advise that approval would need to be given but he will speak with Doug Dew on this matter.

Cllr K Mitchell advised that the Clerk had completed her probation and her salary would increase to LCP level 24 backdated to April. Cllr K Mitchell advised that a new RFO has been appointed for 5 hours a week and she would be starting shortly. Cllr K Mitchell has drafted a trust deed that will need to be discussed at the next meeting, the PC will need to decide if it wants to be the sole trustee forever or to add trustees.

21/22- 34 **Approve Payment Schedule - See spreadsheet.**

Cllr P Kent proposed that all payments be approved for payment, **Cllr G Pryke 2nd, All Cllrs were in favour.**

21/22- 35 **Councillors items – information only. No discussion and no decisions can be made.**

Cllr P Kent advise that he and Cllr K Mitchell have agreed that Hobbies day on the green can go ahead as long as everything is left as it was.

Cllr K Michell advised that Age Concern will help cover the Community Warden whilst a replacement is found.

Cllr C White advised that Cyclists on the Low Road are not using the designated cycle path, he felt the sign was not prominent, the Clerk will report to Highways.

Cllr K Mitchell will include the yearend report for Spectrum.

Cllr G Pryke advised the new bench will be delivered on 11th June.

Meeting closed 20.26.

Chairman Signature (Paul Kent).....