



**FENSTANTON PARISH COUNCIL**  
**Minutes Parish Council Ordinary Meeting**  
**held at the Church Centre, Fenstanton on Thursday 14<sup>th</sup> April**  
**2022 at 19.00**

**Present:** Cllr P Hayes, Cllr M Hewitt, Cllr P Kent (Chair), Cllr R McGee (Vice Chair), Cllr G Pryke, Cllr A Puntambekar and Cllr C White

**In attendance:** J. Perez (Clerk), 1 Parishioner, Cllr D Mead (arrived 19.30)

22/23- 1 **To receive any apologies of absence and to receive any declarations of interest**

Apologies received from Cllr S Collison due to family medical emergency, Cllr N Ferrier due to illness (covid), Cllr P short due to work commitment. County Councillor D Dew due to holiday.

Absent but no apologies received Cllr J Middleton and Cllr K Mitchell.

No declarations of interest.

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

Meeting closes 19.01

A Parishioner expressed his thanks and appreciation to the Parish Council for the work being carried out around the village, including the grass maintenance, play parks and Pond area. He noted that the Football Club have been parking in the car park and not using Chequer Street.

He asked if the MVAS could be mounted in Chequer Street to monitor the speeding. He also asked whether the PC could consider banning of ball games at Chequer Street play park due to balls being knocked into the road or onto cars.

Cllr McGee advised that he would arrange to move the MVAS to Chequer Street. Cllr P Kent advised that to ban ball games would be a shame for younger children and difficult to monitor.

Meeting opened 19.06

- 22/23- 2 **To approve the minutes of the Parish Council Meeting held on Thursday 10<sup>th</sup> March 2022**  
Cllr G Pryke proposed that the minutes of the Parish Council meeting held on Thursday 10<sup>th</sup> March 2022 were a true record of the meeting. Cllr R McGee 2<sup>nd</sup>, All Cllrs were in favour. **RESOLVED** that the minutes are approved as a true record
- 22/23- 3 **To receive reports from the County and District Council**  
No Councillors present at this time.
- 22/23- 4 **Parish Council - Election results and to give thanks to Cllrs stepping down, for their time and commitment to the Parish Council**  
There were nine candidates that stood for Election for the south ward of Fenstanton, there are thirteen seats on the Parish Council, eleven for the south ward and two for the north ward. This means that the Election is uncontested and that the nine candidates have been duly elected and will take office on the signing of declaration of acceptance to office at the Annual Parish Council Meeting on 12<sup>th</sup> May.  
Chairman P Kent took the opportunity to thank those Cllrs that have decide not to stand for re-election.
- 22/23- 5 **LHI Chequer Street – recommendation from the GP committee to approve a contingency of £3,000.**  
Cllr P Kent, Cllr R McGee and the Clerk attended a virtual meeting with CCC Highways Projects team to discuss this project. The project team informed the Cllrs that there may be further costs and wanted confirmation that the PC would be willing to cover these if required. Plans have just been sent through, there are some checks to be carried out regarding utilities and root protection for the Trees to be planted. Cllr G Pryke proposed that the Parish Council approve a contingency of £3,000, Cllr C white 2<sup>nd</sup>, All Cllrs were in favour. **RESOLVED** that the Parish Council approved a contingency of £3,000 for this project.
- 22/23- 6 **Discuss and approve the estimated cost from Barr Ellison for the legal work required for the Glebe Allotment lease £1,750 - £2,250.**  
In order to complete the legalities of the S106 for the Glebe Allotments the Parish Council will need to engage legal representation. Cllr R McGee proposed that the Parish Council approve the costs to ensure the Parish Council has the correct legal representation on this matter, Cllr G Pryke 2<sup>nd</sup>, All Cllrs were in favour. **RESOLVED to approve the expenditure for legal representation.** Cllr R McGee now represents the PC on the Allotment steering group. Further discussion regarding the Fencing around the allotments will be discussed at the next GP meeting.

- 22/23- 7 **Discuss and decide on additions to the PC Insurance cover highlighted at internal audit for personal accident and business interruption cover – additional £81.00 and consider cyber security insurance - £299.99**  
 It was agreed that the PC should include the personal accident and business interruption cover on the insurance policy. As the PC currently has data breach response included it was agreed that the cyber security was not required at this time. **Cllr P Hayes proposed** that personal accident and business interruption cover be included at a cost of £81.00, **Cllr M Hewitt 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED that the Parish Council include personal accident and business interruption cover.**
- 22/23- 8 **Playpark – repair updates**  
 Work to repair the surface surrounding the wooden apparatus at Chequer Street has now been completed. Once on site the contactors found that there were further repairs required to the surface and this was at a cost of £400.00, in the absence of the Clerk and the Chair, Cllr R McGee (Vice Chair) and Cllr G Pryke approved the extra cost. The Clerk asked the PC to ratify this decision. **Cllr P Kent proposed** that the extra costs of £400.00 are officially approved and ratified, **Cllr R McGee 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED that the extra cost of £400.00 is approved.**  
 MI Gardeners have informed the Clerk that they are now unable to carry out the work required at the Metal Park to remove the rotting wood and infill and seed. Cllr G Pryke will speak to another handyman to see if he is able to complete the job for the same cost as originally quoted.
- 22/23- 9 **Discuss and decide on response to Huntingdonshire PPS - Parish & Town Council Survey**  
 The Clerk will complete the survey.
- 22/23- 10 **Discuss and decide on request from Citizens Advice Rural Cambs for a donation**  
**Cllr P Kent proposed** that the Clerk enquires whether other local Parish Councils are making a donation, **Cllr M Hewitt 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED to ask other Councils.**
- 22/23- 11 **Discuss and decide whether to adopt the LGA Model Code of Conduct**  
**Cllr P Kent proposed** that Fenstanton Parish Council adopt the LGA Model Code of Conduct to take effect from May 2022, **Cllr R McGee 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED to adopt the LGA Model Code of Conduct with effect from May 2022.**
- 22/23- 12 **Tree Planting/ Hampton Park**  
 Cllr R McGee advised that the working party would like to get a professional to draw up a planting plan, he has received a quote but is waiting on further quotations, this would also include a topographical survey. The estimated costs would be approximately £2,500 in total. **Cllr R McGee proposed** that the Parish Council approve a spend of up to £2,500 for a professional planting scheme and topographical survey to be carried out, **Cllr G Pryke 2<sup>nd</sup>, All Cllrs**

were in favour. **RESOLVED to have a professional planting plan and topographical survey carried out with a maximum spend of £2500.**

Cllr McGee advised that Ray Puddefoot has come up with a plan for planting on Cambridge Road that CCC are happy with but want to get an arborist to confirm.

22/23- 13 **Climate Change policy for Fenstanton Parish Council- update**

The Clerk attended a Climate Change conference held by SLCC. A toolkit will be available later in the year, the Clerk will report again once this is available.

22/23- 14 **CCC Transport Strategy - stakeholder engagement survey 9<sup>th</sup> May -19<sup>th</sup> June 2022**

The Clerk to complete.

22/23- 15 **Pond – update on works**

The lecterns and the whipping post are now in place. Ian Wilson will clean the paving surrounding the Clock Tower. It was approved at the GP meeting in March that two fence panels to be replaced at a cost of £410.00 each + VAT. However, on closer inspection the supporting post is also damaged and will need removing and replacing, therefore there is an extra work and cost involved and the total will be £1,412.79 + VAT. **Cllr G Pryke proposed** that the Parish Council accept the new quotation, **Cllr R McGee 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED to get the fence repaired at a cost of £1.412.79 +VAT.**

22/23- 16 **Adoption of the Landscape & Townscape SPD- information only**

A district wide document to give advice. Add to the next Planning meeting agenda for information.

22/23- 17 **Committee Updates: - Planning, General Purposes, Finance and Constitution & Burial - Information Only – no discussion or decisions can be made**

District Cllr D Mead advised the PC that the old Vindis site has now been given Planning permission. The PC have not been informed, the Clerk will enquire. The Clerk will liaise with the Church regarding the path repairs.

22/23- 18 **Payments and Receipts Schedule (items since previous meeting)- approve payments- Appendix A**

**Cllr G Pryke proposed** that all payments are approved and paid, **Cllr P Hayes 2<sup>nd</sup>, All Cllrs were in favour. RESOLVED to make all payments.**

22/23- 19 **Agenda Items for Next Meeting**

*Any business, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting*

Meeting closed 20.06

Chairman Signature (Paul Kent) .....