

## M4 MINUTES

The Parish COUNCIL Meeting of Kings Ripton was held on Tuesday 18 September 2018 at 7.00pm in Village Hall

- Present P Rayner, Chairman, P Bassitt, Vice-Chairman, R Rayner, K Martin, David Sattelle Parish Councillors.  
Ms R Mimiene, Clerk.  
CC Cllr S Criswell  
HDC Cllr S Smith  
14 members of the public.
- 180918/273** **To Receive Apologies and Reasons for Non Attendance**  
170918/273.1 There were no apologies for absence.
- 180918/274** **Declaration of Interests for Members (Disclosable Pecuniary Interests)**  
180918/274.1 Cllrs PR & RR submitted a request for dispensation for Agenda Items on Planning 180918/281.1.2.3  
180918/274.2 Cllr PR declared interest in Agenda Item 180918/283.4 – 180918/6 Finance, Payment re: Grass Cutting
- 180918/275** **To Receive Reports from District and County Councillors**  
CC Cllr SC noted that there is nothing particular to report locally. There is a Parish Conference on 23 Nov 2018 at Marriott hotel Hinchingsbrooke Business park. CCC will be moving offices to Alconbury Weald The Hub. Budget set up time is approaching.  
*1 member of the public joins the meeting*  
Combined authority is working close to all bodies.  
*1 member of the public joins the meeting*
- Close of Meeting**
- 180918/276** **Public Participation Session with respect to items on the Agenda and other matters of mutual interest.**  
Resident spoke re: Transport problems and many accidents which are not recorded at the crossroad south of the village. Accidents were on 1 Aug 18 and 2 other accidents earlier this year.  
*HDC Cllr SS joins the meeting*  
A member of the public noted that it is difficult to find the accidents statistics. Only serious accidents if death or injury (referred to hospital), are recorded. During one accident, the police did turn up but no incident number provided.  
Re: Land Opposite Mayfield Heath Farm Sapley Rd planning application 18/01439/FUL, are there any restrictions? PC to consider under the Agenda Item 180918/281.3 tonight.  
Re: Grain store application 18/01824/FUL – residents were worried re: volume of traffic, speed and noise. There is a public footpath going via private land but it is not clear for the public where to walk. Visuals of the proposed grain store would be helpful.  
By the chicane at the top end of the village, going south there is a road sign, covered by overgrowth.
- Re-opening of the Meeting**
- CCC SC leaves the meeting*
- 180918/277** **To Receive and Approve the Minutes of the Parish Council meeting 17 July 2018** **Carried**  
**Proposal** **Proposed by Cllr PH, seconded by Cllr PB, all in favour and it was RESOLVED that the minutes of PC Meeting 17 July 2018 to be accepted and signed as the true record of the meeting.**  
*Chairman signed the minutes.*
- 180918/278** **To Receive and Approve the Minutes of the Extraordinary Parish Council meeting 31 July 2018** **Carried**  
**Proposal** **Proposed by Cllr KM, seconded by Cllr DS, all in favour and it was RESOLVED that the minutes of Extraordinary PC Meeting 31 July 2018 to be accepted and signed as the true record of the meeting.**  
*Chairman signed the minutes.*
- 180918/279** **Matters Arising for those Minutes**  
All covered under the Agenda.

180918/280	<b>Code of Conduct</b> – adopted at July PC, remove from the Agenda.	
	<i>Dispensation form received from Cllrs PR and RR. Cllr PB took over to chair the meeting</i>	
180918/281	<b>Notification on Planning Items</b>	
	<p>1) Proposal: Proposed grain store and relocation of caravan park - inclusive of tree/hedging screen Site Address: Land At Glebe Farm School Lane Kings Ripton, Reference: 18/01824/FUL, received 11 Sep 18, due back HDC within 21 day as usual. Architect answered the questions raised by the public. HDC Cllr SS suggested that residents submit their concerns to HDC planners so they are aware. PC Recommend Approval to this planning consultation with the conditions that there is a control of speed on the feeder road, visuals are produced, noise assessments conducted and clarification of lighting details provided.</p>	
Proposal	<b>Proposed by Cllr KM, seconded by Cllr PB, all in favour and it was RESOLVED to recommend approval to the above planning consultation with the conditions.</b>	Carried
	PB attended DMC. Next meeting brought forward (12 Nov 18) so this planning could be discussed to avoid having an extraordinary meeting.	
	<p>2) Proposal: Construction of a new crematorium with associated car parking, memorial gardens, access road, access and landscaping. Site Address: Land North Of Wyton Piggery Cottage Sawtry Way Wyton Reference: 18/00700/FUL – received 15 Aug 18 while Clerk on holidays, comments within 21 day – responses by 7 Sep 18 – no PC comments due to no quorum members to make the meeting, PC comments stay as submitted before. Cllr PB represented PC at the Development panel Meeting on 17 Sep 18.</p>	
	<i>Note: Next DMC meetings are 15 Oct and 19 Nov 18. 2 members of the public leave the meeting</i>	
	<p>3) Proposal: Proposed new crematorium and cemetery development: including administration and cafe building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Site Address: Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton Reference: 18/01439/FUL – additional docs received 9 Aug 18, comments within 21 day (initially PC recommended Approval, comments submitted 1 Aug 18) Received on 13 Sep 18 (comments within 21 day) 1) Amended Site Location Plan 2) Albion Archaeology Geophysical Survey Report (Sept 2018)</p>	
	Recommend Approval with the condition regarding local that more information is required regarding local businesses and residents as stated before and the provision of the cycle path between Kings Ripton and Jubilee park.	
Proposal	<b>Proposed by Cllr DS, seconded by Cllr KM, all in favour and it was RESOLVED to recommend approval to the above planning consultation with the listed conditions.</b>	Carried
	<i>Cllr PR is back to chair the meeting</i>	
	<p>4) 18/01626/TREE Tree application received 9 Aug 18 (hard copy) comments by 28 Aug – No PC comments submitted HDC – Clerk to check the feedback. Question raised does the tree have a TPO. If so recommendation might come back to PC.</p>	
	<i>2 members of the public leave the meeting</i>	
	<p>5) Proposal: Reserved matters application for 192 dwellings for appearance, layout, scale, landscape and access in respect of Key Phase 1 pursuant to outline planning permission 1201158OUT. Site Address: Alconbury Airfield Ermine Street Little Stukeley Reference: 18/01536/REM – PC recommended Approval.</p>	
	Received 1 Aug 18, PC comments by 22 Aug 18 – ‘The number of visitor parking spaces aren’t shown on the Proposed Masterplan and Statement. There are 416 parking spaces in total for 192 homes. This seems to be inadequate and it would be unsuitable if this leads to vehicles blocking access roads and leading to obstructions for service and emergency vehicles.’	
Proposal	<b>Proposed by Cllr KM, seconded by Cllr PR, all in favour and it was RESOLVED to recommend approval to the above planning consultation is approved with the above conditions.</b>	Carried

- 6) Proposal: Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of a new roundabout from the A141 including drainage, landscaping and associated works. Site Address: Land West Of The East Coast Mainline Railway And North Of Spittals Way Huntingdon Reference: 18/01577/REM – received from HDC 1 Aug 18, PC comments by 22 Aug 18 – No PC response submitted HDC.

For information: PC responded to:

Proposal: Proposed new crematorium and cemetery development: including administration and cafe building, memorial gardens, traditional and natural burial areas, car parking and landscaping. Site Address: Land Opposite Mayfield Heath Farm Sapley Road Kings Ripton Reference: 18/01439/FUL

*Recommend Approval: With the condition that more information is required regarding the effect on local businesses and residents.*

180918/282

**Consultations**

None received.

180918/283

**Finance**

180918/283.1

To Sign a Bank mandate form for Cllr K Martin to become a signatory

Bank acknowledged the mandate

180918/283.2

Bank balance as at 31 Aug 18, Cashbook, Bank Reconciliation, Income & Expenditure

Bank Balance £9,956.11

Cashbook balance £9,956.11

VAT claim for 2017/18 £10.98 submitted.

180918/283.3

Budget for 2019/20 proposals and Precept – Cllr KM will present Budget proposals for Nov PC.

*2 members leave the meeting.*

180918/283.4

GDPR update by CAPALC: Support for member councils in preparing and handling a potential breach under the GDPR legislation. Summary and Invoice

**Proposal**

**Proposed by Cllr PR, seconded by Cllr PB, all in favour and it was RESOLVED that PC accepts the membership offer from CAPALC for annual fee of £25.00. Carried**

HDC Cllr SS presented herself. She is on Community and Partnership working committees. The Stukeleys PC are considering the creation of a country park, 1<sup>st</sup> meeting with U&C and other parties was tonight. If anyone wishes to join or make any comments, please email the Clerk who will forward your email to HDC Cllr SS.

*8 members of the public leave the meeting.*

180918/283.5

Expenditure for approval 18 Sep 18:

A resident volunteered to cut the grass in the village in 2019 season. PC thanked the resident.

*1 member leaves the meeting*

Date	Payee and Description	Amount
	<i>Electronic payments:</i>	
180918/1	Wages and Tax deductions Aug 18	£209.23
180918/2	Wages and Tax deductions Sep 18	£137.20
180918/3	Expenses on running cost of PC Aug & Sep 18	£11.68
180918/4	Business Services at CAS Insurance cover 01/10/18 – 30/09/18	£203.23
180918/5	CAPALC: General Data Protection Membership scheme for the period to 31 Mar 18	£25.00
180918/6	Kings Ripton Church: Grass cutting of Parish Green 2018, minimum of 12 cuts per year	£600.00
	Total Sep 18 expenditure:	£1,186.34

**Proposal**

**Proposed by Councillor PB, seconded by Councillor DS, all in favour and it was RESOLVED that items listed in 180918/283.5 are to be paid. Carried**

180918/284

**To Review and Approve New Model of Standing Orders (including the GDPR) issued by NALC in Apr 2018, amended in July 2018**

**Proposal**

**Proposed by Councillor PR, seconded by Councillor KM, all in favour and it was RESOLVED that New Model Standing Orders as amended by NALC in July 2018 are approved. Carried**

180918/285

**To note FOI request regarding HACT, it is now dealt with.**

180918/286

**Highways and Verges**

180918/286.1	A resident brought to PC attention several issues, which were reported to appropriate bodies. Paths cleaned but some bits missed. Still need to wipe the signs and trim the trees south side going towards the chicane, action for Cllr RR. Highways issues can be reported online by residents: <a href="https://highwaysreporting.cambridgeshire.gov.uk/">https://highwaysreporting.cambridgeshire.gov.uk/</a>	RR
180918/286.2	Parking issues on the pathway, outcome The issue raised by the resident again. It was agreed that parking on the council verge infrequent now. PC agreed to monitor.	PC
180918/286.3	Bridge over the Bury Brook, Cllr KM report PC discussed the matters with appropriate bodies and found out that the project could cost £15/20K. The Parish Council are considering options for building a footbridge over the Bury Brook to run alongside the road bridge. PC need Environmental Agency advice on their requirements for the bridge height & weight and flood modelling as it would cross a waterway as well as ensuring the monitoring station is undisturbed.	KM
180918/286.4	A14 funding might be applicable. Cllr KM will investigate this further. Signs – Risk Assessment carried by Cllrs PB and RR	
<b>180918/287</b>	<b>To further discuss and consider GDPR (General Data Protection Regulation),</b> outcome Documents approved at earlier meetings.	
<b>180918/288</b>	<b>Speeding in the village: To review PC insurance – SID insurance cover now done and included under PC cover. To sign SID Agreement. Roadwatch data.</b> It was agreed to scan and circulate the signed agreement to full PC before sending it to Roadwatch team. It was suggested to record data on Sapley road – junction route to Huntingdon. PC agreed to make a contribution of £10.00 to Road watch team at Nov PC.	Clerk PC
<b>Proposal</b>	<b>Proposed by Councillor PR, seconded by Councillor KM, aall in favour and it was RESOLVED to seek to record data at Sapley road and provide £10.00 donation to Road watch team at Nov PC.</b>	<b>Carried</b>
<b>180918/289</b>	<b>Allotments: Grass cutting</b> 3 options presented to PC: 1) Keep bees, residents agreed to maintain the site 2) Woodland – plant trees, PC were worried that area might become untidy 3) Consider affordable housing, Cllr KM volunteered to explore capital funding option	PC KM
<b>180918/290</b>	<b>Community Defibrillator</b> Cllr SS will find out re: the defibrillators in Little and Great Stukeley. It was noted that there is an ongoing cost re: Replacement pads.  <i>HDC Cllr SS leaves the meeting</i>  Cllr KM provided Information from the East of England Ambulance Service about Community Defibrillators, which they are able to supply directly, along with training. As these are purchased directly by the community the responsibility for upkeep and replacing supplies would need to be considered although there is an option for a 'worry free' option to include all consumables for 10 years (Wel Medical). Cllr PR noted that PC can get funding to match and Glebe Farm can make a contribution of £600 to help move this forward. Cllrs PR and RR are trained in CPR. Glebe farm should be able to supply the power to heat a cabinet if needed.	
<b>180918/291</b>	<b>Village Security</b> Neighbourhood Watch coordinator did seek PC approval to purchase 3 additional signs to cover the whole village. 5 signs in total at a price of £14.00 each. PC agreed to approve in principle and reimburse the NW coordinator on the receipt of the Invoice. <i>4 members leave the meeting</i> Cllr RR joins the RCAT (The Rural Crime Action Team) goup.	
<b>Proposal</b>	<b>Proposed by Councillor PR, seconded by Councillor RR, all in favour and it was RESOLVED that additional 3 Neighbourhood Watch signs are to be purchased, total number 5 now.</b>	<b>Carried</b>
<b>180918/292</b>	<b>Correspondence</b> Dealt with.	

180918/293

**Members' Reports, round the table invitation to report**

Cllr attended a Secret garden party meeting at Abbots Ripton. An event to run as many times 10k in 24 hrs as you can is being considered.

180918/294

**Matters to be raised by members for the next agenda**

None.

**EXCLUSION OF THE PUBLIC AND PRESS**

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.**

180918/295.1

To Review Clerk's contract. Annual Clerk's appraisal

Clerk's appraisal will be carried at the end of PC meeting tonight.

PC are very satisfied.

Sadly, Clerk informed PC that after a deep consideration she has to resign from Clerk & RFO position. Clerk was with PC for more than 3 years. Many thanks expressed to the Clerk.

180918/295.2

To Finalise the Outstanding Matters raised at the Extraordinary Jul PC Meeting

Sorted.

180918/296

**Date of the next meeting: Mon 12 Nov 18 at 7pm**

*Meeting finished at 10pm*

*These minutes are considered draft until ratified at the Parish Council meeting*

\_\_\_\_\_

Date

\_\_\_\_\_

Chairman: Philip Rayner