

## Kings Ripton Parish Council

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A Meeting of Kings Ripton Parish Council was held on Tuesday 21 <sup>July</sup> ~~May~~ 2015 at 7.00pm at Kings Ripton Village Hall. <sub>15 Sep 15</sub>

**Present:** Councillors P. Bassitt, M. Krause, R. Rayner, R. Carey-Townsend (Chairman)

**In Attendance:** Mrs. C. Silverstone (Relief Clerk). County Councillor M. Tew and one member of the public joined the meeting after item 026-07/15 and left after item 036-07/15

### Minutes

- 022-07/15 To receive and approve apologies for absence.**  
Councillor P. Rayner: Holiday. District Councillor R. Howe: Attendance required at another meeting.
- 023-07/15 To receive declarations of interest.**  
Members were invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kings Ripton Parish Council Code of Conduct for Members and by the Localism Act 2011. Councillor R. Rayner declared an interest in the planning application for Glebe Farm (027-07/15). Councillor M. Krause declared an interest in the village hall grant application (035-07/15)
- 024-07/15 Public Participation**  
To allow up to 10 minutes (3 minutes per person) for any members of the public and councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda. There was no public participation.
- 025-07/15 To receive and approve the minutes of the parish council meeting held on 19 May 2015.**  
Copies of the minutes of the meeting of Kings Ripton Parish Council held on 19 May 2015 had been circulated in advance following their informal approval by the chairman. Councillor Krause proposed acceptance of the minutes. Councillor R. Rayner seconded the proposal. All were in favour and it was **resolved** to do so. The chairman signed the minutes.
- 026-07/15 Matters arising or carried forward from the last or previous meeting.**  
There were no matters arising.

County Councillor Michael Tew and one member of the public joined the meeting.

- 027-07/15 Notification of Planning Items.**  
027-07/15.1 15/00981/FUL Proposed grain store and relocated caravan park – inclusive of tree/hedging screen. Glebe Farm, School Lane, Kings Ripton.  
Councillors clarified that the proposed new building would be no higher than the existing one and that hedging will screen the caravan park from view. Councillor Krause proposed approval of this application. Councillor Bassitt seconded the proposal. Councillor R. Rayner abstained from voting. The chairman was in favour and it was **resolved** to do so.

#### To receive reports from County and District Councillors.

(This had not been published as an agenda item. Councillors requested that it be included in future). County Councillor Tew urged the council to work more closely with its neighbouring parishes. He reminded members that councillors from Bury, Ramsey, Upwood and the Raveleys, Warboys and Wistow meet on a three-monthly basis to address common issues. Councillor Tew suggested that councils could be more effective and more influential if they work together.

Councillor Tew referred to item 038-07/15.4 and confirmed that no changes will be made to the street lighting in Kings Ripton. He informed members that lighting in 17 parishes in the district will be switched off overnight unless individual parishes pay £12.65 per light per annum.

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Cambridgeshire County Council has announced its recently updated Local Highway Improvement (LHI) initiative following a review conducted by County Councillors. The closing date for applications is 02 November 2015.

New signs have been installed close to the traffic calming chicanes and trees have been cut back allowing line of sight between the chicanes to satisfy complaints from neighbouring parishes. The chairman reported that one of the 30mph road signs had been raised as a member of the public had accidentally walked into it. It is now hidden by overgrown foliage. Councillor Tew advised the chairman to contact Brian Murdoch, Cambridgeshire County Council Highways Officer.

Councillor Tew informed members that he has been promoted to Chairman of the Adult Health Committee. Councillors offered their congratulations and wished him well with this new responsibility.

### 028-07/15 Finance

The clerk confirmed that funds have been transferred from Lloyds to Unity Trust Bank and that the Lloyds account has been closed. The chairman, Councillor P. Rayner and Councillor R. Rayner have been authorised as account signatories and the council now has the capability to make electronic payments.

028-07/15.1 Bank balance, 13 July 2015 = £10,158.64

028-07/15.2 To note Income received: VAT Return of £473.87 (included in the balance, 13 July 15)

028-07/15.3 To approve accounts for payment: 21 July 2015:

Date	Cheque no.	Payee and Description	Amount
21.07.15	001	Graphic Pavement Signs Ltd: Purchase of noticeboard	£190.74
21.07.15	002	HDC: Electoral services	£75.00
21.07.15	003	Mijan Limited: Internal Audit 2014-15 + mileage	£53.60
21.07.15	004	Brampton Parish Council: Printing costs	£11.00
21.07.15	005	SLCC: Membership fee	£70.00
21.07.15	006	Clerk's salary: May and Jun 2015	£347.17
21.07.15	007	Clerk's expenses: May and Jun 2015	£42.98
		<b>Total:</b>	<b>£790.49</b>

Councillor Krause proposed that the list of payments be authorised. Councillor Bassitt seconded the proposal. All were in favour and it was **resolved** to do so.

The chairman asked that Councillor Bassitt and Councillor Krause be added to the account as authorised signatories. All were in favour.

Clerk's note: the clerk's working from home allowance (£10) is included in the salary payment (cheque no. 006). It should have been recorded as a non-taxable expense (cheque no. 007). The total payment of the two cheques combined is correct. The accompanying paperwork has been annotated accordingly and the submission to HMRC will be corrected.

The chairman added that Catworth Parish Council have provided the clerk with a printer/scanner/fax. Kings Ripton Parish Council will be expected to contribute to the running costs.

### 029-07/15 Kings Ripton Community Led Plan. To receive an update.

Councillor Krause agreed to recruit and coordinate a working party to prepare a strategy to address the issues raised during the consultation process; and to finalise the plan for publication. He will coordinate a meeting for Tuesday 15 September at 6:30pm.

### 030-07/15 Proposed Redevelopment of RAF Wyton Airfield: To confirm Kings Ripton's response to the consultation.

Councillor R. Rayner proposed that the letter prepared by Councillor P. Rayner (dated 15 July 2015) be approved and sent to those on the distribution list provided by District Councillor Robin Howe. Councillor Bassitt seconded the proposal; all were in favour and it was **resolved** that the chairman would sign the letter and send it at her earliest opportunity.

### 031-07/15 Licensing Act 2003 - Draft Statement of Licensing Policy – Consultation

Councillors acknowledged receipt of this item of correspondence.

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- 032-07/15 Houghton and Wyton Submission Neighbourhood Plan**  
Councillors acknowledged receipt of this item of correspondence.
- 033-07/15 Village tidy up**  
The chairman agreed to contact Brian Murdoch, Highways Officer to request assistance through the Community Payback Scheme. Councillors expressed concern that graffiti has started to appear in the village.
- 034-07/15 Review of the Internal Auditor's report**  
The internal auditor highlighted a number of areas for review. The clerk suggested that the parish council should revisit its Financial Regulations and Standing Orders. Compliance with these two recently adopted policies will satisfy audit requirements. Councillor Bassitt and Councillor Krause requested copies of the council's policy documents and the clerk agreed to forward these. Councillors confirmed their commitment to restoring compliance in all areas of the council's business.
- 035-07/15 Grant Request: Kings Ripton Village hall**  
The chairman proposed that the parish council approve payment of £700. The parish council will consider a further donation on receipt of quotations for the electrical work. Councillor Bassitt seconded the proposal; Councillor Krause abstained from voting. All were in favour and it was **resolved** to do so.
- 036-07/15 To consider adoption of a Risk Management policy.**  
The risk management policy has yet to be prepared. The clerk offered to share Upwood and the Raveley's policy document for review. Councillor R. Rayner reported that she had carried out a risk assessment of the parish and highlighted a number of minor action points. All agreed that whilst the allotments may look untidy, they do not present a risk to health and safety. Councillor Krause suggested that allotment holders should take responsibility for this area. The chairman suggested that a quotation be requested from Glebe Farm for strimming and tidying. The clerk advised that regular risk assessments be signed, dated and filed.
- County Councillor Tew and one member of the public left the meeting.
- 037-07/15 To receive verbal reports from members on matters arising from their portfolio responsibilities.**  
*No decisions can be made under this item.*  
Councillor Krause reminded members that they had agreed to define councillor portfolio responsibilities based on the needs of the parish; individual expertise and areas of interest. He presented a draft list; the clerk offered to share the list of responsibilities covered in Upwood and the Raveleys for review; and Councillor Bassitt agreed to consolidate this with a view to implementation at the next meeting.  
The chairman informed members that she had attended a Road Safety Committee meeting. She noted that Community Speedwatch signs are to be removed in inactive parishes and asked Councillor Bassitt to remove and store the signs until the initiative is reactivated. She reported that it is now acceptable for volunteers to work in other parishes. Sergeant Andrew Street of the policing team for St Ives and Ramsey plans to visit the parish to review traffic speeds.  
Councillors reported mixed opinions regarding the success of the traffic calming measures. Councillor Krause suggested that this be reviewed by the community led plan working party.
- 038-07/15 Correspondence and Communications.**  
038-07/15.1 Consultation on the Revision of Cambridgeshire's Strategy for Flood Risk management  
038-07/15.2 Gambling Act 2005- Draft Statement of Principle- Consultation.  
038-07/15.3 Clerks & Councils Direct magazine – for circulation.  
038-07/15.4 Cambridgeshire County Council: Streetlighting – Implementation for further energy savings.  
038-07/15.5 Invitation to Wyton Airfield Stakeholder Steering Group 24 Jul 10am, Huntingdon Town Hall.  
038-07/15.6 Email from "Speed Check Services" regarding 7.5 t limit infringement.
- 039-07/15 Matters for future consideration. *No decisions can be made under this item.***  
There were no additional matters for future consideration.

**Kings Ripton Parish Council**

**040-07/15**    **Date of next meeting: 15 September 2015. 7:30pm.**    **Close of meeting. 9:25pm**

A handwritten signature in blue ink, appearing to read 'C. G. G. G.', is written over the page number. The signature is stylized and cursive.