

HEMINGFORD GREY PARISH COUNCIL**The Annual Meeting of Hemingford Grey Parish Council held on Monday 13 May 2024
At 7.30 pm in the Reading Room, High Street**

Present: Cllrs: Richard Allen (Chairman) Sarah Jakes
Riva Elliott Anne Meredith
Janice Flint Robin Waters
Nick Irish Stephen Wright
Tony Jackson

In attendance: 2 members of the public, including James Tilbury (Secretary, Hemingford Colts Football Club), and Mrs Gail Stoehr (Deputy Clerk).

1. **To elect a Chairman and to receive the declaration of acceptance of office**
RESOLVED that Cllr Allen be elected Chair. (Prop RW, 2nd TJ, carried with 8 in favour and 1 abstention)
Cllr Allen signed the Declaration of Acceptance of Office.
2. **Apologies**
Apologies were received from Cllr Di Gaetano (no reason given) and District Cllr D Keane (clash of meetings)..
3. **To elect a Vice-Chairman**
RESOLVED that Cllr Waters be elected Vice-Chair. (Prop TJ, 2nd RW, carried with 8 in favour and 1 abstention)
4. **Annual appointment of committees, working groups and representatives on any other organisation or authority and also to allocate member responsibilities which the Council deems necessary, including a review of terms of reference, current member roles and responsibilities and review of appointments of residents' responsibilities**
RESOLVED that there should be no Planning Committee and that planning applications and matters should be taken during the main Parish Council meeting.
RESOLVED that the Clerk should arrange the organisation of the planning visits, create a rota and keep a watching brief. (Prop RW, 2nd RA, unanimous)
RESOLVED that Cllr Waters should keep an eye on the Local Plan.
Environment Working Group
RESOLVED that the membership should consist of: Cllrs Meredith (Convenor), Jakes, Irish and Flint. (Prop SJ, 2nd RE, unanimous)
RESOLVED that there should be no changes to the Terms of Reference.
Finance and Policy Working Group
RESOLVED that the membership should consist of: The Chairman (Convenor), Vice-Chairman, and Cllrs Wright and Elliott. (Prop SW, 2nd RE, unanimous)
RESOLVED that there should be no changes to the Terms of Reference.
Cemetery Working Group
RESOLVED that the membership should consist of: Cllrs Allen (Convenor), Flint, Jakes and Elliott. (Prop RA, 2nd RW, unanimous)
RESOLVED that there should be no changes to the Terms of Reference.
Community Resilience Working Group
RESOLVED that the membership should consist of: Cllrs Jackson (Convenor), Waters, and Irish, and that the Working Group may co-opt other members.
RESOLVED that details of the group should be published on the website. (Prop RA, 2nd RW, unanimous)
RESOLVED that there should be no changes to the Terms of Reference.
RESOLVED that the following Member and Officer responsibilities be agreed: (Prop RA, 2nd RW, unanimous)
Tree Wardens –Martin Collings and Alice Mitchell
Meadow Reeves – Cllrs Allen and Jakes

Footpaths – Cllrs Irish and Elliott, plus Gary Baker. Any member that sees anything amiss when out walking the public rights of way may report it to the County Council using its online reporting system.

Newsletter Editor – Cllr Allen

Website – Kim Loader assisted by Cllr Flint.

Employment – The Chair and Vice-Chair.

Reading Room representative – Cllr Flint

Langley Trust – Riva Elliott (March 2021) and Annie Waters (Jan 2020).

St Ives Road Safety Committee – Cllr Jakes.

Peace Memorial Fields and Pavilion – Cllr Allen

Great Ouse Valley Trust – Cllr Elliott and Waters

Defibrillator checks – Cllr Irish

Hemingford Hopper – Cllr Wright.

RESOLVED that the Standing Orders, Financial Regulations, risk assessment arrangements and other polices continue unchanged. (Prop RA, 2nd SJ, unanimous)

5. **Annual review of land in the ownership or control of the Parish Council**

Land presently in the ownership or control of the Council (Prop RW, 2nd JF, unanimous)

- Daintree Green (including Allotments and Millennium Orchard) – subject to a 30 year lease from 1/1/2004 from HDC at £150pa
- Yes Development open space at Dunnock Way subject to a 5 year lease from 6th January 2020 from HDC at a peppercorn rent if demanded.
- the Parish Cemetery unregistered at Land Registry
- Vicarage Fields (including the 'island' around the oak tree) – registered with Land Registry
- the Pinders Green play area also known as the Mitchell Close Play area (corner of Pound Road and Mitchell Close) and surrounding grass - registered with Land Registry CB23513
- Maintained by the Parish Council - the grass along the riverside from the High Street to the Hemingford Abbots boundary (adjacent to FP HG11) and the wide 'verge' along the northern section of Love Lane (FP HG5). Also the verge outside No 2-8 High Street. The Parish Council appears not to have any formal or legal 'ownership' of these other than by it having maintained them for many years.
- The various 'estate paths' which are generally not shown as registered to anyone and which usually appear on the Land Registry index map as if they are part of the highway. The Parish Council has generally carried out the minimal maintenance via its handyman.

The estate paths are:

- a. Turberville Court to Gore Tree Road)
- b. Priors Close to the Thorpe (
- c. Weir Road to The Apple Orchard
- d. Path from south end of Dendys back to Sadlers Way
- e. Path from Limes Court to London Road behind Esso filling station
- f. The Joint

HDC has offered transfer of Phase 1 & Phase 2 of the Yes Development open space to the Parish Council. A Solicitor has been appointed to handle the transfer.

Comments and observations from members of the public and from the County and District Councillors

James Tilbury, Secretary of the Hemingford Colts Football Club, spoke to his correspondence under item 12.3.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 12.3 next.

12.3 Hemingford Colts Football Club – Additional Football Pitches

The Call for Sites outcome for the land by the school in July is expected in July. The Chair outlined the Parish Council's grant application procedure.

There were no County or District Councillor reports.

6. To receive declarations of interests from councillors on items on the agenda

Cllr Flint declared a pecuniary interest in item 10.1 relating to her expenses claim.

Cllr Jakes declared an interest in item 10.1 relating to the invoice from St Ives Tree Services.

7. To approve the minutes of the meeting on 8 April

RESOLVED that the minutes of the meeting on 8 April 2024 be approved and signed by the Chairman as a true record. (Prop RA, 2nd TJ, unanimous)

8. To consider any resolutions from the Annual Parish Meeting

None.

9. To consider matters arising from the last or a previous meeting

9.1 (4.2) Fenstanton and Hemingford Grey LHI bid 2022-23 – to consider increased costs

RESOLVED, noting the error in the previous email from CCC, that the Parish Council is willing to pay the 40% contribution towards the LHI works due to increased costs. (Prop RW, 2nd AM, unanimous)

9.2 (5.4) SSE Business Energy – to consider renewal of contract

RESOLVED, noting that no additional quotations had been received, to approve a one year extension to the contract. (Prop RA, 2nd RW, unanimous)

9.3 (6.4 of 11.3.24) Dog fouling at Yes Estate playground – to consider correspondence from HDC

RESOLVED that the red line needs to be moved by taking off the top of the "T" shape outlined in red on the map.

RESOLVED subject to the above to purchase six recycled plastic posts and signage. (Prop RA, 2nd NI, carried with 8 in favour and 1 abstention)

RESOLVED to ask the Hemingford Handyman to install the signs and that it be delegated to the Clerk to accept a reasonable cost for the work.

RESOLVED that the Chairman should write an article for the newsletter.

9.4 (6.6 of 11.3.24) Transfer of Yes Estate Land to the Parish Council – to consider correspondence from HDC & Solicitors

RESOLVED to respond to the Council's solicitors that the Parish Council believes there is no justification for the new indemnity and agrees that the fencing clause is unreasonable but the Parish Council wishes this matter to be progressed without delay.

(Prop TJ, 2nd AM, carried with 8 in favour and 1 abstention)

9.5 (6.7.1 of 11.3.24) Flood defences – to consider response from Environment Agency

Noted.

9.6 (6.7.2 of 11.3.24) Flood defences – to note responses from other parish councils

Noted.

9.7 (7.2 of 13.11.23) Street light 200 (corner of The Thorpe and Priors Road) – unauthorised installation of baffle

RESOLVED to ask the contractor to re-align the baffle or remove it if unsuitable and to invoice the resident for the contractor's costs. (Prop RA, 2nd RW, unanimous)

10. Finance, procedure and risk assessment

10.1 To receive the financial report and approve the payment of bills

RESOLVED that the payments listed in the finance report should be paid, plus Janice Flint (Litter pick expenses) £53.10 and the Salaries when the figure is received, noting that the payment to St Ives Tree Services should be £1450.00 and not £5450.00 as shown in the finance report, and noting the consequent amendments to the finance report. (Prop RA, 2nd RE, carried with 7 in favour and 2 abstentions)

RoSPA (Play area inspections)	£304.80
St Ives Tree Services (Tree works horse chestnut &	£300.00

damson)	
Buchans (Grass cutting)	£1379.85
LGS Services (Admin support April)	£2625.91
CCC (LHI 20mph scheme)	£6784.96
K&M Lighting Services (Street light maintenance)	£88.74
St Ives Tree Services (Moderate tree works)	£1450.00

Credits were noted, including a VAT refund, allotment rents, an allotment tenant's contribution to tree removal, and receipt of the precept.

- 10.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety
RESOLVED to delegate to the Clerk and the Chairman the power to put in place a contractor for grass cutting for 6 months. (Prop RA, 2nd RE, unanimous)
- 10.3 To consider any matter that is urgent because of risk or health and safety
None.
- 10.4 To consider the RoSPA reports
RESOLVED having considered the RoSPA report that
- the Handyman should cut the protruding bolts at the Daintree Green and Mitchell Close play areas reimbursing him for any out of pocket costs for a hacksaw.
 - the Handyman should sand the wood on the rocker and seesaw at Daintree Green.
 - to obtain quotations for repairs to the swing and safety surfacing and for the cabling on the cableway to be checked by a play equipment repair company. (Prop NI, 2nd SJ, unanimous)
- 10.5 To note the designation of The Cock Pub, Daintree Green and Marsh Lane Lakes as Assets of Community Value
RESOLVED to note that the designation of The Cock Pub, Daintree Green and Marsh Lane Lakes as Assets of Community Value, had all been completed.
- 11. To receive reports and items from Committees, working groups and members for information only unless stated**
- 11.1 Proposal that the Parish Council considers if any action is required for a milestone on St Ives Road that is leaning
RESOLVED having noted the action by Cllr Irish to report this to the County Council and agreed that he should follow this up with the relevant authority,
- 11.2 To note report on Great Ouse Valley Trust AGM
RESOLVED to note that an impressive talk had been given and an article is to be placed in the newsletter.
- 11.3 To note report on Environment Agency (Great Ouse) Regional Flood and Coastal Committee
Noted.
- 11.4 To note Houghton Flood Group weekly briefing
Noted.
- 12. To consider correspondence/communications received**
- 12.1 Hemingford Pavilion – Request for grant
The Chairman declared the existence of his dispensation allowing him to speak and vote on any matter relating to the Pavilion as the Parish Council's representative.
RESOLVED, having considered the request from Hemingford Peace Memorial Field to approve a grant of £2,700 to the Hemingford Peace Memorial Field for playing field maintenance, and to cut the hedge and the Manor Road hedge. (Prop SJ, 2nd AM, unanimous)
- 12.3 Hemingford Colts Football Club – Additional Football Pitches
Taken earlier.
- 12.2 Burial Fees appeal

On a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 in view of the confidential nature of the business to be transacted, that is, burial arrangements, the public were temporarily excluded from the meeting and were instructed to withdraw. The Clerk was invited to remain.

The meeting was re-opened to the public at 8.50 pm. No members of the public returned

13. Closure of Meeting

There being no further business, the Chairman declared the meeting closed at 8.50 pm.

Signed _____ (Chairman) _____(Date)

DRAFT