

HEMINGFORD GREY PARISH COUNCIL**Meeting of Hemingford Grey Parish Council held on Monday 10 June 2024
in the Reading Room, High Street at 7.00 pm**

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

In attendance: 4 members of the public, Michelle Sacks (CEO, HDC), District Cllr D Keane, and B Stoehr (Clerk).

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

A resident commented on the state of the village, such as cracks and weeds in the pavements, weeds at the edge of the road and long grass on Daintree Green. The new fruit trees needed looking after as the long grass was choking them out. In addition there was one dead tree and another was half-dead.

The issues with the footpaths and highway needed to be reported to CCC, and the resident was asked to report this on the CCC website. The chairman explained that CCC had rescinded their previous policy of not spraying but they had indicated that it might take time to get back on top of the situation.

The Chairman explained the issues with the Parish Councils previous maintenance contractor. The Parish Council have appointed a new contractor who was due to start shortly and had been asked to cut the Cemetery and Daintree Green as a priority.

Two new apple trees had been ordered to replace the two dead trees but can only be planted at an appropriate time of the year. Orders had been placed to replace the two dead trees on Daintree Green.

District Cllr Keane reported verbally on:

- The General Election on 4 July. HDC is in the pre-election period.
 The Deadline to register to vote is the 18 June.
 Postal vote applications have to be made by 19 June.
 Proxy vote applications have to be made by 26 June.
 Identification is needed to vote. If residents do not have valid identification HDC can provide this free of charge.

Michelle Sacks, Chief Executive Officer of HDC, introduced herself. She outlined her background in Local Government, having worked in a Local Government Legal Department and as Monitoring Officer, and across half of Lincolnshire as Deputy CEO. She is passionate about rural matters and raising the profile of rural communities. The PLACE policy at HDC was a key attraction in her joining HDC. She was keen for HDC officers to be a voice for local communities.

The Parish Council raised a number of ongoing issues and projects with Ms Sacks. Updates were given and she offered to investigate some matters further if details was sent to her:

The Footpaths Monitor reported that very little communication had been received from CCC about the reported issues..

1. To receive apologies for absence and declarations of interest from councillors on items on the agenda

Apologies were received and approved from Cllr Jackson (out of parish).
 Apologies were also received from County and District Cllr Doug Dew (attending another meeting).

Cllr Jakes declared a non-pecuniary interest in items 6.1.1 (family member has an allotment) 6.1.3 (family member has an allotment and child is a member of the Football Club) and 6.1.4 (family member is offering their services).

2. To approve the minutes of the last Parish Council meeting on 13 May 2024 and the minutes of the Planning Committee meeting on 13 May 2024

RESOLVED that the minutes of the full Council meeting on 13 May 2024 be approved and signed by the Chairman as a true record. (Prop RA, 2nd AM, unanimous)

RESOLVED that the minutes of the Planning Committee meeting on 13 May 2024 be approved and signed by the Chairman as a true record. (Prop RW, 2nd JF, carried with 8 in favour and 1 abstention)

3. To consider planning applications, decision notices and tree works applications or pre-application approaches received

3.1 Planning applications

3.1.1 24/00925/HHFUL – Long Lane House, Long Lane – Conversion of existing outbuilding to form bedroom annex

The site visit was conducted by Cllrs Flint and Di Gaetano.

RESOLVED to support the application. (Prop JF, 2nd MDG, carried with 8 in favour and 1 abstention)

3.1.2 24/80133/COND – 67 High Street – Discharge of condition 3 (Materials /Construction) for 23/01818/LBC

The application was assessed at by Cllrs Allen and Irish.

RESOLVED, given that the Conservation Officer was not concerned and the works were internal and not visible from outside, that the Parish Council has no comments. (Prop RA, 2nd NI, unanimous)

3.2 Decision notices, appeals notices, enforcement notices and planning correspondence

3.2.1 Request that the Parish Council raises awareness of the Vindis Site plans

RESOLVED to place the plans on the website.

3.2.2 23/01190/HHFUL – 8 Church Street – Replacement of approved garage door with a window and conversion into study. Erection of flat roof garage – Permission granted by HDC.

3.3 Tree works applications

None.

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

4.1 (10.4) To consider quotations for RoSPA repairs if received

RESOLVED to accept the quotation from Kettering Playsafe. (Prop RA, 2nd NI, unanimous)

4.2 Land transfer of Phase 1 and Phase 2 Yes Development – to authorise signing of the transfer

RESOLVED to note the progress made with the transfer and to delegate to the Chairman and the Clerk together to sign the transfer when received from the solicitors. (Prop RA, 2nd RW, unanimous)

5. Finance, procedure and risk assessment

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

RESOLVED that the payments listed in the finance report, below, should be paid, plus K&M Lighting Services (Street light maintenance) £88.74, and Hemingford Handyman (Allotment post) £78.00. (Prop AM, 2nd MDG, unanimous)

RESOLVED to place the invoice for the allotment tap on hold pending a check that the tap is working correctly.

Salaries and pensions	£1773.00
Leeds Day LLP (S106 fees transfer Yes development)	£516.30
K & M Lighting Services (Streetlight maintenance)	£88.74
Buchans (Grass cutting March 2024)	£2975.89
Victoire Press (Newsletter)	£610.00
Hunts Forum (Membership)	£50.00
Reading Room (Room hire)	£148.00
Eastern Tree Surgery (Tree works Braggs Lane)	£240.00
LGS Services (Admin support May 2024)	£2634.32

Credits, as reported on the finance report, were noted.

- 5.2 Clerk report on any action taken using delegated powers or because of risk or health and safety
RESOLVED to note that a quotation for village maintenance for the remainder of the season has been accepted from Hemingford Horticulture.
- 5.3 To consider any matter that is urgent because of risk or health and safety
None.
- 5.4 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1 April 2023 and 31 March 2024)
RESOLVED, having reviewed the system of internal control, that the Parish Council is satisfied with the system of internal control that has been in place during the year. (Prop RA, 2nd SJ, unanimous)
- 5.5 To prepare the Annual Governance Statement (Section 1 of the Annual Return)
RESOLVED that the statements in the Annual Governance Statement be all answered "Yes" apart from Question 9 on Trust Funds which was not applicable. (Prop RA, 2nd NI, unanimous)
- 5.6 To approve the Annual Governance Statement by resolution
RESOLVED that the Annual Governance Statement be approved and signed by the Chairman and Clerk on the Parish Council's behalf. (Prop RA, 2nd NI, unanimous)
- 5.7 To consider the Accounting Statements (Section 2 of the Annual Return)
The Accounting Statements were considered.
- 5.8 To approve the Accounting Statements by resolution
RESOLVED that the Accounting Statements be approved and signed by the Chairman. (Prop JF, 2nd RE, unanimous)
- 5.9 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
RESOLVED that all members had witnessed the signing.
- 5.10 To appoint an Internal Auditor for FY 2025
RESOLVED to appoint Bill Lewis as Internal Auditor for FY2025. (Prop RW, 2nd SJ, unanimous)
- 6. To receive reports and items from Committees, working groups and members for information only unless stated**
- 6.1 Environment Working Group report and proposals
Cllr Jakes, having previously declared an interest in items 6.1.1, 6.1.3 and 6.1.4, left the room at 8.07 pm.
- 6.1.1 Proposal to increase allotment rents from 2025 by 10% and that the Council should commit to installing two water troughs as soon as possible

RESOLVED that the Parish Council commits to installing two water troughs at a cost of approximately £500-600 each.

RESOLVED, having reviewed the allotment income and payments compared to the fees charged for other sites, to increase the allotment rents with effect from the 1st October 2025 by 25% to bring the fees more in line with other local sites. (Prop RA, 2nd AM, unanimous)

- 6.1.2 Proposal that the Parish Council writes to all residents in Vicarage Fields and vicinity asking them not to deposit grass cuttings in nature area

RESOLVED to defer this item until the area had been mown.

On a proposition by the Chairman, the order of business was varied.

- 6.1.4 Proposal that the Parish Council considers a resident's suggestion for regular guided Bird Walks in and around Hemingford Grey, including the Marsh Lane Lake, available to all parish residents and run throughout the year, and to decide on a possible bid for funding to HDC for Huntingdon Futures Place Strategy funding.

RESOLVED, given that no further details had been received from the resident proposing this item, to defer it until information had been received from the resident.

RESOLVED that the Parish Council would want the walks to be confined to Hemingford Grey parish.

- 6.1.3 Proposal that the Parish Council investigates the costs for the installation of a composting toilet situated between Daintree Green and the Allotments for joint use

RESOLVED that the Environment Working Group should investigate the proposal.

Cllr Jakes re-joined the meeting at 8.19 pm.

- 6.1.5 Proposal that the EWG forms a Call for sites sub working group/task group to formulate a more detailed draft plan to be in place quickly if the Parish Council's bids for either County Field or the horse field opposite are successful, with the membership of Chris Bowden, Helen Peat and Graham Tucker, and the Terms of Reference to be drafted and agreed at the next meeting

RESOLVED that the EWG should form a Call for Sites sub working group/task group to formulate a more detailed draft plan to be in place quickly if the Parish Council's bids for either County Field or the horse field opposite.

RESOLVED that Cllr Meredith should be the Convenor in addition to Chris Bowden, Helen Peat and Graham Tucker, and that the group may invite representatives for the sports clubs. (Prop RW, 2nd JF, unanimous)

- 6.1.6 Proposal that the Parish Council writes to CCC regarding the state of footpaths and the lack of response to reports posted on the CCC website

RESOLVED that Cllr Waters should raise the matter with County Cllr Doug Dew for him to take forward.

- 6.2 Proposal that the Parish Council considers the County Council's Parish offer for EV chargers and whether to agree in principle to take up the offer

RESOLVED to receive Cllr Waters's verbal report that two responses had been received. The Pavilion was not able to subscribe. The Parish Centre was happy to investigate, with no commitment at present.

- 6.3 Update and analysis of the results of the recent "Hemingford Hoppa Bus Survey"

Cllr Elliott’s verbally reported that there had been no new analysis since the presentation given at the Annual Parish Meeting. She reported on the business plan, funding, and the operation of the service.

RESOLVED to consider this item again when the business plan was received and the costs were known.

7. To consider correspondence/communications received

7.1 Resident offer to fund the replacement of a damaged bench along the river bank as a memorial bench

RESOLVED that the existing damaged bench could be repaired by the handyman, given that there was not much damage.

RESOLVED to respond that a new bench could be sited on the area that the trade bins were previously sited so that it could be accessed by wheelchair and pushchair users. (Prop RA, 2nd RW, unanimous)

7.2 K&M to consider price increase and contract renewal

RESOLVED to accept the price increase and to renew the contract. (Prop RW, 2nd MDG, unanimous)

7.3 Rural Services Network – request to join

RESOLVED to join the Rural Services Network. (Prop RW, 2nd NI, carried with 6 in favour, 2 against and 1 abstention)

8. Closure of Meeting

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

Signed _____ (Chairman) _____(Date)

