

**Hemingford Abbots Parish Council
Minutes of the Meeting of the Parish Council
held on 29th October 2019 at 7:00pm
at Hemingford Abbots Village Hall**

Present

Parish Councillors: Bridget Flanagan (Chairman)
Brian Parsons
John Peters
Marcus Whewell
Josephine Wills

Minute taker: Georgina West (Clerk)

County and District Councillors: 1

Members of the Public: 1

- 66. To receive and approve apologies for absence**
Apologies were accepted & approved from Cllr Mrs Ryall and accepted from CC Ian Bates.
Cllr Mrs Nicol has resigned from the Parish Council.
- 67. Councillors' Declaration of Disclosable Pecuniary and Other Interests**
None
- 68. Public participation session**
None.
- 69. County/District Councillors' Update**
District Cllr Grice – explained that some senior management changes have taken place at HDC.
Car park charges will be brought back to scrutiny next year. District Cllr Grice gave a brief
overview of a recent meeting with Mayor James Palmer, which had included some discussion
regarding the Third River Crossing.
- 70. Minutes of the previous meetings**
Resolved that the minutes of the meeting held on 24th September 2019 and 7th October 2019
should be approved and signed by the Chairman.
- 71. Matters arising from the previous meetings and reports from Clerk & Cllrs**
None.
- 72. Review and confirmation of Council administration**
- a) Data Protection and Compliance Failure Policy - deferred to November meeting.
 - b) Information Protection Policy – see 72a
 - c) Information Security Incident Policy – see 72a
 - d) Removable Media Policy – see 72a
 - e) Social Media and Electronic Communication Policy – see 72a
 - f) Personnel Committee ToRs – approved.
- 73. Financial Matters**
- a) **Resolved** that the following payments are made:

Net VAT Total

1215/2019-2020

Chairman..... Date.....

BACS	G West	Salary			
		Travel expenses & office allowance			Confidential
BACS	G West				
BACS	HAVH	Hall hire - May to Nov 2019	£150.00	£0.00	£150.00
BACS	Bradgate	Grass maintenance August 2019	£118.29	£23.66	£141.95
			<u>£743.01</u>	<u>£23.66</u>	<u>£766.67</u>

- b) Financial Reports to 30th September 2019 were received and accepted.
Resolved that the Chairman sign the payment schedule & detailed Council report.
- c) Quarterly Accounts Verification and Certification – **resolved** that they be approved and signed.
- d) Grass maintenance contract – Cllr Mrs Flanagan will contact Bradgate directly.
- e) Planning for 2020/21 Annual Budget – Cllrs Parsons & Peters will present the budget at the November meeting.
- f) Street lighting energy contract – **resolved** that the Chairman, in conjunction with the Vice Chairmen, will respond to Utility Aid in respect of the streetlighting energy contract when it is received.
- g) Internal Audit – **resolved** that, following the review of the internal audit, it was considered that the internal audit met the Council's needs. The review's recommendation was accepted that the internal auditor carry out a review of risk management arrangements and compliance with standing orders and financial regulations. The letter of appointment is to be sent to the internal auditor for 2019/20.
- h) CIL – **resolved** that this be allocated towards the cost of repairs to the children's play equipment.
- i) Arrangements for administering the Trusteeship of the Playing Field – **resolved** to hold meetings quarterly, January, April, July & October. Cllr Mrs Flanagan to write to the Monitoring Officer for dispensation to be Administrative Trustees.
- j) Refurbishment of the Village Sign – **resolved** that the quote for renovation of the village sign from Glyn Mould was accepted. Cllr Parsons to progress the matter with Glyn Mould. The Parish Clerk was to decline the quote from J Perry.

74.

Planning

APPLICATION REF. 19/01980/HHFUL

Proposed first floor extension

5 New Road Hemingford Abbots Huntingdon PE28 9AB

HAPC recommendation: recommend **approval** as it would benefit the street scene and the householders & having no detrimental impact on neighbours.

APPLICATION REF. 19/02073/TREE

T1, T2 Oak - Remove major dead wood, sever Ivy and perform a climbing inspection.

T3 Poplar - Fell to ground level

35 Common Lane Hemingford Abbots Huntingdon PE28 9AW

HAPC recommendation: HAPC agree to the supervision of the tree officer regarding the oak trees. HAPC questions if the poplar tree should be felled only because it is shading the lawn

75.

Village Maintenance and Repairs

- a) CCC grass cutting on Rideaway and New Road Verges – awaiting meeting with CCC representative.
- b) Wicksteed – Work completed, awaiting invoice.

1216/2019-2020

Chairman..... Date.....

76. Highway Faults, Repairs and Issues

Update on the LHI bid – awaiting decision (approx. January 2020)

77. Correspondence for Information and Response

- a) 75th Anniversary of VE Day – Cllr Mrs Flanagan has written to the VH & PCC; awaiting their response.
- b) Town/Parish Planning Forum: 12/03/20. To be decided nearer to the date who will attend.
- c) Parking on Common Lane – advised the resident to contact CC Ian Bates.

78. Agenda items for the next meeting

79. Date of Next Meeting

Tuesday 26th November 2019 at 7.00pm

Meeting closed at 21.18pm