**Minutes of the Parish Council Meeting held on Monday 3rd July at 7.30pm in the Reading Room, 46 Chapel Rd, Weston Colville, Weston Green, Cambridge CB21 5NX.**

**Present: Ray Vidler (Chairman), Bridget Durham (Vice Chair), John Garrod, Emma Rayner, and Jessica Ashbridge (Clerk).**

**In Attendance: One Parishioner, County Councillor Henry Batchelor and District Councillor Geoff Harvey in part**

**The Meeting started at 7.30pm**

1. **Chairman’s Welcome –** The Chairman welcomed those present.
2. **To accept apologies and reasons for absence –** Cllr Pagonis did not attend the meeting.
3. **To make any declarations of interest –** Cllr Durham declared a personal and prejudicial interest in 7.1 as a notified neighbour.
4. **Public Participation Session –** None.
5. **To approve minutes-** For the Annual Parish Meeting **P: Cllr Vidler, S: Cllr Durham, All in fav**, and the Annual Meeting of Weston Colville Parish Council on 3rd May **P: Cllr Vidler, S: Cllr Durham, All in fav.**
6. **District and County Council reports and items of interest** – Report appended. Cllr Batchelor reported that the Community Priorities Capital Fund was reopening, and that grants would be available of up to £40,000 for community projects. It was reported that the road sign was still down on Mill Hill, and that there were many blocked drains on Mill Hill again. It was advised that these would need to be reported on the Highways Portal.

**7.1 Planning Appeal –** Cllr Durham left the meeting.

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| **Planning Appeal** | **Address** | **Proposal** | **Decision** |
| **23/00025/REFUSL PP-11094816** | **College Farm House Common Road Weston Colville CB21 5NS** | **Change of use of agricultural land to residential and the retrospective replacement of an existing shed and construction of a cartlodge.** | **Awaiting Decision** |

It was determined not to comment on the appeal. It was felt that the information provided by the applicants had not been used in the application, and that they were appealing on non-determination grounds.

Cllr Durham returned to the meeting.

**7.2 Decisions from SCDC**

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| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **23/00370/HFUL** | 62 The Green Weston Colville | Front, side and rear single and two storey extensions. | **Approved** |
| **23/01291/HFUL** | Naika Mill Hill Weston Colville | Erection of a front porch; two storey rear extension; increase roof pitch in  conjunction with a loft conversion; amendments to elevation materials and  fenestration | **Approved** |
| **23/01436/HFUL** | The Hay Mill Hill Weston Colville | Demolition of existing stable building; erection of detached single storey annexe. | **Approved** |

* 1. **Flooding** – It was noted that there were a number of blocked pots/drains/gulleys on Mill Hill and Chapel Road. Cllr Garrod would report these on the Highways Portal, using What Three Words for accurate locations.
  2. **Footpaths –** Footpath 18 had been cut, footpath 21 needed to be cut, and footpath 16 was blocked.
  3. **Asset Register –** The asset register was received and approved **P: Cllr Durham, S: Cllr Vidler, All in fav**. The Clerk had contacted the insurance company to add the items that were not registered. The Clerk was asked to seek quotes for an odd-job person to restore the benches, tidy the ivy around the bus shelter at Church End, and remove the fence at the back of the car park.
  4. **SID/MVAS –** This would be moved to September.
  5. **Wildwood Festival Horseheath –** It was noted that a complaint had been received, West Wickham PC were holding a meeting to discuss next steps. It was determined that no action would be taken.
  6. **A1307 Forum Meeting –** A report was received. The next meeting would take place at Hildersham in the winter.

1. **Risk Assessment/Health and Safety –** Defibrillator batteries changed 29/06/2023, it was rescue ready. The hedge at the Reading Room car park would be trimmed in September. The concrete post was noted in the car park.
2. **Playground –** The terms and reference for the Playground Working Party were approved **P: Cllr Vidler, S: Cllr Durham, All in fav**. It was determined that the Clerk, 1 parishioner, Cllr Rayner, and hopefully Cllr Pagonis would make up the Working Party, with additional occasional help from other parishioners – for specific areas such as grant applications etc. A positive discussion of various ideas was held, and organisations that could provide grants. It was suggested that the Clerk contact the Clerk at West Wratting to discuss their project. The Clerk was also asked to look into s106 monies owed from the Ivy House development. It was felt one of the first steps of the Working Party was to create a flyer to find out what changes parishioners would like, there had been a suggestion in the past that adult exercise equipment could be added – this would need discussion with the Reading Room Committee if more space was required.
3. **Finance –** 
   1. **To Approve cheques – P: Cllr Vidler, S: Cllr Garrod, All in fav.**
   2. **Annual Return 2022-23 –** Documents submitted to PKF Littlejohn on 28th June.
   3. **Annual Return 2022-23 –** Period of Public Inspection of accounts from 3rd July to 11th August.
   4. **Annual Return 2022-23 –** The Internal Audit Report was received, it was determined to implement the suggestions, and review some of the policies in September.
   5. **Online Banking Update and mandate change –** Move to September.

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| **Credit Received –** |  |
| **Wages s/o** | £235.17 |
| **Balance at Lloyds Bank on 1st June 2023** | £21,471.11 |
| **Briggs Gift Account Balance 28th February 2023** | £615.35 |

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| **Cheque number** | **Detail and Date** |  | **Amount** | **VAT** |
| D/D | Street lighting | - | 15.50 | - |
| 848 | CAPALC Internal Audit | - | £87.90 | - |
| 849 | ICO | - | £35 | - |
| 850 | Simon Ratford – grass cutting | - | £375 | - |
| **Total** |  |  | £513.40 |  |
|  | **Total of Outstanding Cheques** | 844 | £268.83 |  |
|  | **After above Cheques** |  | **£20,688.88** |  |

1. **Matters for next Agenda: Policies, Playground WP, quotes for works around the village, Reading Room – Warm Hub funds return, actions on the Audit report.**

**Dates of Parish Council meetings in 2023 are: 7th August (planning), 4th September, 2nd October (planning), 6th November, 4th December (planning).**

**District and County Councillor’s Report – July 2023**

**4 Day Week**

The trail of a 4-day working week at the District Council was recently extended by another year for office staff and will also be introduced to the waste service as of September this year. This will mean residential bins will only be collected between Tuesday and Friday each week – meaning our area will have a new bin collection day. This will be communicated, by the council, once the detail has been finalised.

More recently, you may have seen in the news, a junior minister has asked the council to cease the trial. He asked this without giving any real reason for doing so, or with any kind of legal backing – SCDC have responded with a request to meet with him, to understand what the concerns actually are.

**A1307 Works**

Work continues on the upgrades to the road and the next scheme to be implemented is the roundabout at the Bartlow Road, Linton junction, which started in early May and is due to go on for about 40 weeks.

For more up to date information go to the Greater Cambridge Partnership website - <https://www.greatercambridge.org.uk/sustainable-transport-programme/public-transport-schemes/cambridge-south-east-transport/cambridge-south-east-transport-phase-1-background/cambridge-south-east-transport-phase-1-current-schemes>

The A1307 is also due to be closed between Hildersham and Linton over the weekend of the 15th and 16th July to complete the works to that remodelled section of the road – please do plan your journeys accordingly!

**Cambridgeshire Priorities Capital Fund**

The County Council have updated and rebranded the Communities Capital Fund that they ran a few years ago. The fund is designed to support local communities in projects that enable them to upgrade community buildings and assets. There is up to £40,000 available in each bid. The Council are currently asking for an ‘expression of interest’ from those community groups/parish councils that are thinking of applying. Full information, plus an application, can be found on the website - <https://www.cambridgeshire.gov.uk/council/communities/cambridgeshire-priorities-capital-fund>

**Parliamentary Boundary Changes**

The Boundary Commission has announced the final proposals for the new parliamentary boundary, which will come into play before the next general election, which is currently scheduled for next year.

Our villages are currently proposed to move from South East Cambridgeshire into South Cambridgeshire. This will move them more broadly into line with the District Council’s boundary so is generally a good move, in our view.

**Signed………………………………………………………………………………..4th September 2023**

**Cllr R. Vidler**