**Weston Colville Parish Council**

**Minutes of the Annual Parish Council Meeting held on Monday 1st July 2024 at 7.30pm in the Reading Room, 46 Chapel Rd, Weston Colville, Weston Green, Cambridge CB21 5NX.**

**Present: Ray Vidler, Bridget Durham, John Garrod, Emma Rayner, Rachel Jennings, and Jess Ashbridge (Clerk). Also present in part: County Cllr Henry Batchelor, and 3 Parishioners.**

[**http://www.westoncolville.org.uk**](http://www.westoncolville.org.uk)

1. **Chairman’s Welcome –** The Chairman welcomed those present.
2. **To accept apologies and reasons for absence –** Apologies were received from Cllrs Pagonis and Russell. **P: Cllr Vidler, S: Cllr Durham, All in fav.**
3. **To make any declarations of interest –** None.
4. **To approve minutes-** For the meeting of Weston Colville Parish Council on 1st May 2024, and the Annual Parish Meeting on 1st May 2024. **P: Cllr Garrod, S: Cllr Rayner, All in fav.**
5. **Public Participation Session –** None.
6. **District and County Council reports and items of interest** – Due to Purdah there was no formal update.
7. **7.1 Planning – Applications requiring comments**

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| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **24/02156/REM** | Garage Plot to North Of 14 Horseshoes Lane  **No Comments** | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/applicationDetails.do?activeTab=dates&keyVal=SELIZHDXJMY00) | **Awaiting Decision** |

**7.2 Planning – Decisions with SCDC**

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| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **24/01012/FUL** | Land To The Rear Of Yew Tree Cottage 59 The Green | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/monthlyListResults.do?action=firstPage) | **Awaiting decision** |
| **24/00236/HFUL** | Naika Mill Hill | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/monthlyListResults.do?action=firstPage) | **Approved** |
| **24/00192/FUL** | Mines Park Chapel Road | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/simpleSearchResults.do?action=firstPage) | **Awaiting decision** |
| **24/00271/S73** | 44 Mill Hill | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/simpleSearchResults.do?action=firstPage) | **Approved** |
| **24/01763/HFUL**  **24/01764/LBC** | 73 Common Road | [Planning Details](https://applications.greatercambridgeplanning.org/online-applications/applicationDetails.do?activeTab=dates&keyVal=SD854KDXIAQ00) | **Awaiting Decision** |

* 1. **Flooding** – The stream around the Reading Room carpark had been cleared on 18th June. Daines Lowe had completed thorough works, and had scrubbed the over grown area between the ditch and the paddock. The area would be reseeded. Brian Heffernan, Nichola Burden and Simeon Carroll attended a meeting in the village looking at the flooding situation with Cllrs Vidler and Garrod. Mr Carroll was the new officer responsible for flooding, he had written to the riparian owners. The bank adjacent to the byway had been cleared, however waste had ended up near the ford. Cllr Rayner was asked to find out when the Reading Room would be clearing the ditch along the cricket field.
  2. **Footpaths –** Bridleway diversion 14, the route would be staying the same with the hedges being cut back to allow the path to be 3.7m wide. Footpath 21 had been reported as the wrong path had been cut.
  3. **MVAS -** Additional expenditure had been incurred – new brackets £114 – this had been approved in May, but it had not been recorded in the minutes. There had been a mixed response from Parishioners about the signs. However it was felt that safety was paramount, and it was difficult to please everyone, all the time. Another request was made from a Parishioner to have the signs at the top of Church End on the Brinkley Road.
  4. **Trees –** It was reported that a tree had fallen from the banked owned by SCDC on to fencing, behind the houses on Horseshoe Lane.
  5. **Policies –** The following policies were reviewed and adopted – Standing Orders (change to 18), new Financial Regulations, GDPR, Risk Management (updated for online banking) **P: Cllr Vidler, S: Cllr Jennings, All in fav.**
  6. **BT Digital Voice –** It was determined to seek advice from Cllr Batchelor about BT Digital Voice.

1. **Risk Assessment/Health and Safety –** The Clerk was asked to find out when the Village Handyman would be attending to remove the fence in the Reading Room car park, and restore the bus shelters. Emergency repairs had been carried out to the tower at the cricket field, by Cllrs Pagonis and Rayner. The cargo net had broken. It had been made safe. The Defibrillator was rescue ready.
2. **Playground –** The Playground Inspection report would be discussed in September. David Bracey was retiring, it was determined that the Clerk would contact local Councils to find out which inspectors they used. It was confirmed that the playground rejuvenation funding had been approved from the Wadlow Windfarm for £10,000. The Rural Prosperity Fund was pending due to Purdah, and the Thalia Grant was also still pending. Tea and Cakes had generously donated £100, and £450 had been raised in donations from Parishioners. All involved were thanked for their support. A WP meeting had taken place, there was a funding gap of approximately £6,500, it was determined to approach local businesses.
3. **Finance –** 
   1. **To Approve payments – P: Cllr Vidler, S: Cllr Garrod, All in fav.** It was determined to approve payments for Simon Ratford, Village Handyman – up to £1000, and sundries required for the MVAS, if they arose before September’s meeting. **P: Cllr Vidler, S: Cllr Jennings.**
   2. **AGAR 23-24 –** It was noted that documents had been submitted to PKF Littlejohn, and placed on the website.
   3. **AGAR 23-24 –** The Internal Audit report was received, the website needed to be updated with a link to the District Council’s site, for the Cllrs register of interests, and it was advised that the Clerk underwent GDPR training.
   4. **Online Banking Update and mandate change –** Cllr Pagonis was chasing this.
   5. **Savings Account –** An Instant Access savings account had been set up, for playground grant funding, it was determined to keep a working capital in the current account, and to transfer much of the balance into the savings account, so it could ear interest.
   6. **Management of online banking –** The Clerk advised that as soon as she and Cllr Vidler were added to the bank mandate for online banking, it would be simpler. Payments would be added by the Clerk for authorisation by 2 of the 3 Cllrs. This was the system used by the other Councils, and it worked well.

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| **Credit Received –** | £ |
| **Wages s/o** | £235.17 |
| **Balance at Lloyds Bank on 29th May 2024** | £50,028.36 |
| **Briggs Gift Account Balance** | £189.13 |

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| **Date** | **Detail** |  | **Amount** | **VAT** |
| D/D | Street lighting |  | £19.97 | £1.84 |
| 24.06.24 | Daines Lowe – ditch works |  | £800 | £160 |
| 24.06.24 | Simon Ratford – grass cutting |  | £375 |  |
| 20.05.24 | Simon Ratford – grass cutting |  | £375 |  |
| 29.05.24 | Elan City – brackets for MVAS |  | £114 |  |
| **Total** |  |  | £1,308.97 |  |
|  | **Total of Outstanding Cheques** |  | £0 |  |

1. **Matters for next Agenda –** Earmarked Reserves, Wadlow Windfarm, West Wickham PC Garden Party, Community Nurse.
2. **Employment -** Under the Public Bodies (Admission to Meetings) Act 1960 and in accordance with 3d pursuant to Standing Order 11, it was resolved that the Public are excluded from any discussion on this item as it concerns employment matters **P: Cllr Vidler, S: Cllr Durham.** A report was received. Actions were approved to support the Clerk, including hiring DM Payroll services for £130 a year.

**Dates of Parish Council meetings in 2024 are: 2nd September, 4th November.**

The Chairman closed the meeting at 9.25pm.

**Signed……………………………………………………………………………….2nd September 2024**

**Cllr R Vidler**