

MINUTES OF MEETING
Great and Little Chishill Parish Council Meeting

Venue: Village Hall
Date: Monday 12th July 2010
Time: 7:30pm

In Attendance

Chairman:	Andrew Gardiner
Parish Councillors:	Cartwright, Scott, Erskine, Brearley, Murgatroyd
Clerk / Proper Officer:	Sarah Scott
Members of the Public:	Janet Crouch, Stuart Farrow, Ken Lawrence, Norman Mardell, Liz Parkes
County Councillor:	Susan van den Ven

Actual Start Time: 7:30

1. Apologies for Absence and Reasons

District Cllr Barrett – Highways Meeting
District Cllr Jose Hales – Melbourn Parish Council Meeting
Cllr Dibblee – Annual leave

2. To Receive Any Declaration of Interests

2.1 Councillors to declare any personal interest in any items on the agenda. There were none declared.

2.2 Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during the public participation. There were none declared.

3. Public Participation

To allow up to 10 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at the meeting. There was no public participation.

4. To Approve Previous Minutes

4.1 The AGM minutes of 5th May 2010 – these were taken as an accurate account of proceedings and duly signed by the Chairman.

4.2 Minutes of the meeting on 8th June 2010 – these were taken as an accurate account of the proceedings and were signed by the Chairman.

5. To Discuss Planning Applications

5.1 Bridgefoot Farm Kennels, application for agricultural dwelling. It was reported that this application had now been withdrawn, possibly because of the question of if the site had agricultural usage. The Clerk had spoken with the planning department and they were also questioning this, as well as if permission had actually been sought for the farm shop. With regard to the feed bin, the planning department had decided that no permission was needed for this.

ACTION

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5.2	Bridgefoot Farm Quarry – the Clerk had attached the response from the planning office to the agenda. Cllr Murgatroyd asked why there was no mention of the ‘crusher’ which was a noise nuisance. The Clerk read out the letter that Cllr Murgatroyd had given her to submit and this did not mention the ‘crusher’ and it was thought that this was a different application. County Councillor van de Ven said that she had received a phone message from Mr Byford in Great Chishill, but he did not leave his number and she was unable to contact him to follow his query up.	
6.	Finance	
6.2	The Clerk gave an overview of the bank account and payments since the last meeting. She handed copies of the budget which showed what had been spent from each reserve and line item. The Clerk reported that the annual Audit by Moore Stephens had been completed and the relevant forms were on the notice boards and on the website.	
6.3	Request for payment and request for Virement The Clerk explained that there was £500 in the skate park reserve and a further £250 for annual maintenance. This left a short fall of £750 to pay for the works that had been done to the skate park. The Clerk requested a virement of £750 from the special maintenance reserve to account for the short fall – this was agreed. The £1,500 that was needed to do up the lock-up could come from the Buildings and Structures Reserve. The Virement consent and request for payment and also the agreement of monies paid since the last meeting was signed by the Chairman and Cllr Brearley.	
6.4	Resolve decision to close Alliance and Leicester Account Following on from the last meeting, the Clerk formally requested that the Alliance and Leicester Account was closed. Cllr Cartwright proposed and Cllr Erskine seconded this.	Clerk
7.	Footpaths The Chairman reported that a conversation had been held with Mrs Bates regarding the work that had been done at Gypsy Corner and the footpath. Mr Bates had secured planings from Uttlesford District Council and he had used them to fill in the holes on the footpath. The Chairman will speak with Mr Preston tomorrow at his meeting with highways to see if we can obtain some planings and then we might get a working party together to fill in the worst areas.	Chairman
8.	Highways	
8.1	The Chairman will discuss the use of local farmers to supplement the council’s winter gritting service. Three local farmers had been approached and they were willing to assist with snow clearing in times of bad weather.	Chairman
8.2	The Clerk had reported that the Little Chishill sign had been erected. She also said that she had asked Lovely View for information relating to the usage of the permissive bridleway near the windmill; she had not yet received this. Another option would be to erect gates near the windmill and the Clerk had obtained a brochure showing the gates and costs. The Chairman to discuss this with Mr Preston tomorrow. The gates started at £50 each and rose to £80 each.	Chairman
8.3	Potholes The clerk had reported 11 potholes on the road leading into Little Chishill, these would be fixed soon. Cllr Cartwright asked about New Road and the Chairman would be raising this tomorrow at his meeting.	

		ACTION
8.4	<p>Water leak – Hall Lane</p> <p>There has been a water leak opposite 17 Hall Lane for well over a year. The Clerk had reported it several times. Cambridge Water came out last week, but need to do some further research as to where the leak is coming from. The Clerk to chase.</p>	Clerk
9.	<p>Windmill</p> <p>The Clerk had emailed John Bartram and he is awaiting for his budgets to be fixed. As soon as he has this he will contact the Clerk to discuss what repairs will be undertaken and when.</p>	
10.	<p>Lock-Up</p> <p>The Clerk is to contact three builders to see if they can re-point the lock-up, replace roof tiles, and make sure it is water-tight. A figure of £1500 has been allocated for this. A further conversation took place as to what should happen to the bier and it was decided to leave it where it is.</p>	Clerk
11.	<p>Residents at Risk</p> <p>Cllr Cartwright said she thought it was agreed at the last meeting that not much more could be done on this as it was not really the Parish Council's remit. However she had been in contact with Sawston Social Services who appear to know who needs care in the village. Cllr van de Ven said that probably due to Data Protection Act they would not release information into the public domain, but she would see what she could find out.</p>	SvdV
12.	<p>Skate park Update</p> <p>Councillor Scott reported that an extra area had been added, he was slightly disappointed that the area was smaller than anticipated, but it could be made to work. Now the hoop needs to be erected and the grind rail removed. Some of the surfaces on the equipment will need to be replaced, but this is up to the Skate Park group to fundraise for. The Clerk to chase Dan Hicks for the handle for the hoop.</p>	Clerk
13.	<p>Children's Play Area</p> <p>The Clerk gave an overview on the current situation, which is to see if Public Liability insurance for this area comes under the PFA; if not the Children's Playground Committee would have to pay for this themselves. They could not become a subcommittee of the Parish Council as this would make things very difficult in so far as the Parish Council would have to take all their funds and put it into the Parish Council bank account, which would in turn cause issues in the annual audit.</p>	
14.	<p>Village Hall</p> <p>Stuart Farrow reported on a meeting the Village Hall Committee had with ACRE. In essence ACRE had suggested that the floor be replaced with the highest specification materials and under floor heating. The reason under floor heating is favourable is that it is a renewable and green solution. The Village Hall Committee are more likely to receive grants if they are supported by Parish Councils and renewable / green solutions are being recommended by those offering grants. He also explained that a reserve of at least £8k needs to be held in reserve, (to allow the hall to keep running if they lose income) and they also have to maintain a provision for unexpected expenditure such as if the heating system breakdown. The Annual Parish Council grant is crucial to the running of the village hall and without it the Village Hall would most probably be broke in four years (like other local Halls). The bank accounts are healthy at the moment but</p>	

there is major capital expenditure forecast. Stuart added that ACRE are going to do an Audit of the Village Hall, in terms of what needs to be undertaken, for instance, double glazing etc. The audit will be shared with the Parish Council and also a formal business plan that will be put in place. The Chairman said he would release the £3,100 grant to the Village Hall (proposed by Cllr Murgatroyd and seconded by Cllr Scott), but there must be a full proposal and schedule of works in place by January 2011. ACRE had also told the Village Hall Committee that any Village Event that makes a profit should pay for the Village Hall and also the Parish Council should really pay for the Hall for their meetings. Stuart thanked the Parish Council for there grant.

ACTION

SF

15. Correspondence

Other than the correspondence that had already been circulated via the agenda and email previously, there was no other correspondence.

16. Matters for Future Consideration

Rabbit Sanctuary – the Clerk had attended the Rabbit Sanctuary Meeting on Sunday 11th July. The parking issues appear to have been overcome at the moment, which is positive. Mr Mardell said there were cars going down at around 7:00 one evening, but the Clerk explained that these were most probably volunteers (as three cars are allowed on site at one time). The issue of the recent bonfires was discussed. The Clerk explained that the local farmer who used to take the commercial waste from the sanctuary is now unwilling to do so (the rabbit sanctuary transported it to the farm). The two local tips had been approached, but there may be a charge for accepting this on a trailer and the other one does not take it. So it was provisionally decided to burn the waste instead. The Clerk had checked with Environmental Health and it was their opinion that this is contravening the guidelines set in place when planning was granted. The waste must be removed from the site weekly and bonfires are strictly forbidden. The Parish Council questioned whether the management was running the sanctuary effectively. The Clerk will liaise with Colin Aylott. The Clerk also explained that access from the field behind Colts Croft to the Sanctuary has now been banned by the new owners of the field. A question was raised as to if the Rabbit Sanctuary was actually a business, as a previous newspaper article had stated that a 'Rabbit Boarding Service' was run there. The Clerk is to make a note of time and dates of any complaints / issues. With regard to the entrance to the field next to Wallers Close, it was reported that Mr Leitch was allowed access there by Mr Tim Harvey. The old entrance is on the land next to the Rabbit Sanctuary and this is where Mr Collings has permission from Mr Tim Harvey to park his vehicles. Mr Harvey visited the village in May.

Clerk

Cllr Erskine had been to a Youth Forum which was to discuss funding for Youth Services in the future. She gave an overview of proceedings and spoke about an instance where the break-out groups voted on one scenario and the chair concluded that another scenario was the most popular. There was concern that the current Youth Club Youth Worker may have his hours cut or funding withdrawn (he costs £4k per year for 2 hours once a week). It was suggested that the Youth Group write to Martin Curtis at Youth Services to promote the case for the Great and Little Chishill Youth Group, using the Fete as evidence and including photos and testimonials from the children. Also to write about the concerns at the way the Youth Forum was run.

Cllr Erskine

Cllr Erskine went on to say that the Fete was successful and raised over £600.00 and that the WI had kindly donated £150. Competition results from the day will be in the next newsletter.

ACTION

Cllr Scott raised some issues about planning and conservation policies. He read an email out from a Parishioner who on enquiring about extending their Grade II listed house, had received a rather rude response, which bore no relevance to planning policies. It concluded in saying that they were not going to allow any alternations / extensions to Grade II listed buildings in the future. The Clerk is to follow this up with Cllr Barrett. Cllr Cartwright also stated that she had been told the they were 'too wealthy' when looking to apply for a grant for rethatching their home. Cllr Scott wondered if a change in personnel alluded to a change in policy.

Clerk

Cllr van de Ven spoke about student transport to Cambridge and will be running a session on this; she will send information to Cllr Erskine for inclusion into the newsletter.

17. Date of next meeting 15th September 2010

There being no other business the Chairman closed the meeting at 21:05.