

MINUTES OF MEETING
Great and Little Chishill Parish Council Meeting

Venue: Village Hall
Date: Tuesday 27th October 2009
Time: 7:30pm

In Attendance

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| Chairman: | Andrew Gardiner |
| Parish Councillors: | Brearley, Cartwright, Erskine, Scott, Dibblee, Murgatroyd |
| Clerk / Proper Officer: | Sarah Scott |
| District Councillor: | Val Barrett |
| Members of the Public: | Mr Mardell, Mr Lawrence, Mr and Mrs Coxall, Mrs Crouch, Mrs Bates, Mr Buckland |

| Actual Start Time: 7:33 | ACTION |
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| <p>1. Apologies for Absence and Reasons District Cllr Guest County Cllr Van den Ven – visiting a sick family member in Holland. At this point the Clerk read out a report submitted by Cllr Van den Ven. The topics were the Transport Innovation Fund, the County Council Education Transport fares anomalies and her forthcoming visit to the Great Chishill Youth Club in November.</p> | |
| <p>2. To Accept Parish Councillors Declaration of Interests (prejudicial or personal) None.</p> | |
| <p>3. Public Participation There were no comments and so normal council business resumed.</p> | |
| <p>4. To Approve Previous Minutes 4.1 Minutes of the meeting from the 14th September 2009 were taken as read, confirmed and signed by the Chairman.</p> | |
| <p>5. Planning Applications 5.1 The Clerk reported that the following two applications had been approved: S/1160/09/F, 24 Barley Road (under Chairman's Delegation) with amendments to the Dorma windows (amendments not yet seen). The Clerk thanked Cllr Barrett for representing the Parish Council at this meeting. S/0866/09/F Whipple Tree Hardwoods – drying shed. 5.2 S/1319/09/F 5,6,7 North Hall Farm, the Parish Council had recommended approval with the proviso that monitoring of the holiday lets was undertaken to ensure that residential renting did not occur. The Chairman requested that Cllr Barrett emphasise this point to SCDC Planning Department.</p> | District Cllr Barrett |

6. Finance

ACTION

- 6.1 The Clerk directed the Council to item 6.4 of the agenda. The new deposit account and electronic banking facility had been opened. She suggested that she should now produce a mandate to authorise the electronic payment of bills to be signed by two members of the Parish Council. After a question from Cllr Dibblee regarding the security of this form of banking, the Clerk also explained that the use of Electronic Banking is becoming popular with Parish Councils and our accounts also have the added security of not using passwords, but a secure ID or Pin Sentry to access the accounts. It was proposed by Cllr Murgatroyd and seconded by Cllr Cartwright and unanimously approved that this procedure be put in place. The Clerk then asked for two signatures on a mandate to allow the following payments:
Berforts Newsletter - £45.65, Clerks Salary - £362.30, Clerks Expenses - £108.98 E-ON - £8.46.
The Clerk requested permission to transfer £10,000 from the current account to the new deposit account – this was agreed.
Cllr Brearley enquired on the interest rate, the Clerk said that she would double check, but thought it was 1%.
The Clerk then guided the Parish Council to the attachments on the Agenda relating to the Income and Expenditure of the bank accounts and the forecast for the remaining of the year.
The Chairman then asked the Parish Council to look at the prepared budget / forecast for 2010/2011 in readiness for the next meeting where the precept would be discussed.
- 6.2 Skate Park Update – Cllr Scott explained that the Youth Group need to be engaged to fund raise and assist with this project. Cllr Scott has been to visit the youth group and whilst they are happy to assist with the project, they are not keen to take ownership of the facility. Someone / group will need to take on responsibility for the area. If the Parish Council did so, it would set a precedent as the Children’s Play Area is managed by a committee who fundraise to maintain it. As a ballpark it will take around £1.5k to amend the area. Cllr Dibblee stated the Youth Group fully intend to raise funds. Cllr Scott was asked about timescales and he hope that the work might be completed in November / December. The question of Public Liability Insurance was raised, it was agreed that a meeting be arranged to discuss this. Those to be invited are the Football Club, the PFA, the Cricket Club, the Village Hall Committee, the Children’s Playground Committee and the Youth Group. It was suggested that it be researched how other Parish Councils tackle this issue, although it was pointed out that as the Parish Council does not own the land we are slightly different. District Councillor Barrett offered to find out what happens in Melbourn. This is to be an agenda item for the next meeting.
- 6.2 Grit bins – the Clerk had ascertained that if the Parish were to purchase bins for Little Chishill and Maltings Lane, the Highways Gritting Team would stock them but the public would have to spread the grit. Highways would have the final say as to where the bins would be placed. After some discussion it was suggested that a piece goes into the newsletter requesting areas that warrant this facility. The Parish agreed make provision to allow for up to four bins at a cost of £769.12 (incl VAT). These bins are the ones recommended by Highways.
- Clerk
- ALL
- Clerk
- Clerk
- Cllr Erskine / Clerk

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| 6. | Finance Continued | |
| 6.3 | The Clerk reported that she had been obtaining quotations for verge cutting for next year and is awaiting one other for consideration at the next meeting. | |
| 6.4 | Retired Clerks tea party – The Chairman reiterated that any party could not come out of the Precept but the Councillors would be happy to fund one. Mr Buckland suggested that Mrs Buckland might like a Donation to Help for Heroes from the Councillors instead of a party. The Chairman would liaise with Mrs Buckland. | Chairman |
| 7. | Trees | |
| 7.1 | Cllr Scott commented that many trees in the Parish were sick and some may not recover. He requested that consideration was given to this when preparing next year's budget. Cllr Murgatroyd asked about the process for getting trees examined to which Cllr Scott explained. | |
| 7.2 | Tree Warden Activity – Cllr Scott explained the role of the tree warden. He gave an overview of a meeting he had recently attended with a presentation by the Tree Council. The Tree Warden Scheme is to be kick-started in the new year with a training programme (½ hour sessions on a Saturday morning at Cambourne). This information is to be added into the newsletter. The Parish Council currently has a number of trees on order from the South Cambs Tree Officer (Roz Richardson). It was also discussed if the Korean Fir (when it arrives) could be lit up at Christmas from the electricity in the bus shelter. | Cllr Erskine |
| 7.3 | Chalk pit – Cllr Scott had spoken to the new tenant at Lychetts Farm. He is not adverse to the idea of making the Chalk Pit a wild life haven (as discussed in previous meetings). Charlie Shickell is currently undertaking his Duke of Edinburgh awards and needs to take on a community project. Cllr Scott suggested that he could carry out an audit of the trees in the Chalk pit liaising with the Tree Council, English Nature etc. This was deemed a good idea and Cllr Dibblee thanked Cllr Scott for his work. | Cllr Scott |
| 8. | Website | |
| | The Clerk reported that Phil Maynard had offered to update the village website. It was proposed by Cllr Brearley and seconded by Cllr Erskine and unanimously approved that the council accepts his kind offer. Cllr Brearley and the Clerk to liaise with Mr Maynard over content and administration. Cllr Cartwright queried why we are paying Bob Hatt. The Clerk explained this for hosting of the site – this should be transferred to the Parish Council for good practice. | Cllr Brearley and Clerk Clerk |
| 9. | Walled Close parking | |
| | A meeting is taking place with Mr Rutland on 3 rd November. | |
| 10. | Chalky Walk and Footpaths | |
| | The Clerk reported that after a meeting with Mr and Mrs Brand (our designated footpath monitors) it was decided to approach Kate Day from the Council to arrange a meeting. The Clerk is still chasing this having not heard from Ms Day. | Clerk |
| 11. | Highways | |
| 11.1 | Horse warning signs – the Chairman gave an overview of activity and suggested another solution would be to move the 30mph sign to next to the Great Chishill sign by the windmill. After discussion it was decided that this was a positive idea to be progressed. The Clerk to check the boundaries of the village envelope. | Clerk |

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| 11. | Highways (Continued) | |
| 11.2 | Village signs – the Clerk reported that they had all been erected. New Road signs will need doing at some stage and this is on the list for next year. It would cost around £80 each for the Parish Council to pay for them. Cllr Dibblee enquired about the May Street sign and remaining posts. The Clerk would follow this up. Little Chishill Village Sign – the Clerk had been in contact with Highways and they had asked if there ever was a sign. Mrs Bates reported that her husband does recall a sign which was on the corner of the by the notice board and the entrance to Chalky Walk. Clerk to inform highways. | Clerk |
| 11.3 | The Clerk reported that all the verge cutting was now completed. | Clerk |
| 11.4 | White lines and pot holes – the Clerk reported that this was now complete. Cllr Cartwright mentioned that it seemed a waste of resources to come out and do small pieces of white lining. Cllr Scott suggested that this use of resources was taken up with County Cllr Van de Ven. | Clerk |
| 12. | Windmill | |
| | The Clerk reported on the status of the repairs to the Windmill and explained that the contractors had been out but had not been able to gain access. The Clerk now has the windmill key and the contractors will contact her. It was suggested and agreed that a duplicate key was cut for the Clerk to hold. A discussion took place about the windmill and the length of time the repairs are taking and the Clerk will write to the Conservation Department about this issue. | Clerk Clerk |
| 13. | Speedwatch | |
| | Cllr Scott gave an overview of the activity to date. There are now 6/7 volunteers and 40% travel over 33mph and 21% over 37mph. Cllr Scott attended the Police Panel Meeting and asked if the Speeding Van could be deployed more frequently in the village. It was recognised that there had been a reduction of speeding vehicles. Cllr Scott thanked the volunteers. A general discussion on deterrents followed. | |
| 14. | Quality Parish Status | |
| | The Clerk informed the council that she had spoken with the Clerk of Meldreth Parish Council and Diane Bayliss would contact the Clerk to explain / discuss in further detail if this would be beneficial. It was suggested that a list was compiled of the top five issues for our Parish Council and then see if having Quality Status would assist in these issues. | Clerk |
| 15. | Correspondence | |
| 15.1 | Letter re broadband from Andrew Lansley – the Clerk had responded to this. | |
| 15.2 | Invitation to Voluntary Sector Fayre – the Council were made aware of this. | |
| 15.3 | The Clerk had received a letter from the Stop Stansted Campaign requesting money to assist with the campaign. After discussion it was decided to remain neutral on this and so no money would be donated. Clerk to respond. | Clerk |
| 16. | Matters For Future Consideration | |
| 16.1 | Adopting the telephone box – a discussion took place and this will be an agenda item for the next meeting although it was generally thought the Council should take no action. | Clerk |

| 16. Matters For Future Consideration (Continued) | | ACTION |
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| 16.2 | A discussion took place regarding the state of the bus shelter. It was suggested that the Youth Group whilst supervised cleaned it for the Village. Cllr Dibblee to attend the next Youth Group meeting to discuss this with the youth worker Dan and also Fred Smith. Cllr Dibblee handed over copies of the Youth Group accounts to the Clerk for her files. | Cllr Dibblee |
| 16.3 | Senior Citizens Tea Party – Mrs Crouch thanked the Parish Council for the donation and reported that the party was a success. | |
| 16.4 | Rabbit Sanctuary – Mr Lawrence reported that there appears to be a rat problem and also bonfires from the Sanctuary are an issue. He asked if the Council was for or against the Sanctuary and advised all members of the Parish Council to go and have a look at it. This is to be an agenda item for the next meeting. Cllr Barrett said that it is being monitored. | All |
| 16.5 | Cllr Dibblee advised the Parish Council that the Youth Group is running a Red Cross babysitting course for girls aged 14+ on Mondays 7-9pm in the Pavilion. | |
| 16.6 | Cllr Dibblee mentioned that it will be 10 years since the Millennium Celebrations and production of the Red Book. She asked if consideration could be made to create a Community Award Scheme. It was felt that this was a good idea and this will be an agenda item at the next meeting. | Clerk |
| 16.7 | Cllr Murgatroyd informed the Council that he needs to follow up with the Land Registry the issue of ownership of the Plaistow and the lock-up. The Clerk to ask CPALC about this and report back at the next meeting. | Clerk |

There being no other business the meeting closed at 21.27.

Next meeting dates: .Wednesday 25th November 7:30pm, Great and Little Chishill Village Hall.
Thursday 17th December 7:30pm, Great and Little Chishill Village Hall.