9 Bramley Grove Bluntisham Cambridgeshire PE28 3XG

Tel: 01487 842677 Mob: 07725 308115 Email: pidleycumfenton@gmail.com

Minutes of the Pidley-cum-Fenton Parish Council Meeting Wednesday 16th May 2018 at 7.30pm in The Village Hall, Pidley

Present: Chairman Mr David Hopkins, Mr Robert Johnson, Ms Charlie Lowe, Mrs Christine Paynter, Mr Tim Ward, Mrs Tracey Davidson (clerk)

	Paynter, Mr 1 im Ward, Mrs 11acey Davidson (et al.)	
	Also present: 10 x members of the public & Cllr Tavener	
N A	Open forum If David Hopkins welcomed all to the meeting and advised of how the meeting is to be held. If member of the public advised that the planning application 18/00867/FUL has not been applied to the meeting and no neighbour letters had been received to date. He went	
C	onto advise he had no concerns with the proposal once Mr David Hopkins explained the	
S F f f f f f f f f f f f f f f f f f f	Especiang on the High Street continues to be a problem and a member of the public is keen to bursue the possibility of a zebra crossing at the bus stops. Questions around extending the cotpaths from the outskirts of the village were discussed and Mr David Hopkins suggested butting all ideas together at the APM. A question around the planning application for Warboys treatment works was raised and Cllr Tavener advised the application had been put on hold for the time being. She will share details from the Landfill Action group with the clerk. See <i>appendix 1</i> for details. The directional sign along the High Street is too low and a member of the public walked into it recently. The clerk has reported this to CCC Highways and it will be raised once the hedge is cut back so the sign can be read.	
	Thanks from the Chairman to the community plan team who helped with the recent village tidy up.	
	1 - 4 7 50mm	
13	Election of Chairman – Mr David Hopkins proposed Ms Charlie Lowe who accepted the proposal. This was seconded by Mr Tim Ward. (Proposed Mr David Hopkins, seconded Mr	
1.4	Tim Ward. All agreed.) Chairman to sign Declaration of Acceptance of Office – Mrs Charlie Lowe signed the acceptance of office and then took the chair for the remainder of the meeting.	
15	Election of Vice Chairman – Mr David Hopkins proposed Mr Tim Ward to be the Vice	
	Davidson to be the RFO for the year. (Proposed Ms Charlie Lowe, seconded Mr David	
	Confirmation of Internal Auditor for FY2018/19 – it was agreed to use MJ Williamson for the coming years internal audit. (Proposed Ms Charlie Lowe, seconded Mr David Hopkins.	
18	Adoption of Code of Conduct – this item was deferred until the next meeting due to the	
19	Adoption of Standing Orders – the standing orders were formally adopted. (Proposed Mr. D. wild Hanking regended Mr. Tim Ward All agreed.)	
20	Adoption of Financial Regulations – the financial regulations were formally adopted.	
21	(Proposed Mr David Hopkins, seconded Mr Tim Ward. All agreed.) Adoption of Financial Risk Assessment – the financial risk assessment was formally	
	adopted. (Proposed Mr David Hopkins, seconded Mr Tim Ward. All agreed.) Adoption of Risk Management Policy – the policy was formally adopted. (Proposed Mr	

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	David Hopkins, seconded Mr Tim Ward. All agreed.)	
2	Adoption of Model Publication Scheme - the scheme was formarly adopted.	
~ 1	of Complaints Procedure - the complaints procedure was formany	
25	. CE -1 Opportunities Policy - the edual opportunities poncy was re-	
- 1	111 D. J. Honking speedinged Mr I IIII Wald. All agreed.	
	Adoption of Information Protection Policy – this new policy was formally adopted	
	(Proposed Mr David Hopkins, seconded Mr Tim Ward. The agreed Adoption of Information Security Incident Policy – the clerk advised this new policy was to Adoption of Information Security Incident Policy – the clerk advised this new policy was to	
	Adoption of Information Security Incident Follow the electron of Information Security Incident Follow the electron of the GDPR (Proposed Mr David Hopkins, seconded Mr Timbe implemented as a result of the GDPR (Proposed Mr David Hopkins, seconded Mr Timbe implemented as a result of the GDPR (Proposed Mr David Hopkins, seconded Mr Timbe implemented as a result of the GDPR (Proposed Mr David Hopkins).	
	be implemented as a result of the GDFR (170posed in David Troposed	
	Ward. All agreed.) (Proposed Mr	
28	Adoption of Grievance Procedure – the grievance policy was re-adopted. (Proposed Mr	
29	Members to sign new Register of Members Interests – all members signed the no changes	
30	Councillors to sign Declarations of acceptance of Office – all members signed their	
50	declaration of acceptance of office.	ting the
E	declaration of acceptance of office. d of Annual Meeting of the Parish Council. May meeting continues for the purpose of transactions.	ting the
C.II	awing husiness:	
1011	Declarations of interest for items on the agenda – None	
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32	1 discountition welcomed I fillist Ciliwity office the committee	
	formally accepted her. (Proposed Ms Charite Lowe, seconded in Times and Signed by the Minutes of the Parish Council Meeting 11th April 2018 to be approved and signed by the Minutes of the Parish Council Meeting 11th April 2018 to be approved and signed by the	
34	Minutes of the Parish Council Meeting 11 April 2010 to be approved Mrs Chairman – the Chair signed the minutes. (Proposed Mrs Christine Paynter, seconded Mr	
	Chairman – the Chair signed the minutes. (Proposed Mrs Christine 1 symbol)	
	Robert Johnson. All agreed.)	
3	Matters arising from previous minutes – None. Classification of the Half Toward advised that HDC were	
3		
	6 County Council & District Council reports – Clif 311 Tavener advised sharing their first full committee meeting since the election on the 23 rd May, nothing to report	
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3	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	statement which can be viewed on the website. (Proposed Mr David Hopkins, seconded Mr	
	Tim Ward. All agreed.) 8 Annual Return FY2017/18 – approve accounts & sign account statement – the clerk went	
3	through the accounts in detail and no questions were raised. The Chair signed the account	
	through the accounts in detail and no questions were raised. The characteristic form of the website and the detail and no questions were raised. The characteristic form of the website and th	
	statement which can be viewed on the website. (Troposed in Santa	
	Tim Ward. All agreed.)	
3	FY2017/18 Accounts to end April 2018 – the clerk shared the accounts electronically for	
	April.	
	April income - £11928.44	
	April expenditure - £385.65	
	(Proposed Mr Tim Ward, seconded Ms Charlie Lowe. All agreed.)	
-	10 Accounts for payment for April payments - Ms Charlie Lowe & Mr Tilli Ward signed the	
	cheques Full detail of all cheques signed can be found as appendix 2.	
	D IN Charlie Laws seconded Mr Tim Ward All agreed.)	
	41 Insurance 2018/19 – the clerk shared the quotes received for the PC insurance for the coming	
	year starting from 1st June 2018.	
	Zurich - £446.15 LTA(3yrs) £425.34	
	Norris & Fisher - £297.37 LTA(3yrs) £297.37	
	Norris & Fisher - 127 57 ETA (3yrs) +364 95	
	Cane & Company - £381.53 LTA (3yrs) £364.95 Page 2 of 5. Signed Chairman Date 20/6//8	
	001/1/6	

Play park – the ROSPA report had not been received ahead of this meeting, however, being all the later obtaining quotes for the repairs needed.	Clerk		
• Play park – the ROSPA report had not occurred to the repairs needed. it has since been shared and the clerk is obtaining quotes for the repairs needed.	CICIK		
 Village Maintenance CCTV - phase 2 update – the clerk advised that the work had been completed and the invoice received. The retrieval of the historic data for the Fen Road camera is not able to be obtained remotely due to the poor wifi. A quote to install a booster to improve this is £257.00 + VAT. A discussion around waiting until fibre is installed or to install the booster was had. It was agreed to install the booster. (Proposed Ms Charlie Lowe, seconded Mr David Hopkins. All agreed.) SID - share results – no new data was available at the meeting. The SID is currently at the High Street and will remain for a further 2 weeks. LHI Update on costs – the clerk was asked to obtain the breakdown for the Fenton LHI proposal so the PC can decide on what improvements they wish to make. Village gates - £3800 30mph signs - £1200 	Clerk		
20h roundel on carriageway - £350			
Traffic management to install all of the above - 2500			
Design and management fees - £600			
Risk contingency - £645			
Total - £7095. It was agreed to discuss this further at the annual meeting.			
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the contract and proposed improvements. The cicik is to write to device			
1 1 - Learned correction of the contraction of the			
 CAPALC – the clerk shared correspondence received as a membership costs. All agreed to continue with LCPAS for the coming year. Community Road Watch – report – the clerk shared the report and it was discussed 			
• Community Road Water - report - the clerk shared the report that a joint meeting with Warboy's PC to try and reduce the speed travelling from	Clerk		
Warboy's into Fenton and vice versa.			
Clerks & Councils Direct – the clerk shared the monthly newsletter			
Any other business – Mr Robert Johnson asked if the desks could be made into a square for the meeting so he can hear. A member of the public asked if a hearing loop was available and the clerk is to ask if	Clerk		
hear. A member of the public asked if a hearing loop was available to the village hall have this facility. Ms Charlie Lowe advised there is a lot of mosquitos around the stream by Capricorn House. A further discussion around clearing of parish ditches took place. Mr David Hopkins advised	1		
A Bothwell Plant Hire - £1380 + VAT based on £150 + VAT per 20 tonne load			
Mrs Christine Paynter asked when the ACRE report would be available to share. The clerk has shared it with the PC and had been advised that Cambs ACRE wanted to present it at a P meeting before publishing. Post meeting note: The clerk has had confirmation that Camb ACRE will attend the PC meeting on 20th June to discuss the report and this can now be			
obtained on the website. O RESOLVE to exclude the press and the public in accordance with the Public Bodies (Admiss			
Meetings) Act 1960 in respect of the following items			
48 NJC Salary Changes & Clerks salary - the clerk left the meeting at this point and no notes	3		
were made. Meeting closed 9 30pm Next meeting: 20 th June 2018			

Date 20/6/18

BHIB Insurance - £391.17 LTA(3yrs) 5% discount It was agreed to use Norris & Fisher and to go for the 3 year option. (Proposed Ms Charlie Lowe, seconded Mr David Hopkins. All agreed.) 42 Data Protection Update – the clerk went through the updates and advised that although the regulations have now excluded parish councils from having to appoint a DPO, the PC has to adopt the regulation. Pidley PC have already appointed the clerk as the DPO for the CCTV and will continue to support the clerk with these regulations. The clerk advised she is working through the archive documents to produce a spreadsheet of all documents retained, although they are all in her office and not in a public open space. Emails have been deleted from contact groups and minutes will no longer refer to members of the public by name as per the regulations. 43 Planning: 18/00205/CLED - certificate of lawful development - the dwelling constructed outside the red line boundary in 1991 - Stroud Hill House, Fen Road, Pidley PE28 3DE. Following a discussion on this application it was voted to APPROVE the permission. (Proposed Mr David Hopkins, seconded Ms Charlie Lowe. All agreed.) 18/00867/FUL - demolition of existing Dutch barn structures and the erection of a new showroom, workshops & offices. Pond Farm, Oldhurst Road, Pidley PE28 3BY. Following a discussion on this application it was voted to APPROVE the permission. (Proposed Mr David Hopkins, seconded Mr Tim Ward. All agreed.) CIL Payment - PLU-624081 options for spending. The clerk advised of the income received this year and a discussion around what to spend the money on was had. It was agreed to ask the members of the public at the annual meeting to put a long term plan in place for village improvements. To date suggestions include: dredge pond, new hedging along Warboys Road, tree felling. Mrs Christine Paynter questioned where the drainage for the new houses at South View would be going. It was confirmed they would be on mains drainage but the pot only has one dwelling attached. Anglian Water confirm that 4 dwellings can be attached to each pot. 44 Community Updates: Community Plan - thanks to all those who helped with the village tidy up and 95% of all jobs have been completed. Some great community spirit helping keep the village clean and tidy. Items to note following the clean up: Bench outside Mad Cat is potentially dangerous as the legs have been sawn. A suggestion to relocate the bench if it is removed for repairs was mentioned. The PC advised that the bench had been in this location for a number of years and felt it didn't require moving. Trees at the top of Warboy's Road which are dead and require felling. Also one covering the street light. Can a quote for the work be obtained. Washing of road signs has highlighted some which are damaged. The clerk asked for a list to then make requests to CCC for replacements. Bollards are not replaced by CCC David Hopkins though. Mr David Hopkins offered to get a quote for replacement bollards. Can the duck pond be dredged? The duck house and bench have been repainted. Brick pillar around the Pidley sign by the pond. Is it possible for this work to be carried out. Mr David Hopkins advised that a day's rate is £140. If the PC feel this is money well spent to brick the sign then he can make the arrangements for the work. It was agreed that these items will be discussed and prioritised at a future PC meeting.

The footpaths are becoming overgrown again and Cllr Tavener advised that HDC carry

schedule is to cut these areas. Post meeting note: CCC have advised that HDC do not

out all maintenance for CCC. The clerk is to check this and advise of when the

undertake all their maintenance work and are currently trying to outsource to

Clave Date 20/6/18

Clerk

another company. No dates of works as yet.

Dates of Future Parish Council Meetings -2018

	11 th July	2018
Wednesday	8 th August	2018
Wednesday		2018
Wednesday	12 th September	2018
Wednesday	10 th October	
Wednesday	14 th November	2018
Wednesday	12 th December	2018

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