|  |  |  |
| --- | --- | --- |
|  | **Minutes of the Parish Council meeting held on Wednesday 28th September 2016 at Horningsea Village Hall** | Action |
|  | **Present**: Margaret Starkie, Michael Gingell, Jessica Kitt, Robert Balm, Andy Neely |  |
|  | **Open Forum:**  **Twelve residents were present, all of whom attended for item 76 and were asked to speak at the beginning of that discussion**  Church Treasurer Andy Clarke reported on progress regarding the self-seeded trees growing outside church wall in St Johns Lane following notification from a resident. Acacia Tree Surgery advised that the trees are an obstruction and CCC Highways are responsible for maintenance. Cllr Williams to investigate and Chair to report to Highways portal  A member of the public mentioned that the bench at the top of Priory Road has been moved and asked the reason why. The bench has recently been repaired but no reason was known for it being moved. PC members will look into this.  Buses were discussed as on occasion recently the bus service has not been running. Cllr Williams stated that Whippet who run the service have had a shortage of drivers. PC will contact Whippet or CCC for information. *(post meeting note: CCC has now contacted Cllr Starkie apologizing. Whippet are being fined for not supplying subsidized service. Service has improved in the last few days)* |  |
| 69/16-17 | **Apologies** were received from Cllr. Tessa Pleasants, Cllr Andy Greed and Hayley Livermore, Clerk. The meeting was declared quorate. |  |
| 70/16-17 | **Declarations of disclosable pecuniary & other interests – None** |  |
| 71/16-17 | **To approve the minutes of the meeting 27th July 16**  The minutes were agreed by members and signed by the chairman. |  |
| 72/16-17 | **Matters arising from the minutes of 27th July 16**  None |  |
| 73/16-17 | **Planning application S/2284/16/FL The Thatch, 3 Dock Lane, Horningsea. Erection of a Single Garage**  The planning application was discussed with no objections. PC approve the application, proposed by AN, seconded by RB. | To SCDC |
| 74/16-17 | **District Councillors Report**  SCDC has not yet heard from Boundary Commission.  Cllr Turner will not be able to attend next meeting as will be chairing SCDC/PC Liaison meeting. |  |
| 75/16-17 | **County Councillors Report**  Decision from the Boundary commission (Horningsea and part of Fen Ditton have been placed in Waterbeach division) is going to the Houses of Parliament for ratification.  From Monday 3rd September Cambridge can start charging for road works that are overrunning. Contractors will need to have a permit that states start and finish time. If roadworks finish late there will be a fine and permits will need to be displayed.  The consultation for the congestion proposals for City deal finishes on 10th October. |  |
| 76/16-17 | **LHI bid for speed reducing measures**  The current situation was explained by the chair. The only measure open to Horningsea is a mobile vehicle activated sign for which the highways department would install the posts. Sign flashes either red for speeding or green for within the speed limit. This would need volunteers to move the sign etc. and this will go on PC insurance.  A data update from speed watch was given. Between 2 and 12% of vehicles have been monitored at or exceeding 30mph, with a top speed of 53mph.  The lower percentage of speed violations come at times when there is a lot of traffic. All members of the public agreed that speeding is a problem in the village and traffic will increase further when the Waterbeach development begins. JK stated that the ‘ACPRO speed enforcement policy guidelines’ say that a more proactive approach is best. First of all make sure the speed limits are clear and secondly make the road feel like it is of that speed as people do not realise that they are driving through a village.  MG felt that a pinch point was the most effective speed measure and was used in similar villages to Horningsea. Cllr Williams stated that regulations regarding these have changed.  There is a possibility that with the cycle path in Fen Ditton and the city deal, the road from the A14 may be reduced from 60 to 50mph.  It was agreed to look into speed stickers for wheelie bins and raise more awareness.  AN asked about the maintenance costs of the VAS. Agreed that this needs investigating. Cllr Williams stated that the new VAS are efficient and reliable and are of low maintenance and have a ten year guarantee.  It was agreed to bid to the LHI for one mobile VAS system. Proposed by JK, seconded by RB. |  |
| 77/16-17 | **Refurbishment of village sign**  The village sign looks in need of repainting and some work on the post. Deferred until the next meeting whilst assessment on sign is done and costs established. | PC to assess sign and obtain quotes |
| 78/16-17 | **Update on Highways gate at southern entrance and consideration of options on visibility splays**  The police have identified the driver and left a telephone message. Since then MS has tried to get in contact with the police regarding this and has had no response.  It has been established that the gate was a result of the LHI bid some 15 years ago and it was not made clear at the time that the PC would need to maintain it and therefore it was not insured. It was agreed to investigate repairing the gate with PC funds. MG will obtain quote. Upper limit of £750 agreed, proposed by RB seconded by JK.  Matthew Asplin discussed the planning application for an extra entrance to The Bungalow. This has been approved. However, the visibility splay from the new entrance will need to be considered. There are several options and highways have said that this would be best addressed when a construction company comes to put in the entrance. Matthew is keen that the village sign does not encroach on the visibility splay when it is being reinstated. PC will work with Matthew to come to a solution. | PC to obtain quote for replacement gate |
| 79/16-17 | **Additional grass cutting during October 16**  12 grass cuts as per our contract have been completed. It was agreed to organize one more cut for all areas of the village in early October and then monitor the grass as to whether another cut is needed. | Clerk to organize additional cut |
| 80/16-17 | **Clerk assessment of homeworking conditions and proposal to purchase office chair**  Circulated before the meeting. Office chair needs replacing. Upper budget for chair agreed at £150, proposed by AN Seconded by JK. |  |
| 81/16-17 | **Cambridge City Deal Peak Time Congestion Exhibition report**  Report circulated before the meeting and appended to these minutes  Consultation available online. MS will add to Horningsea Herald  Resident are encouraged to complete the consultation |  |
| 82/16-17 | **Devolution seminar report**  Report circulated before the meeting and appended to these minutes |  |
| 83/16-17 | **Asset register**  Asset register had not been circulated. Reviewed asset register will  be circulated after the meeting, comments and any additions asked from members | Clerk to circulate asset register |
| 84/16-17 | **List of assets for insurance purposes**  List will be circulated after the meeting, comments and any additions asked from members.  Assets of HVHT, HMGT and HRA needed for insurance. | Clerk to contact chairs of HRA and Trusts |
| 85/16-17 | **Councillor Training**  November training has been postponed. Members find it hard to attend 3 evening sessions. Possibility of rescheduling for February 17 if any other councils can join and share the cost |  |
| 86/16-17 | **Finance**   1. Payments since last meeting 2. Paul Kemp- Fence and notice board repairs- £900.00-617 3. H Livermore- Salary- £85.23-618 4. The following payments were approved 5. CGM- £364.80-619 6. CGM- £182.40-621 7. CGM- £88.80-620 8. M Starkie- Reimbursement of clerk laptop and travel expenses-£576.00- 625 9. Marc Ridyard- Reimbursement for paint for highway gates- £30.18-626 10. Michael Hellowell- Reimbursement for paint for cemetery gates- £35.54-623 11. PKF Littlejohn external audit- £120.00-622 12. H Livermore Salary- £85.23- 624 13. Budget update-16-17   Budget update given. Spending is in line with budget.   1. Bank reconciliation   Circulated before the meeting. As of 9/8/16 the PC has £25094 across its 2 accounts.  St Peters Church have asked for a grant from PC to update disabled access to the church. PC have asked for more information on the requirement |  |
| 87/16-17 | **Clerks report**    Annual return has been returned from auditors. This involved more work than usual as we were randomly selected for intermediate level procedures which involved providing a lot more information.  Rebecca Britton has been in contact who is the main contact for the re-development of the Barracks and Airfield at Waterbeach. She has been given the dates of the PC meetings and will hopefully attend. (AN suggested we send her a specific invitation to next meeting so that it can be notified to residents)  Winter health packs have been ordered and will be given to members of Silver circle and anybody else that may benefit.  Michael Hellowell has kindly offered to paint the cemetery gates and the highways gates were painted by Marc Ridyard and Rowan Kitt.  Fencing around Millennium Green and noticeboard have been repaired. | Clerk to invite Rebecca Britton to November meeting |
| 88/16-17 | **Correspondence**   1. SCDC-Grants for young people 2. SCDC- Planning application S/1944/16/NM Non material amendment to planning consent S/3027/14/FL The Thatch 3 Dock Lane, Horningsea, Cambridgeshire- **Information only** 3. Flood awareness questionnaire 4. Electoral boundaries review 5. Cambridgeshire Parish Council Conference 18 November 16 | Noted  Noted  Completed  Noted  Noted |
| 89/16-17 | **To Accept notices & Matters for the next Agenda**  Meeting closed at 21:14pm |  |

**Appendix**

**Item 1. Report on South East Parishes South Cambs Patch Meeting 21 Sept. 2016**

**Devolution Cllr Topping – Leader SCDC**

Objective of meeting - To decide the best way for PCs to understand what devolution can include; including future versions of devolution deals, and how best to consult .

Good response to recent public consultation. All councils will vote end October 2016. Because of our strong and growing economy, part of the deal is to provide £100million for affordable housing for key workers with corresponding infrastructure. If councils vote for it discussion will continue with central government resulting in more funding, healthcare improvements, social care. Devolution 1 is not the end of discussion.

Possible impact on local businesses taxation to support mayor’s salary and office costs but has to be agreed by businesses. Concern was expressed on whether this consultation would include small businesses and not just the giants such as AZ.

Civil service in Whitehall is shrinking so need for more joint working through local authorities giving them more powers. Representatives from all councils involved with a direct elections for mayor. The counties involved have similar economies. Possibility of including other areas which feed into Cambridge economy eg Genome centre.

Concern was expressed that Infrastructure and subsidiarity at Parish level was not part of conversations; there is need for funding.

Power of veto in combined authority as there had been concern that Mayor hwould have lots of authority. Current model is now a collaborative approach.

**Developing community hubs - Christine May, CCC**

CCC has had to save 186 million over last 5 years; further 100m to be saved over next 5 years. This has necessitated different ways of working.

Hibs would mobilise people tp play a greater part in community. Focus on strengths & assets. CCC would be facilitator rather than provider to deliver more integrated services.

A community hub would be a focal point, bringing public services, voluntary sector and local people together providing easy access to early advice and support to prevent problems escalating - high quality and cost-effective.

Hub provide info and advice, preventative and targeted activities, brokering support from community networking and partnership working.

Hub based in a building already well used, e.g. libraries, village halls and would have activity space, cafe, confidential session areas and hot desks for local and visiting staff. Might provide outreach sessions for smaller villages

Modelling hub locations - 32 libraries in county 40 children's centres

8 locations for 15000 people would reach 54%

Hubs would rely on volunteers. There was concern that they would provide lots of advice but little action and how ow would volunteers be vetted especially for vulnerable people.

Break out session invited questions and suggestions on setting up hubs and future patch meetings,

Item 2. Re**port on Greater Cambridge City Deal Peak-Time Congestion Exhibition**

This is one of a series of exhibitions held around Cambridgeshire to explain the proposals for tackling congestion in and around Cambridge. Peak-time is defined at 7:00 to 10:00 and 16:00 to 18:30.

The aim of the scheme is to reduce reliance on private transport and make it easier for people to travel by public transport, cycling or walking, reducing traffic levels by 15% compared to today’s levels and maintain this despite expected growth. The proposals include better bus services and expanded use of Park & Ride, better pedestrian & cycling infrastructure, weekday peak-time Congestion Control Points (PCCPs), a workplace parking levy, on-street parking controls, smart technology and travel planning. PCCPs will remove traffic from key bus routes to improve bus reliability and reduce bus journey times in the city. One bus operator has pledged to improve services and consider a new, lower fare zone for people who live just outside Cambridge if congestion is reduced. New P&Rs will be built. Big employers will be charged based on the number of workiplace parking spaces at their premises. The WPL and PCCP will provide an income stream to reinvest in better local transport services. Additional on-street parking controls will be introduced to protect limited space for people who live close by and smart technology will be used to improve travel and movement around the city and expand travel plannng services.

Potential locations of PCCPs will be at Queen’s Road, Grange Road, East oad, Hills Road, Mill Road and Coldham’s Lane. They will use Automatic Number Plate Recognition cameras (ANPR) on either side of the road. At peak times, buses, taxis, cycles and emergency vehicles will be able to pass freely. Vehicles with permitted access would be recorded on a database. All other general traffic would need to find an alternative route or be subject to a fine. PCCPs will be introduced on an experimental basis in Aurtumn 2017. More public consultation will be undertaken before making them permanent.

Residents can express their opinion via a survey at [www.gccitydeal.co.uk/congestion](http://www.gccitydeal.co.uk/congestion); closing date Monday 10 October 2016.