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|  | **Minutes of the Annual Meeting of the Parish Council held on Wednesday 31st May at 7.30pm at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Margaret Starkie (chair), Michael Gingell, Tessa Pleasants, Rob Balm, Andy Greed  The meeting was declared quorate. |  |
|  | **Open Forum:**  Mary Fishpool was present with the award for Village Hero. |  |
| 11/17-18 | **Apologies for absence**  Hayley Livermore- Clerk,  Jessica Kitt  Andy Neely |  |
| 12/17-18 | **Declarations of disclosable pecuniary & other interests**  None declared |  |
| 13/17-18 | **To approve the minutes of the meeting 29th March 17**  The minutes of the meeting of 29th March 2017 were agreed and signed by the chairman. |  |
| 14/17-18 | **Matters arising from the minutes of 29th March meeting**  None |  |
| 15/17-18 | **Election of Chairman**  Margaret Starkie was elected as chair for 17-18. Nominated by MG, seconded by AG and agreed unanimously |  |
| 16/17-18 | **Election of Vice-chairman**  Robert Balm was elected as Vice-chair for 17-18. Nominated by MS, seconded by TP and agreed unanimously |  |
| 17/17-18 | **Appointing of Responsible Financial officer**  The clerk Hayley Livermore was appointed as Responsible Financial officer for 17-18 |  |
| 18/17-18 | **Signing of Acceptance of office forms**  Deferred until next meeting due to absence of the clerk |  |
| 19/17-18 | **District Councillor Report**  Cllr Turner was not present and no report sent |  |
| 20/17-18 | **County Councillor Report**  County Elections 4 May 2017  Firstly, thank you to everyone who supported and voted for me in the County Council elections. I will do my very best to represent all of the residents in Waterbeach Division, which includes Milton, Landbeach, Chittering, Waterbeach, Horningsea and Fen Ditton.  Cambridgeshire County Council  At my first full County Council Meeting the Conservative majority voted to appoint Conservative Chairs and Vice-Chairs to all Council Committees. This was expected but in addition, the Council also voted to approve a number of changes to the Constitution, including:  - removing the process of Decision Review. Under this provision in the past, particularly controversial decisions could be reviewed by the General Purposes Committee.  - removing joint spokes-persons briefings. Previously each political group designated a lead member[spokesperson] for each service committee. These ‘spokes’ were included in the monthly briefing by Officers for Chair and Vice-Chair of each committee, at which they jointly planned the agenda for future meetings. Under this amendment, the Lead Members for each group will be briefed separately. This duplicates work for the officers and puts them at risk of not briefing all parties equally.  - removing oral questions in Full Council. Now oral questions will only be accepted under exceptional circumstances. However, the number of written questions will be increased from thirteen to twenty.  - removing Amendments to Motions without notice. Previously Amendments to Motions could be tabled at a meeting. Now amendments must be submitted by noon one working day before the date of the meeting. This has the effect of reducing the Council’s ability to amend motions in the light of events overnight or on the morning of a council meeting.  - reducing the membership of committees from 13 to 10 and from 11 to 8. Whilst the reduction reflects the smaller number of councillors, by not retaining odd numbers on committees, the influence of the majority is increased because in a split decision, the Chair has two votes.  Whilst retaining formal questions, cumulatively these changes have the effect of reducing opportunities for proposals to be healthily challenged and debated.  A10 Corridor Study  I had a meeting with Jeremy Smith, CCC Head of Transport Infrastructure Policy and Funding and Sarah Hatcher, Project Manager for the A10 Corridor Study. They advised me that the study will only look at the A10 corridor itself and not at any impact on the B1047 or other side roads. I was disappointed to learn that they feel it is unlikely that the Report will be produced before October 2017.  Cambridge North Station  The new station opened on Sunday 21 May. A very useful photographic walk-through was provided by Jenny Payne on Milton News on 22 May.  There are three platforms serving trains operated by Greater Anglia and Great Northern. Initially there will be two GA trains per hour in each direction; one to and from London Liverpool Street and one to and from Norwich.  It is hoped that in 2019 a new direct service from Norwich to Stansted will be introduced, which will stop at Cambridge North Station.  Great Northern trains will stop at the station, with two trains per hour to London King’s Cross, one a stopping train and one a fast train, off peak. The Great Northern services will be on new modern air-conditioned trains, as it introduces an entire replacement fleet on the Cambridge-King’s Lynn Fen Line. The London fast service will be increased at the end of 2018 when longer trains with more capacity are introduced.  The station will have parking for 450 cars and 1,000 bicycles. Buses will link to the Science Park, Milton Road and the City Centre. Details are on these links:  Anna Bradnam |  |
| 21/17-18 | **Review of effectiveness of Internal Audit**  The document circulated before the meeting was reviewed and agreed and signed by the chairman. |  |
| 22/17-18 | **To receive and adopt the Annual Governance statement for 2016-2017**  Each point of The Annual Governance Statement for 16-17 was considered and the Statement adopted and signed by chairman. |  |
| 23/17-18 | **To receive and approve the end of year accounts for 2016-2017**  The accounting statement for 16-17 was agreed and signed by the chairman. |  |
| 24/17-18 | **Councillor Responsibilities**  Councillor responsibilities were reviewed and discussed. These will remain the same. Appointment of a representative to the HVHT will be discussed next meeting. |  |
| 25/17-18 | **Standing order review**  Deferred until the next meeting |  |
| 26/17-18 | **Finance**   1. Payments since last meeting   None   1. The following payments were approved 2. M Starkie- expenses- £84.27 3. Budget update-16-17   Spending is in line with budget   1. Bank reconciliation   Circulated before the meeting. Signed by chair   1. HATS Grant Application- It was agreed that a grant of £125 would be given to Horningsea Adult and Toddlers group to enable the group to continue. |  |
| 27/17-18 | **Clerks report**  None |  |
| 28/17-18 | **Correspondence received**  1)Jane Williams-Waterbeach statement of Common Ground-Noted  2)Landbeach response to Waterbeach S/0559/17/OL- Noted |  |
| 29/17-18 | **Clerk Pay scale 17-18**  Clerk hourly rate has increased slightly as of April 17 in line with recommendations of SLCC and CAPALC. Change agreed. Proposed by MS seconded by RB. |  |
| 30/17-18 | **Village Litter Pick**  It was agreed to defer the village litter pick and cemetery tidy up until the autumn when the grass has been cut. The cemetery is currently in a good condition due to efforts of volunteers |  |
| 31/17-18 | **Park run consultation**  Document was sent out prior to the meeting to all councilors and has been put in the Horningsea Herald. It was agreed that councilors will respond to the consultation individually if they wish. |  |
| 32/17-18 | **To update councilor declarations of interest**  All councilors shall update their Register of Parish members’ pecuniary and other interests and forward to clerk. |  |
| 33/17-18 | **Governance and accountability update**  Governance and accountability document was updated with minor changes by NALC in March 17. Document was noted and adopted by the council. |  |
| 34/17-18 | **To accept notices and matters for the next agenda**  Update on dog bin  Update on deer signs.  A10 study review update  Anna Bradnam – apologies for the next meeting  Councillors acceptance of Office  Maintenance of Bus stop opposite Biggin Abbey  The meeting closed at 20:30pm |  |