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|  | **Minutes of the Parish Council meeting held on Wednesday 26th September 18 at 7.30pm at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Margaret Starkie (chair), Michael Gingell, Tessa Pleasants. The meeting was declared quorate.  District Cllrs. Daunton and Cone  Hayley Livermore |  |
|  | **Open Forum:**  A resident raised the issue that Fen Ditton are to get 2 crossings and Horningsea none. This has come about due to the proposed new cycle path. Horningsea have asked for a crossing as part of S106 funds. |  |
| 63/ 18-19 | **Apologies for absence**  Cllrs. Jessica Kitt, Robert Balm. |  |
| 64/ 18-19 | **Declarations of disclosable pecuniary & other interests**  None |  |
| 65/ 18-19 | **Approval of the minutes of 23rd May 18, 1st August 18 and 22nd August**  Minutes were signed and approved by the chairman |  |
| 66/ 18-19 | **Matters arising from the minutes of 1st August and 22nd August**  MS did put up a notice in the toilets asking parents to supervise children, but this was taken down.  The issue of overhanging trees on Clayhithe Road has been resolved.  Anna Bradnam has met with Vee Saunders about the buses and this is in hand. |  |
| 67/18-19 | **District councillors reports**  Circulated before the meeting. |  |
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| 69/18-19 | **County Councillor report**  Distributed before the meeting |  |
| 69/18-19 | **Inspectors’ Reports for South Cambridgeshire & Cambridge Local Plans**  South Cambridgeshire District Council has adopted the new South Cambridgeshire Local Plan (2018). The new Local Plan now forms part of the development plan against which decisions on planning matters will be taken.  One issue that needs further looking at is that in the local plan it states 8-9000 houses to be built at Waterbeach whereas the 2 planning applications total 11,000. |  |
| 70/18-19 | **Response to amended Outline Planning application S/0559/17/OL Waterbeach Barracks and Airfield Site, Waterbeach, Cambridgeshire**  Response circulated before the meeting. HPC will be objecting on the basis of prematurity and will ask that the Planning Committee defers a decision until the Local Plan modifications have been agreed. To go to SCDC. |  |
| 71/18-19 | **Rose Cottage roofworks**  Rose cottage will erect scaffolding on the old village green whilst work is taking place on the property. Approved by the council. |  |
| 72/18-19 | **Horningsea Churchyard proposal to extend the number of grave spaces**  The proposals are to open an area for nineteen plots where other burials have taken place more than 100 years ago or for the churchyard to become “closed” when those have been used.  If the Churchyard is closed, under the Burial Act 1855, the maintenance and associated costs are likely to fall to the Parish Council (Section 215 LGA 1972). This would mean an increase in Precept and additional work for our Clerk. The PC would take over responsibility for its maintenance and there are other regulations requiring the PC to apply to the Faculty for any work other than routine maintenance.  The wall behind the proposed new plot area is very fragile and needs extensive work for which the PCC is lookking for funding.  It was suggested that a grave digger should be asked for advice on the viability of positioning plots in that area.  More discussion on logistics to follow. |  |
| 73/18-19 | **Councillor vacancy**  Currently 2 vacancies on the council. SCDC have been notified and co-option can take place after 8th October. Prospective candidate to apply formally in writing and attend meeting on 17th October. |  |
| 74/18-19 | **Remembrance Sunday donation and Ringing out for Peace and Beacon Lighting**  Council agreed a donation of £30 to the Royal British Legion for Remembrance day  A beacon lighting ceremony will take place on the Millenium Green at 7pm on the 11th November to mark the centenary of the end of WWI. Refreshments will be available in the hall. Council agreed a £20 donation for refreshments. |  |
| 75/18-19 | **Report on Hearing at CCC of application S/3372/CW WWRF Levitt’s Field, Waterbeach on 17th September 2018**  County Planning Committee turned down the application from Amey for an **Energy from Waste** plant on Waterbeach Waste Management Park.  The application was refused on grounds of harm to the landscape and residential amenity and harm to the heritage asset of Denny Abbey. |  |
| 76/18-19 | Finance   1. No payments have been made since last meeting 2. The following payments were approved 3. Cambs ACRE- £55.50- 743 4. CGM- £364.80- 742 5. HMRC- £6.60-741 6. Hayley Livermore-Expenses-£85.25- 740 7. Bank reconciliation and budget update- As of 19/9/18 there is 35,406 across the 2 accounts. Spending is under budget this year. This is partly down to Grounds maintenance costing less than anticipated and projects such as cats eyes on the cycle path not yet being action. All planned work to be arranged asap. |  |
| 77/18-19 | **Clerk’s Report** – nothing to report |  |
| 78/18-19 | **Correspondence received:**   1. CBWin- commissioning expert landscape consultancy re Waterbeach EfW planning application (S/3372/17/CW) 2. Laney & River Meadow - proposed new gate - Carter Jonas (CJ) and Quy Estates (QE) 3. Consultation on Milton Road, Cambridge | Noted  Noted  Noted |
| 79/18-19 | **Emergency plan**  SCDC have asked that all parishes have a Emergency plan in place. As a parish we already had one and MS has worked on updating this to the new format. A co-ordinator for the plan still needs to be decided on and a few additional details to be finalized. When finalized plan to be sent to insurers. |  |
| 80/18-19 | **Consultation on Waterbeach New Town Supplementary Planning Document – arrangements for response**  MS will draft a response and a meeting will take place on 17th October to discuss |  |
| 81/18-19 | **Discussion with village trusts on Insurance and grounds maintenance**  HMGT and HVHT trustees attended the meeting to discuss insurance and grounds maintenance. After discussion it was finalized that the PC will no longer be paying to insure any HMGT or HVHT assets after December 18, other than public liability for the Millenium Green as it is a village asset.  The hall has been revalued and it was agreed that if the HVHT wishes to increase the insurance value of the hall between now and when the policy ends the trust will pay the extra premium.  Trustees were unhappy with the grass cutting this year as the contractors had been late on several occasions. The clerk explained that the contractors has struggled to cope with this year’s weather, machinery had broken down and there has been staff shortages. The contract ends in November 2019. Cemetery hedges will be cut in October and November by CGM on the inside. It is the responsibility of Quy estates to cut the outside and clerk will chase.  HMGT will submit an application to the PC for funding for pond fencing. Clerk informed trustees that budget for donations to trusts for 2018-19 is £500. |  |
| 82/18-19 | **To accept matters for the next agenda**  Insurance |  |
|  | **The meeting closed at 21.40** |  |