

MINUTES

**The Parish Council Meeting of Stow Longa was held on Wednesday 18 January 2017 at 8.00pm
in St. Botolph's Church**

Present Cllrs Michael G. Hayes (Chairman), Martin Allen, Susan Humfryes.
Ms R Mimiene, Clerk

113/17 To Receive Apologies and Reasons for Non Attendance

113/17.1 Clerk reported that Cllrs Steven Butcher and Jon Young sent apologies for absence due to work commitments. Also, apologies received from CCC Cllr S Bywater.

114/17 Declarations of Interests for Members (Disclosable Pecuniary Interests)

114/17.1 There were no declarations of interest.

115/17 Public Open Forum

115/17.1 No members of the public present to raise any issues.

116/17 To Receive and Approve the Minutes of the Meeting 23 November 2016

Proposal: Proposed by Councillor MGH, seconded by Councillor SH, all in favour, and it was **Carried**
RESOLVED that the minutes of 23 November 2016 Parish Council Meeting be accepted and signed as a true record of the meeting.
Chairman signed the Minutes.

117/17 Matters arising from those Minutes (not on the Agenda)

117/17 No matters arising, all items to be covered under the Agenda items.

118/17 Recognition of work and thanks to be expressed to the retired Clerk, David Stowell

118/17.1 PC expressed thanks to the retired Clerk and RFO David Stowell. Chairman will draft a thank you letter and circulate to full Council for approval. MGH

119/17 Finance

119/17.1 Bank Mandate, update: A new Clerk filled the change of address mandate form which was signed by 2 PC Cllrs at Nov PC meeting, this form was submitted to Barclays bank straight after the PC meeting in Nov 16. Retired Clerk have now received a letter from Barclays Bank addressed to the Chairman of Stow Longa Parish Council requesting further information re: the change of address mandate. Chairman will fill in the new Mandate and will make a copy to the PC files. MGH

119/17.2 Quarterly Budget Review: Cashbook and Bank reconciliation up to 31 Dec 16 presented to members. Approved.

119/17.3 Budget and precept for 2017/18 were approved at the Nov PC, submitted HDC and acknowledgment received from HDC, a hard copy signed tonight.
To consider Transparency funding spending: £482 received under this scheme. Clerk has already got a lap top, therefore members felt that if money not spent they need to be returned to CAPALC. Clerk to check with CAPALC their policy. PC agreed to purchase a hard drive (1 terabyte) for PC files back up. Clerk

Proposal: Proposed by Councillor MGH, seconded by Councillor MA, all in favour and it was **Carried**
RESOLVED that the external hard drive for PC files back up to be purchased.

119/17.4 To Approve 18 Jan 17 expenditure:

Date	Cheque No.	Payee and Description	Amount
18 Jan 17	410	Ms R Mimiene, Clerk wages Nov and Dec 16 £213.68 & expenses £21.30	£234.98
18 Jan 17	411	HMRC tax deducted from Clerk's wages Nov and Dec 16 £53.40 (payable to Post Office Ltd)	£53.40
18 Jan 17	412	A.G.Gardens A complete Landscaping Service Invoices x 2 grass cutting and verges in the parish	£360.00
		Total Jan 17 Expenditure:	£648.38

Proposal: Proposed by Councillor MGH, seconded by Councillor MA, all in favour and it was **Carried**
RESOLVED that payments listed in 119/17.4 are to be paid.

120/17 Planning

120/17.1 Huntingdonshire Local Plan to 2036: Wind Energy Developments,
<http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/windenergy>, consultation closes 16 Jan 17
No comments.

120/17.2	Consultation on A Draft Corporate Energy Strategy for Cambridgeshire County Council, consultation period is 3rd January- 31st January 2017, http://www.smartsurvey.co.uk/s/Consultation_DRAFTCorporateEnergyStrategy_CCC/ No comments.	
120/17.3	New planning application consultation received on 17 Jan 17. PC agreed to delegate powers to the full Council to respond to the '16/02732/FUL 5 The lane Stow Longa, PE28 0PT Proposed demolition of existing bungalow and garage and erection of 2 No. 5 bedroom dwellings with garages and carports' - PC views by 7 Feb 17. PC to get back to the Clerk with the planning recommendations by 31 Jan 17.	PC
Proposal:	Proposed by Councillor MGH, seconded by Councillor MA, all in favour and it was RESOLVED that powers are delegated to full PC to make planning recommendations.	Carried
121/17	Assets and Infrastructure	
121/17.1	Health and Safety - In progress.	AM
121/17.2	Play Area Annual Inspection – Swings need to be repainted, if there is no paint left from previous time, PC would need to consider to buy some. Not the right time of the year to do it now.	MGH
121/17.3	Stow Longa Post Box, update by Clerk – Clerk contacted Royal Mail and spoke to Kishor Rathod who thought this matter was closed. Clerk to arrange a meeting on site, waiting for Kishor to confirm his availability. Chase him and liaise with Cllr JY.	Clerk
121/17.4	Website – info with ideas circulated to full Council by Cllr JY: All of the councillors can have a similar email address if they want, this means changes when they move jobs or broadband suppliers can be accommodated without needing to reissue public contact details, it's something PC can administer itself. Mail received at the address can be forwarded to multiple addresses, so they can see it at work and at home if they want. Councillors can also have email boxes accessible from the village website, so mail specifically for SLPC for instance, or Speedwatch... goes to their village account. All members have Stow Longa addresses for the PC business. Councillors felt this idea is great, but as only 3 Cllrs are present tonight, therefore members agreed to have this item on the Mar PC Agenda and agree then. Agenda item.	PC Clerk
122/17	Highways, footpaths, byways	
122/17.1	Highways issues - Outcome after the meeting with Karl Brockett, Cllr SH will contact Karl again for a follow up meeting. Potholes filled and other things done in the village already.	SH
122/17.2	To consider purchasing a bin: 3 quotes for a bin circulated to full PC: 1) Roadware 100litre £124.95 (incl VAT £149.94): http://www.roadware.co.uk/trojan-hooded-litter-bin-100ltr-627-p.asp 2) ESPO 94litre £135.00: https://www.espocatalogue.org/WebConnectEPO/MainServlet?storeId=webconnect&catalogId=webconnect&langId=en_GB&action=ProductDisplay&screenLabel=index&productId=44805&route=SM-10.MG-1120.MG-1160.MG-1170.MG-1180.MG-1200.MG-1240 3) Broxap 90 litre £125.00 excluding VAT: https://www.broxap.com/productpdf/index/index/id/690	 Clerk
	Members agreed to raise this issue at Parish Meeting and ask villagers then. To decide the location then too - either on the Green or at the end of the path over the road.	
123/17	To review progress of current projects - Appendix	
123/17.1	Attached.	
124/17	Correspondence , circulated by email prior to the meeting	
124/17.1	Chairman reported that 4 May 17 Election polling station is at Chairman's MGH barn.	MGH
125/17	Councillors' questions/Any other business	
125/17.1	The query was raised re: virtual attendance of the PC meetings. Clerk to find out more info about it.	Clerk
126/17	Date of the next meeting	
126/17.1	Clerk to contact Chairman MGH a week before the provisional meeting set for Wed 15 Feb 17 to check if there are any issues to be raised and if the meeting is required. Otherwise the scheduled meeting is Wed 15 Mar 17 at 8pm. Meeting finished at 8.52pm.	Clerk

These minutes are considered draft until ratified at the next Stow Longa Parish Council meeting

Date

Chairman: Michael G. Hayes

Appendix

Project	Report	Action by
Highways issues	Suggestion Cllr SH will contact Karl Brocket re: follow up meeting	Cllr SH.
Cllrs email addresses	Suggestion for all members to have Stow Longa addresses for the PC business	Cllr JY, Mar PC Agenda item.
Village Cross	Information regarding recommended contractors for the proposed work is awaited from Quinton Carroll of CCC. Local stone masons are also being approached	Q. Carroll Cllr JY met with stone mason. Cllr JY to chase the 3 rd quote. Deferred to the next meeting in Mar 17.
Re-siting of post box	Royal Mail require written confirmation from CCC that it may be located on the site outside the Old Chapel.	Clerk to check with the retired clerk how much has been done so far and what needs doing now. In progress. Clerk contacted Royal mail. Awaiting the site meeting.
Kerb to the Green outside the Old Vicarage	A subject for meeting with LHO	Cllr SH – resurfacing suggested after walkabout with Karl Brocket.
Children’s play area	Swing: monitor wear, seats, and paint where necessary. Park Bench: broken wood removed: will be replaced Sign with emergency info	Chair MGH to cover, most works to be carried. Chair asked re: the paint, to be updated.
Highway resurfacing	A subject for meeting with LHO.	Cllr SH met Karl Brockett, need to follow up with the Agenda item now. PC agreed that Cllr SH will approach Karl Brockett re: follow up meeting.
Speedwatch	Session held in Sept 7 speeders reported.	Cllr SH: there was not enough people to run a session w/c 14 Nov 16 In March
High Speed Broadband	Following months of delay it is anticipated that it will start locally on 1 October.	Cllr JY is monitoring, works still in process, BT been chased. Chairman’s house Connected.