

MINUTES

The Parish Council Meeting of Stow Longa was held on Wednesday 20 Sep 2017 at 8.00pm in St. Botolph's Church

Present Cllrs Michael G. Hayes (Chairman), Jon Young, Susan Humfryes and Martin Allen.
CCC Cllr I Gardener
Ms R Mimiene, Clerk

170/17 To Receive Apologies and Reasons for Non-Attendance
170/17.1 Clerk reported that Cllr Steve Butcher sent apologies for absence.

171/17 Declarations of Interests for Members (Disclosable Pecuniary Interests)
171/17.1 There were no declarations of interest.

172/17 Public Open Forum
172/17.1 CC Cllr Ian Gardener reported that Stow Longa is under Alconbury and Kimbolton division now. CCC are reviewing children centres. School for special needs children is opening in Alconbury Weald in around 2020. Emails re: chairmen asking Clerk's to make an urgent transfer was going around, therefore, need to be very careful. CCC are re-dressing the road through Stow Longa next year. Diversion route is going to be through Catworth. Depot open day 3 Oct 17, full details emailed to PC. Kerbing opposite the Village Green could be done at the same time as redressing of the road. Concerns expressed to CC Cllr IG re: the number lorries going through the village.
172/17.2 No members of the public present to raise any issues.

CC Cllr IG leaves the meeting.

173/17 To Receive and Approve the Parish Council Meeting Minutes 19 July 2017
Proposal: Proposed by Councillor SH, seconded by Councillor JY, all in favour, and it was **RESOLVED** that the minutes of 19 July 2017 Parish Council Meeting be accepted and signed as a true record of the meeting. **Carried**
Chairman signed the Minutes.

174/17 Matters arising from those Minutes (not on the Agenda)
174/17.1 Damaged post on the Village Green was replaced.

175/17 Finance
175/17.1 Annual Return: External audit report and Notice of Conclusion of the audit emailed to full Council, a hard copy is on the NB and also on PC website.
175/17.2 Bank Mandate, update: No bank statement received since Jun 17 (which was received still to previous Clerk postal address). Chairman posted yet another letter to the bank on 14 Aug 17, no confirmation received. It was agreed to take a copy of the letter to Huntingdon branch. Clerk to circulate the updated cashbook. **Clerk**
Note since meeting: Clerk updated the cashbook and I&E against the budget report and emailed full PC on 21 Sep 17.
Note since meeting: A copy of the letter was taken to the Barclays bank on 22 Sep 17.
175/17.3 Transparency funding, outcome. Keep this item on the Agenda. PC might purchase a lap top for PC use in the future.
175/17.4 To Approve 20 Sep 17 expenditure:

| Date | Cheque No. | Payee and Description | Amount |
|---------------------------|------------|---|---------|
| 20.09.14 | 422 | R. Mimiene, wages for Q2 Jul, Aug & Sep | £323.64 |
| 20.09.17 | 423 | Tax deductions from Clerk's wages Q2 | £81.00 |
| 20.09.17 | 424 | R Mimiene, Expenses on the running cost of PC Q2 | £9.06 |
| 20.09.17 | 425 | Wicksteed Unaccompanied Inspection of the Play Area | £54.00 |
| 20.09.17 | 426 | Community Action Suffolk – Zurich, PC Insurance cover 01/10/2017 – 30/09/2018 | £189.37 |
| Total Sep 17 Expenditure: | | | £657.07 |

Proposal: Proposed by Councillor MGH, seconded by Councillor JY, all in favour and it was **RESOLVED** that payments listed in 175/17.4 are to be paid. **Carried**

175/17.5 Website payment is slightly going up and is £86.26 now. Agenda item for next PC.
175/17.6 VAT reclaim notification form for £9.00 was received.

176/17 Planning
176/17.1 Proposal: Installation of a detached timber garden room, Site Address: 1 Spaldwick Road Stow Longa Huntingdon, Reference: 17/01624/HHFUL, received 31 Aug 17, PC comments by 21 Sep

17.

Recommend Approval: No reason to object.

Proposal: **Proposed by Councillor MGH, seconded by Councillor SH, all in favour and it was RESOLVED that the planning application to be approved.** **Carried**

177/17 HDC Consultations:

177/17.1 REPLACEMENT OF DOG CONTROL ORDERS WITH A PUBLIC SPACE PROTECTION NOTICE – request for information re: dog control orders – None made by PC.

178/17 Assets and Infrastructure

178/17.1 Health & Safety – no report. Cllr MA will do for the next meeting. MA
By the play area some dead branches overhanging the road. Arrangements are in progress. MGH
178/17.2 Play Area Annual Inspection carried by Wicksteed, report received, circulated to full PC – noted.
178/17.3 Stow Longa Post Box, further update - the new box has been authorised, Royal Mail needs to progress now. Clerk to chase the new officer responsible for the works. Clerk

179/17 Highways, footpaths, byways

179/17.1 Highways issues – discussed with CC Cllr IG.
Surface dressing planned for 2018 as discussed above.
Highways Resurfacing Cllr SH – reply with the update from Highways Officer K Brockett received straight after the PC meeting in July (20 Jul 7). All PC members included in the email circulation.
179/17.2 Grass cutting in the parish - Cllrs AM and SH approached several contractors Clerk
Cllr SH received a quote from S Webb for the price of £450 for cutting the grassed verge x 12 a year. Clerk to find out what other areas in the village the previous contractor was cutting. Check with D Stowell.
Previously PC paid £360 for grass cutting x 12 and verge cutting x 2 per season.
Clerk to check the previous contract.
Cllr MGH commented that having cut the main part of the grass throughout the summer, it had not been an onerous exercise and it put to question the value of sending if a third party is engaged to do this.

180/17 To review progress of current projects - Appendix

180/17.1 Attached.

181//17 Correspondence, circulated by email prior to the meeting

A notice was on the tree re: the wooden BT pole. Letter from resident received.

181/17.1 No 3: Huntingdonshire Parish and Town Council Conference Mon 9 Oct 17, clerk is going to attend and will report back. Clerk
181/17.2 CPR training – if anyone is interest, contact the clerk.

182/17 Councillors' questions/Any other business

182/17.1 Budget for the next meeting.
182/17.2 Cllr SH: To consider Stow Longa Village Sign similar to the new ones in Kimbolton.

183/17 Date of the next meeting – Scheduled Wed 15 Nov 17 at 8.00pm but it was agreed to re-schedule the meeting, date to be agreed (possibly in Oct 17).

Meeting finished at 9.01pm.

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 |
|---------------|------------------------------|---|
| Village bench | A bench on the Village Green | Cllr SH Bench was treated a few years ago. Cllr MA will inspect. The bench is usable, just needs re- |

| | | |
|--|--|---|
| | | painting. |
| Highways issues | Suggestion Cllr SH will contact Karl Brocket re: follow up meeting | Cllr SH. |
| 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. 15 Mar 17 – Cllr JY, 3 quotes from Stone Masons. 19 Jul 17 - Quotes were re-sent for the update but not heard back. Cllr JY will forward the email to the clerk to chase. JY – nothing heard since. To chase. |
| 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. To set a site meeting. 15 Mar 17: Cllrs met with Royal Mail. In progress. 17 May 17: Awaiting till Cllr JY is present. 19 Jul 17 – discuss under Agenda item 164/17.3. |
| 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. Cllr MGH will purchase the wood. 17 May: swings painted by Cllr MGH. |
| 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. Next meeting in May. 17 May 17: Report prepared by J Humfryes, read by Cllr SH. Hard copy attached to these Minutes. Speedwatch group is looking for volunteers. 19 Jul 17 - Sharing the equipment with 5 villages. No response. Jim Humfryes is staying on this group. 20 Sep 17: PC need to access equipment. |