

**MINUTES OF MEETING OF STOW LONGA PARISH COUNCIL  
HELD AT THE VICARAGE ROOM ON MONDAY 22 MARCH 2010 AT 8 PM**

**Present:** Councillors Hayes (Chairman), Allen, Humfryes, and Young, and the Clerk (Mr D Stowell).

**031/10 An apology for absence** was received from Cllr Millington.

**032/10 Declarations of Interest** as to personal and prejudicial interest in relation to any agenda item – none.

**033/10 Public Open Forum**  
Not held; no members of the public present.

**034/10 Minutes of Meeting held 22 February 2010** were approved and signed.

**035/10 Matters arising from minutes**  
None

**036/10 Finance**  
**The following payment was approved:**  
100277 F D Stowell, Salary & Excs., Jan – March 2010, £377.82  
**CCC grass cutting grant for 2010/11**  
It was noted that the grant of £368.33 remains unchanged from 2009/10.  
**Refund of VAT**  
All payments of VAT during 2009/10 amounting to £122.70 have been refunded.  
**External Audit**  
It was noted that the external audit has been called for 1<sup>st</sup> June.

**037/10 Assets and infrastructure**  
**Health & Safety Check**  
Cllr Allen presented his report dated 22<sup>nd</sup> March. All checks were satisfactory with the exception of:  
Village Green Sign Post – accident damage awaiting repair.  
Play Area – Sign for Church Walk needs repairing – HDC to be advised.  
**Surface water drains in Spaldwick Road**  
Water is exiting one drain indicating a blockage further along. Cllr Allen to report this to Cambridgeshire Highways.  
**Trees in Kimbolton Road**  
The Clerk to discuss trimming some lower branches with the HDC Landscape Officer.

**038/10 Progress of current projects**  
The progress report was updated – see Appendix to the minutes.

**039/10 Planning**  
**Proposed new windfarm**  
There were no developments to report.  
Guidance has been received from the Monitoring Officer regarding the declaration of personal and prejudicial interests by members when the planning application comes before the council.

**040/10 Review of Standing Orders**

It was resolved to accept the proposed amendments detailed in a memorandum from the Clerk circulated to members with the agenda, raising the Standing Orders to Version 5.

The main amendment is to add section 14.b:-

Towards the start of all meetings the agenda shall include a Public Open Forum during which the Chairman may invite members of the public to address the meeting on any matter relevant to the Council's activities or to make representations, answer questions or give evidence relating to the business being transacted. If it is apparent that the matter to be raised concerns business on the agenda the Chairman may invite the member of the public to defer speaking until that agenda item is reached.

The time allotted to any member of the public shall not exceed 5 minutes and the total time if more than one wishes to speak in respect of the same business shall not exceed 10 minutes. Members of the public are not permitted to speak except during the periods allocated for public participation.

N.B. The first paragraph is necessary as the similar facility offered in 12.b to members of the council with a prejudicial interest is only available if members of the public have this facility. 12.b also requires the member with a prejudicial interest to withdraw from the room after addressing the meeting and before the matter is considered.

**041/10 Correspondence****Vicarage Room**

The Clerk reported that he had received a telephone call from Graham Gaiser during which he said that the family wished to cease making the Vicarage Room available for meetings. It was therefore agreed that, subject to the approval of the church wardens, future meetings would be held at St. Botolph's Church.

**Neighbourhood Forum**

Notes of the Neighbourhood Forum held at Sawtry on 20<sup>th</sup> January have been circulated to members of the Council.

**042/10 Any Other Business**

None

**043/10 Next meeting**

Monday, 19 April 2010, 8 pm at St. Botolph's Parish Church

In the absence of any other business the Chairman closed the meeting at 8.50 pm.

## Appendix

### Progress report on current projects

<b>Project</b>	<b>Report</b>	<b>Action by</b>
Tree for Peggy & Ray Convine	To be planted at church end of play area. Exact position to be chosen to avoid future root growth damaging any underlying structures.	M. Hayes
Damage to Green & verges by Anglian Water	Site visit made 27/2/10 to assess work required Date when work can be carried out to be agreed Produce notice to recruit working party volunteers & produce task risk assessment Top soil to be obtained and tipped as appropriate, men at work signs to be obtained & police informed	All Cllrs Cllrs Hayes/Allen  Cllr Hayes  Cllr Allen
Border to planted area around village sign	Due to other commitments, Roger Millington is unable to help. Quotation to construct the brick surround to be obtained from local builder. Existing planting will be removed when daffodils die Bricks will be supplied Check with HDC that they have no objection.	Clerk A Beszant V.Schorer-Nixon Clerk
Post box	In response to request for the post box to be relocated on the verge outside the Old Chapel adjacent to telephone pole, Royal Mail say they will require written permission from the house owner before they could proceed. Clerk has written to James Baker regarding this – reply awaited.	Clerk
Kerbing on village green	Ringway quoted £3117.07 + VAT for kerbing 2 sides. Other quotes to be sought. HDC grant applied for – response awaited.	Clerk Clerk
Townlands Charity	Management being handed over to the new trustees.	A Murdoch to report to Annual Parish Mtg
Swing	Repaint to be carried out in the spring	Working party
Seat on Green near Cross	To be treated with preservative	Working party
Damaged Stow Longa sign, Kimbolton Road.	CCC to be asked to repair or replace.	Clerk
Damaged sign on Green	Broken parts have been recovered. Tony Wakefield to be invited to quote for repair.	Clerk