

MINUTES OF ANNUAL MEETING OF STOW LONGA PARISH COUNCIL HELD AT ST. BOTOLPH'S PARISH CHURCH ON MONDAY 21 MAY 2012 AT 8.40 PM

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

036/12 An apology for absence was received from Cllr Young

037/12 Election of Chairman

Cllr M G Hayes was elected unanimously. A declaration of acceptance to the office of chairman was made and delivered to the Council by Cllr Hayes.

038/12 Election of Vice-Chairman

Cllr J Young was elected unanimously

039/12 Registrations of Financial and Other Interests

The four members present confirmed that their details in the Register of Financial and other Interests held by the District Council remain unchanged. The Clerk will raise the question of any changes to his registration with Cllr Young.

040/12 Appointment of Charity Trustee nominated by the Annual Parish Meeting.

It was resolved that John Keal be re-appointed a trustee having been nominated at the Annual Parish meeting held earlier.

041/12 Declarations of Interest - as to personal and prejudicial interest in relation to any agenda item - none

042/12 Public Open Forum . not required.

043/12 Minutes of Meeting held 23 April 2012 were approved and signed.

044/12 Matters arising from minutes not on the agenda - none

045/12 Finance

Internal audit report for 2011/12 . copies of the report dated 14 May 2012 were handed to members. It was noted that the audit did not reveal any matters of concern. However, the auditor made reference to the fact that pages 279 to 281 of the minutes had not been signed. The Clerk explained that these related to the Annual Parish Meeting held in May 2011 and that they had therefore not been approved until the 2012 meeting held earlier this evening. The auditor also referred to the fact that the project to include photos with Asset Register is ongoing. The Clerk confirmed that he now has all the photos and will file them electronically with the Register.

Proposed External Auditor commencing 1 September 2012 . it was noted that the Audit Commission proposes to appoint Littlejohn LLP to audit the Annual Returns of all small bodies in Cambridgeshire. Council agreed that there is no reason why Stow Longa should not be included

The following payment was approved

100317, J C Shears, internal audit fee, £50.00

046/12 Assets and infrastructure

Health and Safety . Cllr Allen presented a report on the inspection he carried out on 20th May. The only matters noted were that some holes need to be filled on the land adjacent to the Old Vicarage, and that he had cleaned the swing seats to remove bird droppings.

047/12 Progress of current projects - the report was updated . see Appendix

048/12 Planning

Local Planning Authority Decision . 1101309OUT, Conversion of workshop / outbuildings and replacement buildings to provide two dwellings with garaging, Land at Church Farm, Stow Longa . **Permission granted 27 April 2012** (This became known after the meeting. It is included here to avoid any misunderstanding)

049/12 Correspondence**Queen's Diamond Jubilee - Commemorative Tree Planting**

HDC offer to provide a special large tree free of charge under the Parish Planting scheme was discussed, but it was agreed not to take up the offer as no suitable site is available.

HDC Local Plan . Invitation to briefing 22 May at Pathfinder House . it was noted that the Clerk will attend.

HDC consultation on proposal for Local Joint Committees . circulated 25 April with comments suggested by Clerk . it was agreed that the Clerk's comments be submitted on the Council's behalf.

HDC notes of Parish Charter working group held 30 April . available from Clerk
CCC Rights of Way . paths on current schedule will be cut in May and provisionally in July. Councillors reported that they had no knowledge of any issues with the cutting of paths, but will inform the Clerk should they become aware of any.

Town/Parish Council Planning Forum . The HDC Planning Dept South Team invite 2 representatives to a planning forum at the Civic Suite, Pathfinder House on Wednesday 11 July starting at 5.30 pm and lasting no more than 2 hours. Names required by 15 June.

050/12 Any Other Business

Super fast broadband . Cambs ACRE and the County and District Councils recommend that Stow Longa supports the Connecting Cambridgeshire project which will bring access to superfast broadband to at least 90% of premises in Cambridgeshire and Peterborough. The Clerk is discussing with Cllr Young how best to publicise this (e.g. on the website) with a view to Stow Longa being selected as part of the 90%.

The Rural Communities Broadband Fund which, should Stow Longa fall outside the 90%, may provide funding towards a local scheme is also asking for similar information. It was agreed to defer a response to the RCBF request until the area covered by Connecting Cambridgeshire is known?

Water leak in Spaldwick Road & Bright lights at Gas pumping station

The Clerk will follow up action being taken to resolve these matters raised at the Annual Parish Meeting.

051/12 Next meeting - Monday 18 June 2012 at St.Botolph's Parish Church at 8 pm

In the absence of any further business the meeting closed at 9.16 pm

Progress report on current projects at 21 May 2012

Project	Report	Action by
Tree for Peggy & Ray Convine	2/3 trees are to be planted to replace a dead tree on the northern boundary of the churchyard.	M. Hayes
Post box	No progress has been made recently re proposal to move the box to a site outside the Old Chapel	Clerk
Phone Box	A working party to be arranged to repaint the box. Advice regarding removal of old paint would be appreciated by S Butcher.	S Butcher
Village Cross	Responses to queries raised at meeting held 21 March are awaited from Q Carroll.	Clerk
Church alterations to facilitate community use.	Preliminary discussions are taking place.	S Humfryes
Grass on Village Green and verges in Spaldwick Road	Top soil & seed to be obtained and an early date arranged for a working party to repair the grass adjacent to the new verge around the main Village Green. Repairs to other grass areas have been deferred until contractors have finished work and carried out reinstatement referred to below,	M Allen
Reinstatement of damage caused during water main installation	Cllr Humfryes has obtained a commitment from Balfour Beatty that they will repair the damage caused to verges and the road surface by the work to install a new water main. A damaged bollard has been replaced. Until the electricity cable work is completed Cllr Humfryes will not press for BB or UK Power Networks to carry out repairs to the verges.	S Humfryes