

**MINUTES OF MEETING OF STOW LONGA PARISH COUNCIL HELD AT ST.  
BOTOLPH'S PARISH CHURCH ON WEDNESDAY 14 SEPTEMBER 2016 AT 8 PM**

**Present:** Councillors Hayes (Chairman), Allen, Humfryes and Young and the Clerk

**084/16 Apologies for absence** - Cllr Butcher

**085/16 Declarations of Interest in relation to any agenda item** - none

**086/16. Public Open Forum** – not required.

**087/16 The Minutes of Meeting held 13 July 2016** were approved and signed.

**088/16 Matters arising from the minutes (not on the agenda)**

**Kart track conditions of operation** - the Clerk ascertained that planning applications 0603165FUL and 1001212FUL and the resultant appeals defined the conditions, Copies of the relevant documents were circulated to members by email 13 August.

**089/16 Appointment of new Clerk** - The Chairman and Cllr Humfryes gave a favourable report on their interview with Ms Ramune Mimiene of Brampton, following which it was resolved to offer her the position of Clerk to the Council and Responsible Financial Officer at a salary of SCP29 £13.35/hr for 120 hours p.a. (an average of 10 hours per month) commencing 1 October 2016. A Contract of Employment based on the NALC/SLCCC Model and incorporating the Job Description discussed at the interview will be prepared by the present Clerk for signature subject to her acceptance of the offer.

**090/16 Finance**

**External Audit 2015/16** – It was noted that the report from the auditors, Littlejohn LLP, concluded that “on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met”.

The Clerk will arrange to publish the Notice of Conclusion of the Audit and associated documents on the notice boards and website.

**The following payments were approved**

100406 Wicksteed Leisure, Annual play equipment inspection, £54.00 (inc. £9.00 VAT)

100407 F D Stowell, Salary & Expenses, Jul-Sept, £261.53

100408 HMRC, PAYE, £65.40

**091/16 Planning**

**To consider response to any new planning application(s)** - none

**The following decision by the Local Planning Authority was noted**

16/01120/HHFUL, Side and rear extensions Alterations to cladding materials Additional window to ground floor hobby room, 29 Spaldwick Road - permission granted

**Gas Compressor Station** – the recent diversion of vehicles through the village, having been criticised by a local resident, was discussed. No further action regarding this particular deviation from the agreed transport plan was proposed.

**092/16 Assets and infrastructure**

Health and Safety - to consider any new problems – none reported

**Play Area Annual Inspection** – Consideration of any action required regarding matters raised in Wicksteed's Inspection was deferred until the next meeting.

**093/16 Highways, byways, footpaths**

**Verge in Kimbolton Road adjacent to Old Vicarage** – it was noted that A G Gardens had done a good job in cutting the grass and also in kindly trimming the lower branches of the trees, which is not part of their contract.

**Lime trees on Village Green** – The Chairman volunteered with the aid of his sons, to cut back the suckers around the base of the trees.

**Dog Fouling** – As publicising the problem has not resulted in a reduction of fouling it was decided to consider installing a dog bin or bins. The clerk is to obtain costs of installation and advice on an emptying regime. It was noted that currently the litter bin on the Village Green is used as a depository for doggy bags and that emptying the bin is undertaken by one or more volunteers.

**Broken kerb outside Foxearth** – some repair work has been carried out but, in the opinion of the meeting, not very well. CCC Highways will be asked to rectify the repair.

**094/16 Progress review of current projects** – see appendix.**095/16 Correspondence** – the following items were noted.

**Electoral Review of Cambridgeshire, Final Recommendations** – Stow Longa is in the proposed Alconbury & Kimbolton division.

**CCC Briefing September 2016** – circulated by email Sept 7.

**CCC Flood Awareness and Preparedness Questionnaire** – circulated by email Sept 6

**Devolution** – Cllr Steve Criswell email of Sept 7 circulated – this included response to DCLG reporting that County Council and local District Councils supported the proposal for a Combined Authority for Cambridgeshire & Peterborough. However there was some opposition to the proposal for an elected Mayor in the wider consultation.

**Local Highway Improvement initiative 2017/18** circulated by email Aug 21

Closing date 30 November N.B. Parish Councils are encouraged to discuss their application prior to submission using [local.projects@cambridgeshire.gov.uk](mailto:local.projects@cambridgeshire.gov.uk) A submission will be agreed at the next meeting.

**096/16 Any Other Business** - none**097/16 Date of next scheduled meeting - Wednesday, 23 November 2016 at 8 pm**

In the absence of any further business the meeting closed at 8.45 pm

### Appendix

<b>Project</b>	<b>Report</b>	<b>Action by</b>
Memorial 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
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  J Young
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 inform Royal Mail
Kerb to the Green outside the Old Vicarage	.A subject for meeting with LHO	Cllr Humfryes to arrange
Repairs to the Green and verges following electricity & phone work	It was agreed that the repairs have been completed satisfactorily.	All councillors to monitor condition and report any further action required
Children's play area	Swing: monitor wear, seats, and paint where necessary. Park Bench: broken wood removed: will be replaced Sign with emergency info	M Hayes to arrange  Clerk
Highway resurfacing	A subject for meeting with LHO.	Cllr Humfryes to arrange
Speedwatch	Session held in Sept 7 speeders reported.	J Humfryes
High Speed Broadband	Following months of delay it is anticipated that it will start locally on 1 October.	J Young is monitoring