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**Minutes of the Bluntisham Parish Council Meeting
Monday 7th September 2015 at 8pm in The Village Hall, Mill Lane,
Bluntisham**

Present: Chairman: Mrs Margaret Lumb, Cllr Mike Francis, Mr Frank Hudson, Mrs Philippa Hope, Mrs Anne Parsons, Mr Mark Berg, Mr Gary James, Mr Ian Shepherd, Mr Rob Gore, Mrs Kathy Searle, Mrs Tracey Davidson (Clerk),

Also present: 12 members of the public

Open Forum: The Chairman welcomed the committee and members of the public. Mrs Joan Gutteridge congratulated Tracey Davidson and the committee for the WW2 event. She asked what the Heritage Lottery Grant was being used for and was advised that this was nothing to do with the Parish Council and more information could be sought from DiY Communities. She also asked why the last 3 columns from the accounts were missing, this was a printing error.

Mr Steve Highland advised that the permanent fencing, including gates will be erected within the next 2 weeks. The flowering cherry tree to replace the one removed to allow access to the car park will be planted in line with arbourcultural recommendation, hopefully in October/November of this year. Further maintenance to cut the grass further down the orchard will be carried out later this month. The ditch on the Eastern side of the field, the one the furthest away from the garage, is likely to block up and cause flooding if not cleared. Finally he advised that he hasn't heard anything from Accent Nene or HDC about the affordable housing since 20th April.

Mrs Sue Everest also commented on what a brilliant day the WW2 event was, it was a reminder of many years ago. She asked Mr Highland when he was going to comply with the conditions of the planning permission for the car park. She raised concern with the general state of footpaths in the village but especially the one from East Street to the High Street. Also the fact that there is only one dropped kerb to the barograph which causes difficulty. The Chairman confirmed that CCC continues to advise there is no money for repairs to footpaths, purely emergency repairs only and that the barograph improvements met with all Highways recommendations. Finally it was noted that all future correspondence read out by the clerk should be included in the minutes.

Mrs Ann Parker was disappointed with the behaviour of one Councillor during the PC meeting in July. The Councillor made an apology. The Chairman advised that any complaints about behaviour must be put in writing and will be investigated.

Mrs Sue Everest advised that other people are using the car park and not just staff and suggested putting a notice up. Mr Highland confirmed that there are plenty of spaces available on the forecourt and he is happy for others to use the car park to save illegal parking on Station Road.

The Chairman formally opened the meeting at 20.17 and thanked the clerk and the committee for all their hard work putting on such a great event on 15th August.

2179	Dispensation Forms received and decisions given – Nothing to report	
2180	Declarations of interest for items on the agenda – Mr Ian Shepherd item 2187.	
2181	Apologies for absence – Mr Alan Moules, Cllr Robin Carter & Cllr Steve Criswell at	

	other meeting.	
2182	Minutes of the Parish Council meeting dated 3rd August 2015 to be approved and signed – The Chairman advised that no-one was forced to declare an interest (item 2160) and it was Mrs Kathy Searle who mentioned the road closure (item 2177). The Chairman signed the minutes and all approved. (<i>Proposed Mr Frank Hudson seconded Mr Mark Berg. All agreed</i>)	
2183	Matters arising from previous minutes – Open Forum – The Ouse Valley Way footpath has now been cut and one more cut will take place this year, it is uncertain who is taking responsibility for this from 2016. Open Forum – The concern about the behaviour of a dog is still being investigated by the police, although charges are not being made by the person who was bitten.	
2184	FY2015/16 Accounts – to end August 2015 – Mr Rob Gore has amended the accounts summary to show forecast and variance for the year and overspends will be highlighted and reviewed in depth by the finance committee. Mr Rob Gore advised that the finance committee agreed to transfer the money from the Lloyds account 0934024 into the Cambridge Building Society. Mrs Margaret Lumb advised that following her Chairman’s training she thought one to one and a half times the precept should be kept in reserves. <i>Post meeting note: the clerk has had confirmation from CAPALC that 3-6 months expenditure or a ¼ of the precept should be kept in the reserves.</i> No concerns were raised with the accounts during this period. Total receipts £2599.77 & total expenditure £9540.40. Closing bank balances: Lloyds 0933915 - £34552.27 Lloyds 0934024 - £5078.03 Cambs building society - £51561.57 (<i>Proposed Mrs Philippa Hope, Seconded Mr Mark Berg. All agreed.</i>) <i>Annex 1</i>	
2185	Accounts for payment and sign cheques for August payments –Mrs Philippa Hope and Mr Rob Gore signed the cheques and no concerns with the payments for the month. (<i>Proposed Mrs Philippa Hope seconded Mr Rob Gore. All agreed.</i>)	
2186	County Council & District Council reports – Cllr Steve Criswell sent his apologies and the following report: <ul style="list-style-type: none"> • Planning for the final phase of the cycle path is progressing slower than hoped. Negotiations with landowners have gone well; additional work with land registry has been required to ascertain exact boundaries. The delay centres on the discovery of a gas main which will impede construction of the culvert at White Bridge corner. Work is ongoing to resolve this, but as construction was originally due to start next month, this is now delayed into the New Year. The budget isn’t time limited, unlike the first phase. • I have had a constructive meeting with a delegation from the HCV group. I am aware how impatient they are to obtain weight limits on certain roads. My main interest is with the A1123 through Bluntisham & Earith. I am of the firm opinion this is not possible until after the Ely Southern bypass and the A14 upgrade has been completed in about 5 years time. CCC are also convinced that any attempt now would result in a public enquiry. This will probably cost over £100k and would not be funded by the CCC. My suggestion is to meet with County Highway Officers. • The Highway Safety Officer who is reviewing accident sites has met with me at Woodhurst crossroads. We have discussed various issues and he is aware of local concerns. He will analyse the data available and get back to me with any suggested achievable actions. • I will be joining you at the open day and look forward to becoming better 	

	<p>acquainted with our new councillors. I will be happy to discuss anything and everything with councillors and residents at this time.</p> <p>Cllr Robin Carter sent his apologies and had nothing to report.</p> <p>Mrs Kathy Searle asked Cllr Mike Francis about the Presses Close parking issue. Cllr Mike Francis advised that when he spoke with HDC last year they had no money to do any work to the grass area, he will speak to them again about this area. In the meantime if any residents driveways are being blocked by parked cars they should report this to the police.</p>	
2187	<p>Planning</p> <ul style="list-style-type: none"> • Affordable Housing update – the clerk advised that having spoken with Helen Fortune (Accent Nene) they, like other registered providers, have to review their development programme following the budget. They are awaiting the outcome of the review before they fully commit to or discount a scheme in their development programme. They have additional board meetings in September so hope to provide a clearer picture by the next parish council meeting. • 1501170FUL – 7 Wood End, Bluntisham – It was agreed to approve the planning application. (<i>Proposed Mrs Kathy Searle, seconded Mr Mark Berg. All agreed.</i>) 	
2188	<p>Village maintenance:</p> <ul style="list-style-type: none"> • Tree Update – The clerk has obtained the ownership information from the land registry and has written to both residents to advise of their responsibility. No further action is needed at this time. • Balfour Beatty – The clerk advised that the street light maintenance contract is due for renewal for the 2 lamps owned by the PC situated along the road to the village hall. The costs for this are £22.39 + VAT per lighting unit per year for a 3 year period. This includes the following: minor fault repairs, supply faults, 3 yearly lamp change and cleaning, 3 yearly structural inspection, 6 yearly electrical testing, night time scouting, call centre reporting, asset data on first visit, monthly production of energy consumption data, annual maintenance report, and attendance to site. It was agreed to accept this contract. (<i>Proposed Mrs Philippa Hope, seconded Mr Frank Hudson. All agreed.</i>) 	Clerk
2189	<p>Health & Safety:</p> <ul style="list-style-type: none"> • Play park quote summary – Mrs Philippa Hope went through the costs breakdown, which are all very similar and advised that until funding had been sought there wasn't much else to be done. Both grant applications are to be submitted by the end of September and decisions should be made before the end of the year. She thanked the clerk for all her efforts as a lot of work has gone into this project so far. Plans and detailed information on the designs will be available at the open day. The clerk asked for everyone to complete their surveys and to encourage as many residents to do this as consultation is key to a successful grant application. 	All
2190	<p>Open Day Planning – 12 September – it was agreed the following councillors would be responsible for the following projects:</p> <ul style="list-style-type: none"> • Mrs Margaret Lumb – welcome • Mrs Philippa Hope – Play park, outdoor gym & volunteer pool • Mrs Kathy Searle & Mr Frank Hudson – LHI bid & project plan • Mr Rob Gore & Mr Gary James – Time Banking • Mr Mike Francis – Cycle path • Mrs Anne Parsons will all be available to help with any other issues. Mr Alan Moules, Mr Mark Berg and Mr Ian Shepherd are unable to attend. 	All

	The clerk is to make name badges for everyone.	Clerk
2191	Little London – Mrs Margaret Lumb has been informed that both end properties have to allow access for wheelbarrows via their rear gardens so this includes wheeled bins if needed. However it was agreed that this isn't an issue and they can remain neatly outside the front of their properties. Also the concern for cars parked blocking the footpath isn't a problem as there is plenty of space for a double buggy to get past when cars are parked. No action to be taken at this stage.	
2192	Safeguarding Policy – The clerk shared a draft safeguarding policy prior to the meeting for comments. Mrs Kathy Searle advised that the policy is out of date and factually incorrect. It was agreed that Mrs Kathy Searle, Mrs Philippa Hope and the clerk are to get together to re-write the policy and bring back to the next PC meeting.	Kathy Searle/Philippa Hope/Clerk
2193	Parish Council Plan – all agreed the document is fine and the clerk is to get it printed onto A3 to be discussed at the open day. No changes to be made at this stage.	Clerk
2194	Pension – Mrs Philippa Hope shared a summary report of the council's duty for auto-enrolment in 2016. A proposal for a bespoke Bluntisham Parish Council pension scheme for all existing and new staff was approved by the finance committee and will be factored into the 2016/17 budget, an initial payment of £1500 is needed to set the scheme up but will ensure we are fully compliant. The clerk confirmed that a further quote of between £1500 - £4500 was sought from another company and other pension providers refused to quote based on the small number of employees. Mrs Margaret Lumb thanked Mrs Philippa Hope for her efforts with this report and advised that no further permission is required to set the scheme up. <i>(Proposed Mrs Philippa Hope, Seconded Mr Rob Gore. All agreed with bespoke scheme.)</i>	Philippa Hope/clerk
2195	LHI suggested bid proposals - Mr Mark Berg attended the recent highway open day and discussed the 3 options put forward by the PC with the relevant personnel. Option 1 – Reduce the speed limit along Station/Rectory road from 40mph – 30mph. As there are no houses on the south side as you enter the village or any houses directly fronting the footpath close to the road it will always remain a 40mph. It's a wide road which makes it a natural speed of 40mph. The advice given was unless the police will support it CCC won't look to fund this scheme. Option 2 – Reduce the speed limit along Colne Road from 30mph to 20mph permanently. If the PC can get the police support for this then it is likely the scheme would be supported, especially as the car park along Colne Road is used a lot and has poor visibility to exit. Option 3 – Introduce a one way system along the High Street from the Barograph towards Wood End. When the Short Lane road closure was put in the highways authority realised there is a need for traffic management. However, they advised they need to have an accident first before it is funded. They suggested that a feasibility study was carried out at a cost of £250 to investigate further. It could be made to work as a one way system fairly easily with white lines and a maximum of 4 signs. <i>(Mr Mark Berg proposed we carry out the feasibility study and Mr Gary James seconded. All agreed.)</i> Mrs Margaret Lumb suggested a bid for halos around the beacons at the zebra crossing along Colne Road be submitted. She is confident the Police would support it. <i>(Proposed Mr Mark Berg, seconded Mr Gary James. All agreed.)</i>	Mark Berg Clerk
2196	Website update – Mr Ian Shepherd advised that we have had over 1200 visitors to the website. There was a huge spike in the week after the meeting accessing the minutes. On average about 100 people per week are using the website. A query of using images from the WW2 event on the site was made and it was agreed to put a disclaimer on the site to cover this. Mr Ian Shepherd is working on an online survey for the play park & outdoor gym and will have this in place before the end of the consultation period.	Ian Shepherd
2197	Drone Flying – a healthy discussion was had around this following the Chairman	

	witnessing a drone being flown during the WW2 event. The consensus was is this something we can enforce, is this a major problem? While the Parish Council agreed there was some danger if a flying object becomes too close to persons on the recreation field, it was agreed to monitor the situation and no action to be taken at this point.	
2198	<p>Holliday's Road – street light Mrs Philippa Hope shared a summary of a further discussion with Cllr Carter on this subject, as follows:</p> <ul style="list-style-type: none"> • The cost is £1350 for a new light. • At least 3 other residents have spoken to him about additional lights. Cllr Carter had advised that residents would have to fund any new lights themselves. <p>Therefore the recommendation was if anyone wants an additional street light they fund it themselves and the Parish Council offer a contribution of no more than 10% towards it. The residents are responsible for organising the new light, installation, etc. The clerk is to write to the resident. (Proposed Mrs Philippa Hope, seconded Mr Frank Hudson. All agreed.)</p>	Clerk
2199	<p>Community event - 2016 Mr Frank Hudson suggested having a Bluntisham feast week with local villages. Mr Mark Berg suggested a 10th birthday party for the village hall, with a hog roast in the evening. Mrs Margaret Lumb suggested the HMC take ownership for the event. Any suggestions for next year's community event are to be sent to the clerk. (Proposed Mr Frank Hudson, seconded Mr Mark Berg. All agreed.)</p>	All/Clerk
2200	<p>Committee updates:</p> <ul style="list-style-type: none"> • HMC – minutes from meeting shared and no comments raised. • Finance – minutes from meeting shared and no comments raised. • Allotments – the annual BBQ was a success. Mr Frank Hudson advised that 3 plots are not being maintained. It was discussed that the allotments committee should take initial ownership of writing to plot holders about them and if no success the clerk can write on behalf of the PC. (Proposed Mr Gary James, seconded Mr Frank Hudson. All agreed.) • Crime – There have been 27 burglaries since last meeting, 1 in Bluntisham. • Road Safety, Hanson & Envar – meetings soon. • Highway Warden walkabout will be just before next meeting. Remedial work is scheduled for The Fairway but no date as yet. <p>The District councillor for Woodhurst supports our request for safety improvements at the Wheatsheaf crossroads.</p>	Frank Hudson
2201	<p>Correspondence received – The clerk read out an email received from Mr Terry Guy, summary as follows:</p> <ul style="list-style-type: none"> • Block paved area between 58 & 59 Sumerling Way still hasn't been cleared. The clerk wrote to Mr Guy in 2014 advising this was Anglian Water's land and responsibility and will report it once more. • Tree and hedge trimming – this is being carried out at the moment and should be completed by the end of September. It was agreed to start this at the beginning of August in 2016. • Clearing the ditch along Colne Road on a regular basis. The clerk is to add this onto the volunteers list of jobs to ensure the verge is kept maintained, although it is the responsibility of County Estates. <p>The clerk read out a thank you letter from the Burma Star Association thanking the PC for the £50 donation following the WW2 event.</p>	Clerk
2202	<p>Items for consideration (for information only) Mr Ian Shepherd asked why there is no gate in the dog recreation area. This decision was made to keep an area free to allow the tractor in to cut the grass, it was deemed</p>	

	<p>unnecessary to gate the area as there had been no issues with the temporary fencing, which had a large opening.</p> <p>Mr Frank Hudson advised there are still the trees at allotments, which were grown for the sunrise meadows site. Mrs Kathy Searle advised she is visiting the site on Wednesday and will mention the trees again.</p> <p>Mrs Kathy Searle advised that HDC have written to the owner of the plot adjacent to Sunrise Meadows about the illegal caravans on the site. A planning application is to be submitted soon.</p> <p>The clerk asked about the Tree training course as several members have asked to attend. The cost of the course per person is £228. It was agreed to pass this onto the finance committee to approve if the funds allow.</p> <p>The clerk asked if anyone wanted to go to the SLCC AGM in October.</p> <p>The clerk updated the committee on the outcome from the WW2 day and confirmed a profit of £220.24 was made and will be put towards a community marquee for Bluntisham to be used for future events.</p>	Clerk
2203	<p>Topics for future meetings</p> <ul style="list-style-type: none"> • Dog fouling on footpaths and pavements. Meeting walk, High Street, Mill Lane. 	Clerk

Meeting closed 10.20pm

Next meeting: 5th October 2015

Dates of Future Parish Council Meetings –2015

November	Monday 2 nd November
December	Monday 7 th December

Annex 1 – FY 2015/16 accounts to end August 2015