

STEEPLE MORDEN PARISH COUNCIL
Minutes of the Parish Council Meeting held remotely on
Thursday 28th May 2020 at 7.00pm

Present: Councillors: J Clayton (Chairman), N Badger, K Austin, A Drew,
 C Upchurch, S Wheatley, S Traverse-Healy, M Bird
 District Cllr Williams , County Cllr Kindersley (part)
 In attendance: Mrs S Walmesley (Clerk) and 1 member of the public.

PARISH COUNCIL MEETING 7.00 PM

1. CORONAVIRUS ACT 2020

1.1 To amend Standing Orders to allow remote attendance at meetings

Parish Meeting Covid-19 Directive Updates:

1. Regulation 6(c) removes the requirement for the parish council to hold an Annual General Meeting 2020.
2. With local authorities not required to hold annual meetings under these regulations, current appointments will continue until the next annual meeting of the authority or when the local authority determines, the Explanatory Memorandum states. "This provides, in the absence of an annual meeting, continuity of membership."
3. Regulation 5 details the requirement for public meetings to be held at a 'place' which can be electronic, digital, or virtual with members and the public being able to attend remotely and to be heard and where possible seen by other members and members of the public.

Councillors agreed to amend the adopted Standing Orders to allow remote attendance at meetings.

2. CO-OPTION OF COUNCILLOR

There had been one application from Mr Malcolm Bird. On a proposal by Cllr Wheatley, seconded by Cllr Upchurch, it was agreed that Mr Bird be co-opted onto Steeple Morden Parish Council. The Declaration of Acceptance of Office to be signed.

3. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT AND REQUESTS FOR DISPENSATIONS

Apologies were received from Cllr Belson.

The Chairman declared a non pecuniary interest under Item 10.1.1 as a relative of the applicant.

4. COUNTY AND DISTRICT COUNCILLOR REPORTS

4.1 County Council

Cllr Kindersley had circulated his report earlier in the day. He added that there was to be a spitfire flying from Duxford for 8pm to fly over the area as part of the last clap for carers which had taken place for the past ten weeks.

4.2 District Council

Cllr Williams had circulated a report.

.She added that there were still some businesses not applying for the Government grant and asked Councillors to advise of any businesses which were struggling during these times to contact her or South Cambridgeshire District Council.

Cllr Williams had prepared a letter as SCDC Major Opposition Leader detailing the discussion at the Council meeting on planning delegation. The Clerk would circulate this once received.

The Chairman thanked Cllr Williams for the update.

-Clerk

5. COMMENTS AND OBSERVATIONS FROM PARISHIONERS AND MEMBERS OF THE PUBLIC

There were no comments made.

6. TO APPROVE THE MINUTES OF

6.1 The Parish Council Meeting held on 9th March 2020

On a proposition by Cllr Badger, seconded by Cllr Wheatley, the minutes as circulated were taken as read and then approved as a true record and signed by the Chairman.

7. MATTERS ARISING AND CARRIED FORWARD

7.1 Cheyney Bury –SCDC Judicial Review

The Chairman advised that the review had been withdrawn by the applicant. Cllr Williams

added that there had been three cases in total against South Cambridgeshire District Council. One had resulted in costs against the council. Details of the third case were unknown.

8. FINANCES

8.1 To receive the financial statement and to approve the payment of bills

Details of invoices for payment had been circulated to Councillors prior to the meeting. It was agreed that they be paid at the time.

E-ON

Reading Room electricity March 2020 DD		£ 78.00
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Reading Room electricity April 2020DD		£ 78.00
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HAVEN POWER

Street light electricity March 2020 DD	(inc £46.47VAT)	£287.11
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Street light electricity April 2020 DD	(inc £44.88VAT)	£277.37
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IN & OUT

Disabled toilet clean March 2020		£ 11.73
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THE PRINTWORKS (ROYSTON) LTD

Newsletters March and April 2020		£ 100.00
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CPRE

Membership 2020/21		£ 36.00
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CAMBRIDGE WATER BUSINESS

Water rate Recreation Ground Oct –April 2020	£78.93	
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Water Rate Allotment Oct-April 2020	£66.02	£144.95
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E W PEPPER LTD

Allotment rent 2018/19 2019/20		£800.00
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MRS S WALMESLEY

Clerks expenses January –March 2020		£38.21
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CAPALC

Affiliation fee 2020/21	£395.85	
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DPO Membership 2020/21	£ 50.00	£445.85
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TOTAL		£2297.22
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8.2 Annual Audit 2019/20

Copies of the paperwork had been circulated to Councillors prior to the meeting

8.2.1 Internal Audit

The Clerk reported that the internal auditor was carrying out the audit remotely this year due to the self distancing requirement.

8.2.2 Agreement of Annual Return 2019/20

Cllr Bird raised a concern over the asset figure on the AGAR Section 2. This would be investigated.

A discussion took place on the Asset List which the Clerk advised needed to be updated to ensure the correct insurance values were shown on the insurance schedule. She would circulate.

-Clerk

8.2.3 Agreement of Governance Statement

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes.

8.2.4 Agreement of Accounting Statement

The statement was agreed as correct and would be signed by the Chairman when the current restrictions lifted.

9. TRAFFIC

9.1 LHI Applications 2021/22 –Application for 40mph buffer zones

It was agreed that the Clerk and Cllr Austin complete the application form and submit to the County Projects team.

-Cllr
Austin &
-Clerk

10. PLANNING/TREE WORK APPLICATIONS

10.1 Planning Applications

10.1.1 Planning Ref 20/02132/FUL

27 Hay Street –Replacement Dwelling

Details of the proposal had been discussed by Councillors before the meeting to make sure all information was available. Cllr Traverse-Healy took the Chair.

Cllr Traverse-Healy advised that it had been confirmed that there was no longer a separate entrance on the plan. He proposed that the Parish Council recommend support and ask for the permitted development right to be withdrawn. This would reduce the potential of any further

-Clerk

expansion without planning permission. The proposal was agreed by all Councillors.

Recommendation-Support

The Parish Council would like the permitted development right to be withdrawn.

10.2 Comments on Draft Section 106 Agreement –S/1887/18/OL at Station Road

The draft had been circulated and Councillors agreed that the content was the best result that could be achieved. Sight of the draft ecological report would have been a bonus but Councillors were aware that they were not permitted to see the report at this stage.

The Chairman pointed out that discussions would need to commence on affordable housing sites in the village with the identification of possible locations. Cllr Williams offered to arrange a visit by the South Cambridgeshire District Council Housing Officer when needed.

The Clerk to add Affordable Housing to the next agenda.

-Clerk

10.3 Planning Ref S/4541/19/FL 8 Craft Way (withdrawal of Objection)

The Planning Officer, Sumaya Nakamya, had contacted the Parish Council to advise of modifications to the plans and asked if Councillors would consider withdrawing their objection.

At that time lockdown was underway with no plan in place for a remote Parish Council meeting. On CAPALC advice the request was circulated to Councillors who agreed that as the upstairs window had been removed from the plan, and the proposed extension was only just over the permitted development size, they would withdraw the objection. The Clerk then advised the Planning Officer of the decision.

The Clerk added that she had received a question on this decision from a neighbour and had forwarded a reply.

11. CORONAVIRUS VOLUNTEER GROUP UPDATE

It was noted that there were several groups in the village providing assistance to people shielding or vulnerable. Cllr Williams was keeping the Chairman and Cllr Belson up to date with information. She advised that the SCDC Patchworkers had reported no serious issues that could not be dealt with. The Townlands Trust had been very supportive.

The Chairman formally thanked everyone who was helping during this time.

12. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING:

12.1 Allotment Society

The society had sent an update to the Clerk with a request to erect a polytunnel. There had been a demand on the site for some time and recently there had been an opportunity to purchase one which could be erected on the vacant half plot. This would reduce the pressure for individual polytunnels. The structure could be taken down and removed if necessary.

Councillors and the Chairman, as landowner, had no objection. Clerk to advise the Allotment Society.

-Clerk

13. COUNCILLORS' ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

13.1 Odsey Traffic Sign

Cllr Bird reported that the sign was down which made the road dangerous. He agreed to report on the County Council website. The Clerk to forward a link.

-Clerk

14. DATE OF NEXT MEETING –Monday 13th July 2020

There was no further business and declared the meeting closed at 7.50 pm

Chairman

Date