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**Minutes of the Bluntisham Parish Council Meeting
Monday 6th July 2015 at 8pm in The Village Hall, Mill Lane, Bluntisham**

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

Also present: Cllr Robin Carter & approximately 10 members of the public

	<p>Open Forum: Mrs Parker – asked for an update on the footpath between Bluntisham and Needingworth and stressed the fence which is now in situ along the Needingworth side is very out of place. Mr Rob Gore read out Cllr Steve Criswell’s email regarding the latest update. The clerk advised that the decision to fund the fence was made by the PC over 2 years ago and money has been allocated into the budget to support these costs. Sue Everest – asked about the decision to turn off some street lights and wanted to know if Bluntisham would be impacted. Cllr Carter advised that the lights Bluntisham have are unable to be dimmed and are not on the schedule to be switched off. The footpath along Rectory Road to the petrol Station is still being used by bikes and lorries. Can this be designated as pedestrian footpath only? Vehicles are parking on both footpaths on both side of the road which is damaging the footpath. Mr Frank Hudson is to speak to Cllr Criswell and the clerk is to write to CCC formally to get a response on behalf of the PC. Joe Parker – asked if the decision to permanently reduce the speed limit along Colne Road to 20mph is made can we not have the humps which are along the Colne/Somersham Road. These are far too high and have caused several near misses. Mr Rob Gore advised that these have already been inspected and Cllr Carter advised if anyone wishes to complain they should do so in writing to Colne PC & Cllr Steve Criswell. Joan Gutteridge – informed the committee of the speedy response by Mr Frank Hudson to a recent tree which had blown down in the Poplars. All was cleared away and removed within 2 hours of the initial report. The committee formally thanked Frank Hudson for his efforts.</p>	<p>Frank Hudson Clerk</p>
2133	Dispensation Forms received and decisions given – Nothing to report	
2134	Declarations of interest for items on the agenda – The Chairman told Mr Mike Francis & Mr Ian Shepherd to declare an interest in the affordable housing item 2142.	
2135	Apologies for absence – Mrs Kathy Searle & Cllr Steve Criswell	
2136	Minutes of the Parish Council meeting dated 1st June 2015 to be approved and signed – Minutes approved and signed by the Chairman. (<i>Proposed Mr Frank Hudson, seconded Mr Rob Gore. All agreed</i>)	
2137	Matters arising from previous minutes – Item 2122 Mr Ian Shepherd clarified the costs of the website will be approximately £45 including the purchase of the domain name. Also future maintenance of the site might incur costs which need to be factored into the budget. This is to be decided by the finance committee.	
2138	Speedwatch - Mr Brian Robins attended the meeting to give a summary of the work carried out by speedwatch on behalf of Cambs Constabulary. There are now 214	

	<p>groups involved in the speedwatch scheme which has now been operational for 10 years, with over 2000 volunteers. The scheme doesn't set out to fine motorists but to warn them about their speeding habits and to encourage them to slow down. He confirmed that the police do not have the manpower to carry out routine speed watch activities but they use the data gathered from these efforts to target known offenders and known speeding zones within the district. All motorists who are caught speeding are written to by the police and any more than 3 letters to the same driver receive a visit from a police officer, who will then carry out a spot check on their vehicle ensuring all documentation is correct and up to date. Those people who do not live in the district are also targeted and caught using other methods. This scheme has proven to be very cost effective as it is primarily run by volunteers. Traffic measuring systems can also be carried out by speedwatch. The recent monitoring along Rectory Road, Bluntisham which was carried out in March identified there wasn't too much of a problem, however, it was later identified that the B1050 was closed, which might have impacted on the users of this road during this period. The next time speedwatch will ensure all local roads are open.</p> <p>Due to the large number of groups involved in the scheme speedwatch do struggle with equipment as so many people want to use it at the same time and they are encouraging parishes to buy their own equipment, which costs approximately £3200, although cheaper options are being investigated. This consists of a display board showing the speed motorists are travelling, tripod, high vis jackets, signage, voice recorders, counters and a bag to carry it all in.</p> <p>Mr Robins stated that they would like to get a team back together in Bluntisham, anyone interested is to contact the clerk who will pass their details onto Brian. Training is provided and equipment will be loaned initially, letters are sent and follow up visits are all taken care of by the police.</p> <p>The meeting then encouraged questions from the committee and members of the public:</p> <ul style="list-style-type: none"> • Concern was raised with cars overtaking cyclists going over the bridge exiting the village. Brian advised that all sorts of other traffic offences occur, however, he was only concerned with speeding which is easy to prove. • Brian confirmed that speedwatch operates in 20, 30 & 40mph zone in daylight hours only. They have to be positioned 110 metres from the national speed limit to the display board on entering a village, however, they can be on the sign on the exit from the village. • A question about how the number plate is recorded and Brian confirmed that all number plates are manually recorded as cameras can violate a person's privacy. The scheme is non aggressive and safe. 	
2139	<p>FY2015/16 Accounts – to end June 2015 – No concerns were raised with the accounts during this period. Total receipts £3538.39 & total expenditure £6851.54. Closing bank balances: Lloyds 0933915 - £39918.66 Lloyds 0934024 - £5077.41 Cambs building society - £51561.57 <i>(Proposed Mr Rob Gore Seconded Mr Mike Francis. All agreed.) Annex 1</i></p>	
2140	<p>Accounts for payment and sign cheques for June payments –Mr Gary James and Mr Frank Hudson signed the cheques and no concerns with the payments for the month. <i>(Proposed Mr Frank Hudson seconded Mr Gary James. All agreed.)</i></p>	
2141	<p>County Council & District Council reports – Cllr Steve Criswell couldn't attend the meeting but sent a summary as follows: The plans for the off-line sections of the new cycleway have been shared with the 3 landowners and meetings held with their agents. I am not aware of any problems, but</p>	

	<p>no final report has been received. I am dealing with the fencing issues, so please bear with me and I will report back once the land is secure.</p> <p>Cllr Carter congratulated the Chairman on her appointment.</p> <p>District council issues:</p> <ul style="list-style-type: none"> • All ward members have been written to and will be liaising with Parish Councils to identify all the bad spots for weeds on the highway. They accept that this should be carried out earlier in the year and will be done in future years. For this year HDC will be treating the bad areas as needed. • HDC are trying to collate a definitive list of all grass areas and who is responsible for cutting these. They are starting with the large Town Councils and then will be contacting the Parish Councils for their details in due course. The intention is to provide the call centre with the information to be able to share with callers as and when needed. • Another major restructure is taking place at HDC with the Operations Team. Eric Kendal was made redundant and a complete review of the structure is now taking place. The intension is to make the service fit for purpose and become pro-active and not re-active. <p>Local issues:</p> <ul style="list-style-type: none"> • The price for installing a LED light outside 18 Hollidays Road is £1350. It was agreed to pass this onto the Finance committee to discuss. It was agreed that this area is pitch black and several minor accidents have been reported. • Confirmation that the green bin charge cannot be included onto households council tax bills but HDC are hoping to be able to offer DD payments for future years which will save on the transaction costs. • Thanks to the Hall Management Committee for listening to the needs of the Over 60's group, however, it appears that Needingworth will offer a 50% reduction on their hall costs for community groups. Robin thinks that HMC should discuss this again to consider the needs of this local group. The clerk advised that the agreed £10 per hour was offered to the group, however, she hasn't heard any response from the group leader. 	Clerk
2142	<p>Planning – the clerk advised that following a discussion with Helen Fortune from Accent Nene negotiations are still taking place with both land owners, Station Road & Mill Lane, and a decision as to which site is hoped to be made by the end of July. Plans will then be drawn up and submitted to Huntingdonshire District Council for approval and they aim to be on site in 2016. Further updates will be posted on the Parish Council facebook page and the news section of the website. Visit: www.facebook.com/bluntishamparishcouncil and click 'like' to be kept up to date www.bluntishamparishcouncil.org</p>	
2143	<p>Village maintenance</p> <p>The Chairman thanked Joe Parker for concreting the benches in place.</p> <ul style="list-style-type: none"> • Badger problem – youth shelter. Cllr Mike Francis asked if this item could be removed from the agenda as the holes have been re-concreted in place and don't appear to be causing a problem again. Thanks to Joe Parker for doing this. • Grass Cutting – the clerk advised that due to an overspend in the grass cutting parish budget that the schedule to cuts will be reduced for the next month or two. The clerk has received correspondence from CCC regarding the public rights of way cutting, which has been delayed due to staffing changes. Three scheduled cuts are due to take place as follows: June, August, October (if needed). They are asking for each parish to advise them if the schedule hasn't been followed and advised that future years this will start earlier with the first cut taking place in May, July and October (if 	

	<p>needed) Short Lane has now been added onto CCC schedule.</p> <ul style="list-style-type: none"> • School car park – verge cutting to improve sightline. It was discussed this area needs to be cut back as visibility getting out of the car park and also access to the new footpath are significantly impaired due to brambles, etc. A working party of volunteers is to be set up to cut back if CCC Highways are unable to undertake the job. The Chairman is to speak to Brian Murdoch to arrange a date for the work. <i>(Proposed Mr Ian Shepherd, Seconded Mr Mark Berg. All agreed.)</i> 	Margaret Lumb
2144	<p>Health & Safety:</p> <ul style="list-style-type: none"> • Update following Councillors village walk - Mr Alan Moules took pictures of several trees, which couldn't be identified as to the ownership. He is to send these to the clerk for further investigation. Where home owners are responsible the clerk is to write to them and where the Parish are responsible a working party is to be set up to trim as necessary. Several hedges are also overhanging Meeting Walk. The clerk is to write to the home owners and ask them to cut both sides of their hedges. The large tree on right hand side of Meeting Walk belongs to the parish and needs to be trimmed. The clerk is to add this onto the hedge cutting schedule for September. • Holliday's road footpath is getting narrower and narrower due to the verge growing over the footpath. CCC Highways have said that there is no money to repair the footpath which is likely to be damaged under the verge. During the walk about Mrs Kathy Searle suggested using community service volunteers to carry out some village maintenance work. The clerk is to contact the probation service to find out more details. • A suggestion to use the village phone box as a book exchange was made. Shelves would be needed to be installed into the box and a do's and don'ts list is to be drawn up. The clerk is to contact neighbouring councils to see how successful it is. • Play park proposed refurbishment - Thanks to Mark Berg, Alan Moules, Philippa Hope and Tracey Davidson for the recent immediate repairs to the park floor surface. The grass seeding and matting will be replaced after the end of the school summer holiday. Philippa Hope discussed that if we were to repair all the suggested items from the ROSPA report using HAGS SMP it would cost just over £3500. Having spent over £6500 in the past 5 years on repairs to the play park a suggestion to replace the park was put forward. Earith PC have recently funded a new skate park with grants from WREN and Mick George. If the parish were successful with a grant for refurbishment works then a 10% contribution would be expected of approximately £5000. The clerk showed some plans of potential refurbishment of this area. It was agreed to go ahead with trying to secure funding for refurbishment of the park and to include the community in the decision of what items are included as part of the meeting on 12 September. The Chairman received correspondence from the local Brownie group stating how they would love a new play park with some new equipment. <i>(Proposed Mrs Philippa Hope, seconded Mr Mark Berg. All agreed)</i> • As part of this project Philippa Hope suggested installing some outdoor gym equipment. The clerk advised that she had received correspondence from parishioners who are in favour of this equipment and would strongly advise people to go to Brampton or Ramsey parks who have outdoor gym equipment in situ. It was agreed that while obtaining quotes for the park refurbishment that the clerk is to get quotes for installation of approximately 6 pieces of outdoor gym equipment. This is also to be funded by grant money with a 10% 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk/Philippa Hope</p> <p>Clerk/Philippa Hope</p>

	contribution from the parish council (Proposed Mrs Philippa Hope, seconded Mr Mark Berg. All agreed.)	
2145	Reported problems – A Blue van parked on St Mary’s Road which is taxed and insured has grass growing out of it, unfortunately as it is taxed no action can be taken.	
2146	Newsletter – The clerk shared the latest copy of the newsletter for comments and asked Mark Berg and Anne Parsons to share their personal summary for the introduction. It was agreed to include the new website in the newsletter. The clerk is to get it off to the printers by Wednesday 8 th July and will send round a list of streets to be shared out equally for distribution by 21 st July.	Mark Berg, Anne Parsons, Clerk
2147	Volunteers Policy – It was agreed that if volunteers are to be encouraged to undertake tasks within the parish that they should all adhere to a set of guidance. The clerk has written a policy which covers all aspects of Health & Safety and ensures the safety of volunteers at the same time as covers the parish for any unauthorised activity. This policy is to be shared with anyone who is carrying out volunteer work for the parish. (Proposed Mrs Philippa Hope, seconded Mr Ian Shepherd. All agreed.)	Clerk
2148	Time Banking – it was agreed that in order for this to work a paid coordinator needs to be employed which is going to be at an approximate cost of £3,000 pa by the parish council. Additional grant funding can be obtained to cover the remaining 60%. A decision to invite the Somersham coordinator along to the meeting on the 12 September to gauge the parish interest/demand before making a decision was agreed. Mr Rob Gore is to invite Somersham along to the open day.	Rob Gore
2149	Neighbourhood Plan – Mrs Philippa Hope opened the discussion having read the Houghton and Wyton consultation document and commented that there isn’t the need in such a small parish. Mr Mike Francis agreed with this and a decision not to include this onto our parish plan was made.	
2150	Parish Council Plan (5 year plan and action plan merged) – these two documents have now been merged and the clerk shared for comments. This is to be a working document with all parish projects however minor included. The clerk will ensure this is available to view on the website as well.	Clerk
2151	Website – update from Ian Shepherd – A link to the new website was shared prior to the meeting and Mr Ian Shepherd shared the highlights with the council. It was agreed that Ian Shepherd and the clerk are to liaise to make changes and to import all relevant documents onto the site. It was agreed to include this in the newsletter and all thanked Ian for his efforts. A nice streamlined website which works really well on mobile devices, as proven at the meeting.	Ian Shepherd/Clerk
2152	Social Media Policy – the social media policy was approved by the council. The clerk is to ensure it is available on the website. (Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.)	Clerk
2153	Committee updates: <ul style="list-style-type: none"> • HMC – 15.6.15. Mr Mike Francis challenged the charging for the over 60’s and wanted to discuss this further. Mr Mark Berg and the clerk confirmed that the decision to offer a reduced rate of £10 per hour until January 2016 was suggested by the Over 60’s and already offers a significant reduction on the whole hall hire rates. • Finance – 22.6.15 Mr Rob Gore advised that the grounds man fees will be overspent, however, we are trying to reduce this as much as possible. Allotment fees to be reviewed before the annual meeting. The spending plans were reviewed and the way in which they are presented will be made clearer. This will be completed by the next finance meeting. It was agreed to include the bank balances information onto the monthly accounts summary and also in the newsletter. Early discussions about the precept took place and the 	

<p>has also commented on such a good job. If this doesn't solve the problem then we need to cut the ditch back further, however, it will be a few months before we know this.</p> <p>Mrs Margaret Lumb asked for a future agenda item to be included asking for any topics for future meetings. This is to encourage members of the public to suggest agenda items. The council still have time to add further items at a later date, subject to their terms of reference.</p>	Clerk
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Meeting closed 10.20pm

Next meeting: 3rd August 2015

Dates of Future Parish Council Meetings –2015

September	Monday 7 th September
October	Monday 5 th October
November	Monday 2 nd November
December	Monday 7 th December

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