



HARSTON PARISH COUNCIL

(Noticeboards: High Street and Queens Close)

Minutes of the Parish Council Meeting held on Thursday, 2nd July 2020 via zoom commencing at 7.30pm

PRESENT:	<p>Councillor Niall O'Byrne (Chair) Councillor Dominic Bellamy Councillor Sandra Carroll Councillor Trevor Goldberg Councillor Martin Harris Councillor Fraz Mir</p>
	<p>Members:11 Quorum 4 Diane Bayliss - Clerk 10 members of the public present District Councillors Mason & Sollom</p>

The meeting opened at 7.35pm

20-21/34	<p>Apologies for Absence <i>(LGA 1972 S 85(1))</i> Councillor Mallyon (previously approved) Absent: Councillor Benning;</p>
20-21/35	<p>Members' Declaration of Interest for Items on The Agenda + Requests for Dispensation <i>(Localism Act 2011 s 31 s 33)</i> None</p>
20-21/36	<p>Open Forum for Public Participation (15 Minutes) <i>At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.</i> Craig Larter and Tim Dagnell-Scott from County Broadband gave a brief presentation on their proposal for a new full fibre network which can be installed in an area alongside the existing infrastructure so that there is no interruption in service. Once it is live people in the area will have access to speeds up to 1000mbps. The company is currently in the early stages of engagement to find out if the village is interested. Several residents of London Road attended the meeting to make the case for a speed reduction on London Road from 40mph to 30mph. This matter is on the agenda for discussion this evening.</p>
20-21/37	<p>To Approve Minutes of Meeting Held 4th June 2020 It was proposed by Councillor Mir, seconded by Councillor Bellamy, and resolved that the minutes of the meeting held on 4th June 2020 are approved. The minutes will be signed by the Chairman as soon as practicable.</p>
20-21/38	<p>Matters Arising Councillor O'Byrne confirmed he had written to the GCP to inform them of the parish council's support for the Foxton Travel Hub. He had also written to Karen Pell-Coggins at SCDC to reiterate the parish council's support for the proposed development at the Tanner and Hall site, Station Road.</p>
20-21/39	<p>Clerks Report The clerk 's report had been circulated to councillors prior to the meeting. There had been no further response from the company asking to run a mobile café on the recreation ground.</p>
20-21/40	<p>Update on COVID-19 Volunteer Scheme</p>

The area volunteer teams continue to run well.

A considerable amount of information has been received by the clerk since the beginning of the outbreak and this now includes risk assessments for reopening the pavilion and the recreation ground.

20-21/41

County and District Councillors Reports

a. There was no report from the County Councillor.

b. Councillor's Ian Sollom and Tony Mason attended the meeting, a written report had not been circulated. Councillor Sollom gave a brief update from SCDC and the following points were noted.

- The Foxton Travel Hub proposal was approved at the GCP board meeting held in June.
- Responses to the Hauxton Park and Ride should be made by 16th July.
- The Prime Minister had announced changes to planning regulations which are due to come in in September.
- Playgrounds are reopening and signage is available from the District Council. (Harston has already placed an order for 3 signs).
- The Zero Carbon Communities Grant is open now and has three themes this year: cycling, community buildings and tree planting. Application guidance has been updated on the website.
- Local Plan – The deadline for the Green Infrastructure Mapping Consultation is the end of July.
- Local Plan – a list of potential sites should be published over the summer although it will not have any planning weight at that stage.
- East West Rail – surveys are being carried out all over the place and there is currently no indication of where the route will go.
- Councillor O'Byrne reported that although he had been assured that the PC would be kept informed this has not been the case.

Highways

It was proposed by Councillor O'Byrne and resolved that item 20-21/31 Speed Limit on London Road is brought forward for discussion while the residents are in attendance.

London Road Speed Limit

Councillor Harris declared a personal interest in this matter as he lives on London Road.

Councillor O'Byrne had circulated a paper outlining three possible options for pursuing this matter.

1. Withdraw our current Local Highways Improvement [LHI] bid for a reduction of the speed limit near the school on Station Road, Harston from 30 MPH to 20 MPH and replace it with a bid requesting a reduction on London Road from 40 MPH to 30 MPH.
2. Maintain our current LHI bid concerning the school but agree that our next LHI bid in 12 months' time will be a request to lower the London Road speed limit.
3. Go for a non-LHI option by requesting Highways for a London Road change in speed limit under the Local Speed Limit Policy.

As none of these options was without difficulty Councillor O'Byrne shared a fourth option which would be to put one of the parish council SID's cameras (not yet purchased) on London Road to monitor the traffic and submit the data to the County Council. The data would need to be collected post-COVID to give an accurate report of the traffic speed. The Parish Council could then decide as to whether there is enough evidence to justify the expenditure of asking the County Council to carry out a speed survey.

It was proposed by Councillor O'Byrne, seconded by Councillor Harris and resolved that the council use the SID's to monitor the speed of traffic on London Road in order to provide the necessary data to the County Council for consideration.

20-21/42

Planning Matters

a. **Planning Applications**

20/02102/FUL 15 New Road Harston CB22 7QG Two storey side and part rear extension (Councillor Bellamy reported that this is a semi-detached house/the other house already has a similar extension. The neighbour most affected has already commented on the planning portal that they have no objections to the proposal.

It was proposed by Councillor Bellamy, seconded by Councillor Mir, and resolved that the council support the application.

20/02066/FUL 180 High Street Harston CB22 7QD Erection of a residential development containing nine units comprising a mixture of houses and apartments along with access, car parking, landscaping, and associated infrastructure following demolition of existing buildings. Councillor O'Byrne reported on the application and reminded the council that they had had a presentation by the developer at a previous parish council meeting. The proposal is for total clearance of the site and the building of 9 units, five 3 bed 2 storey; two 4 bed 2 storey and two apartments: one 2 bed and one 3 bed. There is no sign of any affordable housing, and the only comment received from a member of the community recommended that the original main structure should be kept. Concerns were also raised about the height of the buildings.

It was proposed by Councillor Harris, seconded by Councillor Carroll and resolved 3 in favour, 2 against that the council support the application in principle however the council would like the height of houses 6 & 7 and apartments 8 & 9 to be reviewed as they consider them too high.

20/02456/FUL 123 High Street Harston CB22 7QB Installation of 2 no. Jet Wash Machines and Air/Water & Vacuum Machines & Bay. Councillor Goldberg reported on the application outlining the size of the proposed structures (2.6m high jet washers) and concerns about the impact this business activity would have on the surrounding environment. 31 nearby properties had been written to for responses and the parish council had had an email from one resident expressing concerns. It was noted that the previous planning approval had not been carried out.

It was proposed by Councillor Harris, seconded by Councillor Carroll, and resolved that the parish council object to the proposal stating the following material considerations: Overlooking / loss of privacy, Loss of light/overshadowing, Highway Safety, Traffic, Parking, Noise, Design, appearance and materials and Nature Conservation and or impact on protected trees or the landscape.

Action: Clerk to send responses to District Council.

b. Planning Notifications

CCC/20/040/FUL Land to The North/north-west Of Hauxton Road (A10), To the North-west and North of Junction 11 Of The M11 And To The West Of Cambridge Road (A10), CB22 5HT. Proposed Travel Hub, to include car parking, cycle, coach, and horse parking, travel hub building, photovoltaic panels, substation, lighting; significant infrastructure improvements to include road widening of the A10 along Cambridge Road, Hauxton Road and M11 Junction 11 north bound slip road, and a new dedicated busway to include strengthening of existing agricultural bridge; provision for a new Shared Use Path, including new bridge across the M11; with associated drainage, landscaping (including reconfiguration of bunds), biodiversity enhancement areas and infrastructure.

Councillor O'Byrne had attended several meetings over the last few years related to this proposal and gave a brief overview of the background to it.

It was proposed by Councillor Bellamy, seconded by Councillor Goldberg, and resolved that the Parish Council makes no recommendation on the proposal.

Action: Clerk to respond to the County Council.

20-21/43 Harston Community Fridge (Food Hub) (Councillor O'Byrne)

- a. The food hub was opened on Saturday 29th June by Councillor O'Byrne. It will be open on Saturdays and Wednesdays. It is unclear at this stage on how much of a demand there might be.

20-21/44 Annual Governance and Accountability Return

- a. **It was proposed by Councillor Bellamy, seconded by Councillor Goldberg, and resolved** that the internal audit report is received by the council. All matters for attention were noted and would be actioned by the Clerk to the Council.
- b. **It was proposed by Councillor Bellamy, seconded by Councillor Harris, and resolved** that Ben Stoehr of LGS Services is appointed as the Internal Auditor for 2020-21.
- c. **It was proposed by Councillor Mir, seconded by Councillor Goldberg, and resolved** that the Council approve the Annual Governance Statement and that it should be signed by the Clerk and the Chairman.
- d. **It was proposed by Councillor Bellamy, seconded by Councillor Harris, and resolved** that the Council should approve the Annual Accounting Statement as signed by the clerk and that it should be signed by the Chairman.

Action: Clerk to take the documents to the Chairman for signature as soon as possible.

20-21/45 Financial Matters

a. The internal auditor had requested the parish council check whether it was acceptable to SCDC to invest the s106 funds with the Churches, Charities and Local Authorities (CCLA). They also asked the parish council to find out what the risk might be of the capital reducing in value if share prices were to drop dramatically and whether the funds are covered by the Financial Services Compensation Scheme. The clerk had contacted both SCDC and the CCLA with reference to these matters and had circulated the response to the finance working group and the chairman for consideration.

- SCDC had confirmed that they had no problem with the funds being deposited with CCLA.
- CCLA confirmed that their accounts are not covered by the FSCS however, any risk is spread across many high-quality counterparties reducing the risk for the deposit fund. CCLA has a very robust process for reviewing several Governance and related responsible investment factors when considering which financial institutions they will invest with.
- CCLA also confirmed that funds deposited with them are not invested in shares.

Action: Clerk to investigate other options for investing the funds before a final decision is taken.

b. A brief finance meeting had been held via zoom at 7pm this evening. The invoices and bank reconciliations had been reviewed, there is one payment to the SLCC which needs to be clarified.

It was proposed by Councillor Bellamy, seconded by Councillor Harris, and resolved that the bank reconciliations for May are approved.

c. **It was proposed by Councillor Bellamy, seconded by Councillor Mir, and resolved** that the July account payments are approved and paid.

Action: Clerk to set up payments

				Confidential
Diane Bayliss	Salary			
Jason Trueman	Cleaner	£78.00	£0.00	£78.00
John Jennings	Caretaker	£210.00	£0.00	£210.00
		Net	VAT	Gross
Diane Bayliss	Travel/ Clerk's Expenses	£36.60	£0.00	£36.60
LGS Services	Internal Audit Fees	£125.00	£25.00	£150.00
Red Shoes Accounting	Payroll	£37.50	£7.50	£45.00
PrimeXeon	Website Domain	£15.00	£3.00	£18.00
Eon	Street Lighting	£83.11	£4.16	£87.27
D P Gardenworks	Grass Cutting	£1775.00`	£0.00	£1,775.00

20-21/46 Recreation Ground/Pavilion Matters

a. New guidelines have been provided by the government about reopening the play area. It was agreed that parents/carers and users of the equipment must take responsibility for hygiene measures and for maintaining social distancing. Signs provided by the District Council will be put up as soon as they are available.

b. Councillor Goldberg had been through the ROSPA play area report and gave a brief overview of how the report is compiled and how the potential risk score is calculated. All items noted on the report are low risk and minor repairs to the trampoline and the rocking horse will be carried out as soon as practicable. The shackles on the swings still need to be replaced, however there has been some confusion with Wicksteed as to whether they are their swings or not and this still needs to be clarified or the shackles purchased elsewhere.

It was proposed by Councillor Harris, seconded by Councillor Goldberg, and resolved that the council cut down from four to two play area inspections per year.

Action: Working group to produce an action plan to carry out the necessary remedial works.

Action: Clerk to contact Play Safety to change arrangements for inspections.

c. A draft advert had been circulated to members of the recreation ground working group and a member of the orchard group and the football club. No further comments on the role had been made. It was agreed that a recreation working group meeting would be held via zoom to discuss the position, including the hourly rate and how many hours per month. The clerk will speak to the current caretaker to see how long the various duties take.

- d. Action: Clerk to arrange working group meeting.
- e. Several issues including dog fouling, leaving rubbish and people failing to maintain social distancing requirements had been reported to the Council, therefore the Chairman suggested that the Council might investigate the installation of CCTV at the site.
It was proposed by Councillor Goldberg, seconded by Councillor Mir, and resolved that the council investigate the possibilities for CCTV on the recreation ground.
Action: Clerk to investigate options available and costings.
- f. The football club representative had not been present at the meeting; therefore, this matter was deferred until the meeting on 6th August.
- g. **It was proposed by Councillor Mir, seconded by Councillor Harris, and resolved** that the fair does not visit the recreation ground this year owing to the current situation with COVID 19. It will be made clear to Mr Harris that the council would welcome an approach for next year.
Action: Clerk to notify Mr Harris.

20-21/47

Highways

- a. Item discussed earlier in the meeting.

20-21/48

HRG

Councillor Bellamy reported on the HRG meeting held on 16th June.

- The date for the next litter pick is 20th September.
- The Greener Harston Group are looking to plant some bulbs in the village and may contact the parish council for a contribution.
- Confirmation requested for insurance status for the group.
- A suggestion had been put forward about cutting the verge between London Road and Newton, and on Station Road, thus making it easier for pedestrians.

Action: Contact the County Council for information about cutting this stretch of road.

20-21/49

Agenda Items for The Next Meeting

Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

- CCTV
- Container for the recreation ground
- Update from recreation ground working group
- East West Rail (surveys)
- Request for funding HRG
- Clerks Appraisal

20-21/50

6th August 2020 (via zoom)

Meeting Closed at 10.39pm

..... Chairman

..... Date