



HARSTON PARISH COUNCIL

(Noticeboards: High Street and Queens Close)

Minutes of the Parish Council Meeting held on Thursday, 6th August 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 Councillor Dal Benning</p>	<p>Members:11 Quorum 4 Diane Bayliss - Clerk 4 members of the public present District Councillor Sollom</p>
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The meeting opened at 7.35pm

20-21/51	<p>Apologies for Absence <i>(LGA 1972 S 85(1))</i> Councillor Mallyon (previously approved)</p>
20-21/52	<p>Members' Declaration of Interest for Items on The Agenda + Requests for Dispensation <i>(Localism Act 2011 s 31 s 33)</i> None</p>
20-21/53	<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> Mrs Hayde expressed her concern about the parish council response to the planning application at the Vujon, and in particular comments made by the Chairman which in her view were intended to sway councillors into approving the application rather than properly consulting with, and representing the view of the community. The Chairman responded that Councillors as elected members are representatives of the community not delegates. Councillor Mir also commented that the councillors as residents themselves, are keen to represent local people and do ask for feedback from the community when considering planning applications.</p>
20-21/54	<p>Co-option of Parish Councillors Three expressions of interest in becoming a parish councillor had been received by the Clerk and information and an application form had been sent to all three. No applications had been received at the time of this meeting therefore no co-options will take place this evening.</p>
20-21/55	<p>To Approve Minutes of Meeting Held 2nd July 2020 It was proposed by Councillor Bellamy, seconded by Councillor Mir, and resolved that the minutes of the meeting held on 2nd July 2020 are approved. The minutes will be signed by the Chairman as soon as practicable.</p>
20-21/56	<p>Matters Arising None</p>
20-21/57	<p>Clerks Report</p>

20-21/58	<p>The clerk 's report had been circulated to councillors prior to the meeting. It was noted that the telephone box had been vandalised and that a member of the community had offered to repair it at a cost of £15-20. The Clerk had authorised this work under delegated powers.</p>
20-21/59	<p>Zero Carbon Communities Grant</p> <p>Councillor Goldberg reported on the Zero Carbon Communities Grant meeting he had attended over Zoom. He will circulate the slide presentation from the meeting before the next meeting when the council can consider what might be an appropriate suggestion for an application. He also suggested asking the HRG if they have any ideas for an application.</p> <p>Action: September Agenda.</p>
20-21/59	<p>County and District Councillors Reports</p> <p>a. There was no report from the County Councillor.</p> <p>b. District Councillor Ian Sollom attended the meeting, a written report had not been circulated. Councillor Sollom gave a brief update from SCDC and the following points were noted.</p> <ul style="list-style-type: none"> • Relatively quiet month at the District Council. • Changes to shielding • Extension to 10 days isolation period for COVID • Council pushing a campaign that any used PPE it is fine to throw it into the black waste bin immediately after use. (Put on Social Media – look at District Council social media feeds) • Annual canvass for the electoral register has begun. Most people will not have to make any changes. • The planning white paper has been published which proposes quite big changes to how planning is to be approached. Parishes will be encouraged to consider the paper and make appropriate responses. Councillor O’Byrne asked what the timetable for implementation might be. Councillor Sollom thought it might take up to 12 months for it to come into effect.
20-21/60	<p>Planning Matters</p> <p>a. Planning Applications</p> <p>S/4057/19/OL Tanner and Hall Ltd Station Road Harston Cambridge Cambridgeshire CB22 7QP Outline planning permission for the demolition of existing buildings and provision of up to 16 dwellings up to 120sq.m of office accommodation access public open space and landscaping (including details of access and with all other matters reserved)</p> <p>Councillor O’Byrne reported that this was the third or fourth time this application had been sent to the council for consideration and that there are now 70 documents attached to the application. The council cannot comment on the latest change to the application which is to do with visibility splays as they are not qualified to do so.</p> <p>Councillor O’Byrne stated that the officer responsible for progressing the application had not yet published her report and asked Councillor Sollom what the timetable for publishing it was likely to be. Councillor Sollom confirmed that officer reports are usually sent out with the meeting papers 7-10 days before the planning committee meeting. Both District Councillor Sollom and Councillor O’Byrne will speak in favour of the application when it goes to the planning committee.</p> <p>District Councillor Sollom left the meeting at 8.07pm.</p> <p>20/03025/HFUL 1 Moorfield Harston CB22 7TP. Proposed new single storey boat store and workshop: Councillor Harris reported on the application which is in the front garden of the property and is essentially a very large garage (11m long and 6.3m wide at the narrowest point), larger than the original application for a two bedroom house (two previous applications for the site had been submitted and subsequently withdrawn. The parish council had objected to the application for the two-bedroom house). There has been some feedback from residents who feel that this application is an overdevelopment of the site. There are also covenants on the existing properties which state that development cannot take place within 25ft of the building line where this application is only 16ft from the building line.</p> <p>It was proposed by Councillor Harris, seconded by Councillor Mir, and resolved that the council object to the proposal stating the following material considerations: layout and density, and design and appearance.</p>

20-21/61 Harston Food Hub (Councillor O'Byrne)

- a.
- Councillor O'Byrne visited the food hub on Saturday 1st August and reported that the project is progressing well and is very fortunate to have the agreement of the Baptist Church to use their premises.
 - A grant application for £500 is currently being made to provide 6 months PPE to use at the Hub.

20-21/62 Parish Council Insurance Renewal

- a. **It was proposed by Councillor Bellamy, seconded by Councillor Goldberg, and resolved** that the quotation from Came & Co with Ecclesiastical Insurance for £1462.15 is approved. The policy will also cover activities of the Harston Residents Group which are approved and minuted by the PC without the need to finance a separate policy.

20-21/63 Financial Matters

- a. 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 Mir, and resolved that the bank reconciliations for June are approved.
- b. The Budget Reports had been circulated and were noted
- c. **It was proposed by Councillor Bellamy, seconded by Councillor Benning, and resolved** that the August 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
Cambridge Water	Cemetery Water Bill	£40.77	£0.00	£40.77
		Net	VAT	Gross
Diane Bayliss	Travel/ Clerk's Expenses	£108.60	£0.00	£108.60
Briar Alarms	Alarm Repairs	£65.00	£13.00	£78.00
Eon	Street Lighting	£80.43	£4.02	£84.45
D P Gardenworks	Grass Cutting	£1,165.00	£0.00	£1,165.00

20-21/64 Recreation Ground/Pavilion Matters

- a.
- Councillor Goldberg will contact Wicksteed directly regarding the swing seats.
 - The signage provided by SCDC has been installed.
- Action:** Clerk to forward emails from Wicksteed.
- b. The clerk had received an email from a resident of The Limes concerned about tree branches that overhanging the fence at the rear of his property.
The parish council had had the overgrowth cut back at least 2m from the boundary, and overhanging branches had been removed at council expense at the end of last year. It was agreed that no further work would be carried out before the end of the year.
Action: Clerk to write back to the resident.
- c. An initial quotation for CCTV to be installed at the recreation ground had been received at a cost of £995. The council agreed that information will be sought from the police as to whether the information gathered could be translated into evidence they could use.
Action: Clerk to contact PCSO to request information.
- d. A request had been received from the football club to place a 40ft storage container on the recreation ground. Concerns about such a large structure were raised, and the possibility of installing a more permanent structure was discussed.
It was therefore proposed by Councillor Mir, seconded by Council Goldberg, and resolved that the council approve the temporary installation of a 20ft cabin and that the council look into the concept of providing a more permanent structure which might be funded from section 106 monies.
Action: Write to the Football Club
Action: Seek costings for second garage

- e. As there had been no response to the adverts for a new caretaker for the recreation ground the council discussed various options for going forward once Mr Jennings had left the position at the end of August. There are three areas for consideration: the opening and closing of the gates and the collection of litter/emptying of bins/dusting the alarm system in the pavilion. Concerns about a potential rise in anti-social behaviour if the gates are left unlocked were raised. The possibility of installing automated gate locks or a rising bollard was discussed.

Action: Clerk to investigate costs of rising bollard/automated gate locks.

Action: Clerk to contact pavilion cleaner to see if he might take over some of the duties.

20-21/65

Highways

- a. As previously agreed, the SID's cameras will be ordered. Councillors Harris, Goldberg will undertake the installation of, and data collection from, the cameras. Permission to use lampposts to site the cameras will need to be sought from Balfour Beatty, and the Memorandum of Understanding with the County Council will need to be signed. Once sufficient monitoring has taken place, data can be shared with the County Council after which next steps can be discussed.

Action: Clerk to Order SID's and add to insurance policy.

Action: Gain relevant permissions; Councillors Harris and Goldberg.

- b. **It was proposed by Councillor Goldberg, seconded by Councillor Harris, and resolved** that the Council accept the quotation for £345 from South Cambs District Council for supplying and fitting a waste bin at Button End subject to permission from the landowner.

20-21/66

East West Rail

- a. Councillor Bellamy reported on the Cambridge Approaches (to East West Rail) Action Group who are proposing to hold a workshop on Tuesday 25th August. Councillor Bellamy is willing to represent the parish council if the members would like to be have an input into the group.

It was proposed by Councillor Carroll, seconded by Councillor Goldberg, and resolved that Councillor Bellamy should represent the parish council on this action group.

- b. A meeting had taken place on Wednesday 5th August with Roger Hickford from Cambridgeshire County Council to discuss the possibility of setting up a working group to set out a business case for the reopening of Harston railway station. Councillor Bellamy is to lead the group.

Action: Councillor O'Byrne to invite relevant parties to join the working group.

Councillor Benning left the meeting at 9.45pm

20-21/67

HRG

- a. Councillor Bellamy reported on the HRG meeting held on 21st July

- The group would like clarification from the County Council as to why the traffic island cannot be planted with wildflowers when other islands in the County have been left wild (including a strip of the M11).
- Concerns were raised about the Melbourne Greenway which looks as if it might go through the village green (although it is understood this concept has been withdrawn). Ownership of the green needs to be established by the parish council.

Action: Clerk/Councillor Bellamy to establish ownership of the village green.

- b. **It was proposed by Councillor Mir, seconded by Councillor Harris, and resolved** that the parish council fund the purchase of bulbs at a cost of £400 to be planted by Greener Harston Group.

Action: Clerk to notify group of the grant award.

- c. **It was proposed by Councillor Bellamy, seconded by Councillor Mir, and resolved** that the parish council donate £588 to fund the looking out weekend from section 137 funds.

Action: Clerk to notify group of the grant award.

20-21/68

Motion to Exclude the Public and Press

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 2020-21/69 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

It was proposed by Councillor Harris seconded by Councillor Goldberg and resolved that the meeting should be closed to the public and press at 9.59pm. The zoom meeting was locked.

20-21/69

Clerk's Appraisal

The Clerk’s appraisal had been carried out satisfactorily by the Chairman and it was agreed that a review of the division of work between the clerk and the chairman/councillors would take place at the end of the year. Any increase in hours would need to be factored into the budget proposals for 2020-21. It was proposed by Councillor Harris, seconded by Councillor Bellamy, and resolved that the clerk’s salary is increased by one spinal column point on the joint NALC/SLCC pay scales from July 1st, 2020.

The meeting was re-opened to the public and press at 10.05pm

20-21/70 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.

- East West Rail/Working Group
- Volunteers/Food Hub
- Update on CCTV/Recreation Ground
- Trees for planting around the village (September/October Agenda)

20-21/71 3rd September 2020 (via zoom)

Apologies Councillor Carroll

Meeting Closed at 10.13pm

..... Chairman

..... Date