



HARSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday, 1st July 2021
At the Parish Church

Present: Councillor Bellamy; Councillor Harris; Councillor Luffman; Councillor Stierer; Councillor Carroll; Mr Pearce Gould (Co-opted at item 21-22/47)

Members 11: Vacancies 2: Quorum 4

County Councillor King
District Councillor Sollom

21-22/45 Approval of Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Councillor Holdom: Personal (Approved)

Councillor Mir: Work (Approved)

Councillor Benning: Work (Approved)

21-22/46 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None.

21-22/47 Co-option of Parish Councillors

An application for co-option had been received from Rupert Pearce Gould

It was proposed by Councillor Stierer, seconded by Councillor Harris, and resolved that Rupert Pearce Gould is co-opted to the parish council. Mr Pearce Gould and the Clerk signed the Declaration of Acceptance of Office Form.

21-22/48 Open Forum for Public Participation (15 Minutes)

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.

There were no members of the public present.

21-22/49 Harston Parish Council Working Group and Committee Members

a. Working Group Appointments:

Recreation Ground: Councillor Stierer

Transport: Councillor Bellamy, Councillor Holdom, Councillor Pearce Gould, Councillor Arnold

Communications: Councillor Arnold, Councillor Carroll

b. It was proposed by Councillor Bellamy, seconded by Councillor Arnold, and resolved that Councillor Pearce Gould is appointed to the Planning Committee for the municipal year 2021-22. Councillor Arnold will withdraw from the planning committee.

c. Councillor Mir had confirmed that he was willing to continue as parish council liaison with the school.

Action: Clerk to update the website

21-22/50 Minutes of Previous Meeting

It was proposed by Councillor Arnold, seconded by Councillor Harris, and resolved that the minutes of the meeting held on 3rd June 2021 are approved and signed by the Chairman.

21-22/51 Matters Arising/Clerks Report (for information only)

- Harston PC have been successful in their LHI bid for flashing signs and road markings at Station Road near the school.
- Councillor Harris had attended a zoom meeting with the County Broadband Team and reported that the time scales for installation of full fibre broadband in Harston is 10-12 weeks starting very soon and hopefully being completed by the end of September.

Further to the request from the clerk, a query had been raised by Steve Figg about the free connection to the Sports Pavilion with Rob Andrews, the Head of Marketing and Communications. As soon as a response is received it will be passed on to the parish council.

The proposed location of the two telegraph poles, and the cabinet had not been considered suitable so are being reconsidered.

- Councillor Harris had not yet spoken to the Scouts about a possible storage area at the recreation ground.

21-22/52 Committee Meeting Minutes

It was proposed by Councillor Luffman, seconded by Councillor Stierer, and resolved that the Council receive the minutes of the Finance Committee Meeting held on 29th April 2021 (May meeting).

21-22/53 Matters Arising from Committee Meeting Minutes

None.

21-22/54 County and District Councillors Report

- a. The County Councillor had sent a report just prior to the meeting which had been circulated.
 - The deadline for the Cambs Local cycling and walking infrastructure plan consultation is 13th July.
 - The deadline for applications for the Cultivate and Innovate Fund is 1st August
 - COVID cases are up in Cambridge where high numbers of people have not been vaccinated.
 - All families of children who qualify for free school meals will receive vouchers to support them during the Summer holidays.

Action: Clerk to give Councillor Mir's details to Councillor King

- b. The District Councillor gave a verbal report to the meeting.
 - As COVID cases continue to rise in Cambridge continue to rise among 18-24's, people are being advised to avoid the city.
 - No response yet about the Pemberton Arms.
 - No response on Park House Wall.

21-22/55 Recreation Ground/Pavilion Matters

- a. Councillor Harris reported that he had checked the zip wire following comments by a parishioner at the last meeting and had not found any issues with it.
The clerk reported that a parishioner had emailed to say that all of the orange netting had not been removed as some of it is embedded in the hedge.

- b. Councillor Harris and the clerk had discussed obtaining a second quote for the works required to the play area, the clerk had contacted Wicksteed who were unable to quote for equipment unless it was their own. It had, therefore, been agreed that the quotation from Online Playgrounds would be accepted as per the delegated decision at the last meeting. A parishioner had requested that the damaged boards might be removed from the small tunnel mound.

Action: Councillor Harris will investigate removing the damaged boards.

21-22/56 Highways Matters

- a. The NRSWA course will take place on Monday 5th July. As soon as the course has been completed the necessary paperwork will be uploaded to the County Council website in order that the SID's can be installed and data collected.
- b. Councillor Arnold, Councillor Stierer and the Clerk had met with a representative of the company who will quote for the necessary works on the bus shelters. A quotation has not yet been received. It may be that additional quotes may be required depending on the costs involved.
- c. A 'walk around' meeting is to be arranged with the County Council Highways Officer. Councillors Bellamy, Pearce Gould, Harris, Arnold, Luffman all expressed an interest in attending the meeting.

Action: Clerk to arrange the meeting with Highways Officer.

21-22/57 Village Grass Cutting

- a. Councillor Carroll reported that there had been various complaints about grass cutting in the village, in particular at Queens Close and Meadow Way where clumps of grass are left which blow down the drains, it then comes to the surface of the drain and floats down the street when it rains.

Action: Councillor Carroll to take photos for the clerk to send to SCDC

- b. A letter had been received from Zion Landscapes asking the council to consider the difficulties experienced by the team trying to get round the whole village in one day and requesting an additional £150 per cut to make the contract feasible.

It was proposed by Councillor Arnold, seconded by Councillor Harris and resolved that the Council pay Zion Landscapes an additional £150 per cut for the remainder of the season.

Action: Clerk to inform Zion Landscapes

21-22/58 Village Green

- a. Further to a site meeting between Councillor Harris, Councillor Luffman, the Clerk and Zion Landscapes a quotation had been provided to create a bog garden on the village green in order to increase biodiversity. Quotations to install a small fence around the site will also be sought.

It was proposed by Councillor Harris, seconded by Councillor Arnold, and resolved that the quotation is approved subject to an approved list of the plants and a planting plan. (To be considered by Councillor Harris, Councillor Luffman and the Clerk).

Action: Clerk to accept quotation and source quotation for fence.

Action: Clerk to Signs: Make 6 signs.

21-22/59 Churchyard

- a. A request had been received from the parish church for a grant to help maintain the churchyard. As a specific amount had not been requested the matter was deferred until further information is made available.

Action: Clerk to obtain further information.

21-22/60 Transport Matters

- a. The response to the consultation had been posted and emailed to EW. There had been no confirmation of receipt. Once the summary of findings has been received, considerable work and skills will be required to address the issues for the more detailed stage of the application. The MP Anthony Browne is also carrying out a survey.

Action: Write to Combined Authority/County Council for information.

21-22/61 Harston Residents Group

- a. Councillor Carroll had attended the meeting on behalf of the Council and a report had been circulated with the minutes.
- b. It had been suggested by Councillor Holdom prior to this meeting, that there might be a reciprocal liaison person from the HRG who could either attend parish council meetings to raise issues or submit specific requests in writing. This suggestion was approved. Members of the HRG will be also be able to attend parish council sub-committee meetings.

Action: Write to Chair of HRG.

21-22/62 Planning Matters

- a. 21/02100/HFUL Byeways Station Road Harston. Part single, part two storey rear extensions including erection of a front boundary wall and gated entrance (part retrospective). Councillor Bellamy reported that the parish council had received some objections from neighbouring properties, however, he understood that the objections had been dealt with by the planners and that there were no material objections to the proposal. The Council would like the planners to attend the site during construction to make sure there is no damage to the drainage ditch.

Action: Clerk to respond to SCDC.

21-22/63 Parish Magazine Deadline 10th July 2021

- a. Items for the parish magazine this month will include information about setting aside some of the verges for wildlife; the remaining vacancy on the Parish Council; EWR and the successful LHI Bid.

Action: Councillor Arnold to complete report

21-22/64 Parish Council Website

- a. The Clerk had obtained a quotation for a new website which would be much more user friendly and accessible. Councillor Arnold had looked at the proposal and was satisfied that the website would meet the needs of the council. A meeting will be held to discuss the exact requirements and layout of the new site.

It was proposed by Councillor Arnold, seconded by Councillor Carroll, and resolved that the quotation from Parish Council Websites for £649 + £14 per month hosting fee is approved.

21-22/65 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 2021-22/66 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).
The clerk left the meeting at 9.50pm

21-22/66 Clerk's Appraisal

- a. The Chairman informed the meeting that the Clerk's annual appraisal had been carried out by Councillor Carroll and Councillor Holdom. Based on the discussions, it was proposed by Councillor Bellamy that the clerk be awarded an incremental salary increase effective 1st April 2021 from Grade 29 to Grade 30. This was seconded by Councillor Arnold and agreed by the Council.
- b. The Council was also informed that there was a shortfall in the Clerk's salary in that she did not receive her one-month additional pay for additional holiday hours worked for either 2019 or 2020 in accordance with paragraph 13 of her employment contract. The Chairman proposed the payment and Councillor Arnold seconded and the Parish Council agreed that this amount should be paid in accordance with the contract.

(Minute taken by Councillor Carroll for this item).

The clerk returned to the meeting at 10.03pm

21-22/67 Agenda Items for 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.

21-22/68 Date of Next Meeting

September 2nd, 2021 (Parish Church)

Meeting closed at 10.04pm