**Minutes of the meeting of Great and Little Gidding Parish Council**

**Held on Tuesday 28th August at 7.30PM**

**PRESENT:** Cllrs P Jarvis (Chair), P Hodson, N Hill, J Dear, County Cllr Gardener and Parish Clerk

**113.18 Chairman welcomed** those attending the meeting

**114.18 Apologies** were received from District Councillor Tim Alban.

**115.18 Disclosure of interests** - NONE

**116.18 Public and Press participation** - none

**117.18 To confirm and accept minutes of the last meeting held on Tuesday 17th July 2018** - Cllr Hill proposed and Cllr Hodson seconded

**118.18 Matters arising from the minutes**

Cllr Hodson advised that, following further telephone calls to Barclays, the mandate has now been updated (see 120.18)

Re 110.18 – the mirror has not been moved in recent weeks.

**119.18** **Communication from Councillors**

Cllr Gardener had received an e-mail regarding the resurfacing of Mill Road, between the junction with Milking Slade Lane and Little Gidding turning (Clerk had received this e-mail late on 24 August – too late to add to agenda). The resurfacing and repair will take place between 17th and 21st September, this will necessitate the road being closed. Residents will be informed by letter (together with a follow up letter). Clerk advised that currently Gidding Road, Sawtry is closed (for approx 6 weeks) and traffic is being diverted via Glatton and then to Great Gidding along Mill Road to rejoin Gidding Road at the junction where there is a right turn to Hamerton Zoo Park, this could pose problems when Mill Road is closed and a further diversion is required – Cllr Gardener will feed back this information to the Highways Department.

Cllr Gardener advised that CambsCC have purchased 2 further “Dragons” to address the pot holes in and around Cambridgeshire.

Cllr Gardener advised that provisional dates for the hearing and discussion of LHI bids were 10th and 13th December.

Great and Little Gidding Parish Council meetings are held on the same evening as Hail Weston Parish Council meetings and Cllr Gardener will attend on alternate months, but is always available by phone or e-mail if required.

Cllr Hill thanked Cllr Gardener for sending through an article for inclusion in the Clarion, this will be published in a future issue.

Cllr Jarvis requested Cllr Dear to start informing Little Gidding residents of the road closure.

Cllr Hill will write an article regarding the road closure, which the Clerk will add to the village website, with links to appropriate CambsCC web links.

Cllrs Jarvis and Dear had attended an incident on Tuesday 28th August that took place on Byway 33 (Bullock Road between Milking Slade Lane and Gidding Road) (see 103.18 of July 2018) – Police and George Hay (CambsCC Travellers Enforcement Officer) were in attendance – damage to the gates at either end.

Cllr Hill – nothing to report

Cllr Hodson – (see 127.18) an e-mail had been received by the Parish Council from a resident (on behalf of several residents) regarding the school burglar alarm going off at intervals. The alarm is particularly sensitive and steps are being taken to resolve this. The Head Teacher has responded to the resident, there is no involvement required from the Parish Council.

**120.18 Bank Mandate update**

As advised above, the Mandate has now been updated. It may be possible to add another Councillor (Cllr Hill is willing) as a signatory, although rules for the Community (Bank) Account state that there is a maximum of 3 officials to sign a cheque.

Cllr Hodson currently has “view only” internet access to the accounts and it was agreed that Cllr Jarvis and Parish Clerk would find this a useful option – Clerk will request this facility from Barclays.

**121.18 Maintenance tasks identified for Milton Estates**

Cllr Hodson had noticed that a street light in Chapel End is masked by an overgrown ash tree, the tree growing from Milton Estates paddock. He had also noticed that the dyke, that runs near the bungalows in Chapel End and under a culvert, is heavily silted up and contains tree roots, with the potential to cause flooding.

Cllr Dear had advised that the fence running alongside the pathway to the Rec. Ground contains barbed wire and should request Milton to remove.

Clerk was asked to write to Milton Estates to request these tasks to be carried out.

**122.18 Clothes Bank fund – village event**

Cllr Dear had proposed a Halloween party, the funding from the Clothes Bank to be used to cover expenses. Clerk had contacted School to ask if this would clash with any events that they may be running (informed that as a Church of England School they do not hold Halloween events). Halloween 2018 falls on a Wednesday evening when there is a regular Village Hall booking, it was proposed that this be held over until 31st October 2019. Clerk advised of a nationwide event to commemorate the end of 1914-18 war (beacon lighting on Sunday 11th November) and will send details to Councilors for consideration (sent 29/8/2018).

**123.18 Risk Assessments**

Cllr Hodson advised that the risk assessment for village ponds needs updating. Cllr Jarvis has the current file of Risk Assessments for reading and research.

Clerk to write/devise risk assessment for working from home.

**124.18 Training for Councillors and Clerk**

Clerk advised that there has been several e-mail correspondences regarding training options for Councillors and the Clerk. The Clerk asked Councillors to advise the Clerk if they wish to attend, to enable bookings to be made. Sawtry Parish Council do not currently have any training sessions arranged, but the Clerk was asked to contact Sawtry Clerk and request that we be advised of any such training that they facilitate and offer to make a financial contribution.

Cllr Gardener advised that Huntingdon District Council provide some training opportunities for Parish Councillors, particulary with regard to Planning – Clerk will research and make enquiries.

(Clerk to provide CAPALC sign in details to Councillors (e-mailed on 29/8/2018)).

**125.18 3 year Budget Plan**

Cllr Hodson requested Councillors to consider where they wanted to spend money (areas/projects) over the next 2 to 3 years to enable the budget to be updated. These projects may require grants or fund raising to enable completion too.

Cllr Hill expressed an interest in a project for providing new equipment for the Recreation Ground and obtaining grants/funding. Clerk to pass on brochures and information that has been received in recent months.

This matter will be discussed and updated at the **December** meeting.

**126.18 Payments and accounts**

Copies of the updated spreadsheet issued to Councillors.

Payments made to:
(22) N Hill

(23) A Alexander

(24) CGM Group

Cllr Hodson advised that he had checked the bank account online and Vodaphone have debited an amount of £54 (a greater amount than was anticipated) – Cllr Hill will make enquiries of Vodaphone.

(Cllrs requested the Clerk to send a letter to Andrew Alexander thanking him for his work on the refurbishment of the toilet unit on the Rec. Ground).

**127.18 Correspondence**

* + - Barclays Bank statements – Cllr Jarvis asked the procedure for checking income and expenditure
		- E-mails – all can be seen pinned at the top of the e-mail list:
		- Cambridgeshire matters newletter – no specific link but can be found on CambsCC website
		- Cambridgeshire ACRE AGM on Sat 25th September 2 – 5 PM at Landbeach
		- SLCC – invitation to Local Councils Stakeholder Group Meeting and Peer Learning Event at Horningsea on Weds 12th September
		- Various emails regarding Local Council Training seminars
		- Rural Crime action Team (RCAT) requesting info about places of worship – Clerk has replied giving details requested.
		- Lydia James – tree fallen from property on corner of Chapel End and Main Street (with attached photographs) – Clerk replied to LJ, but Councillors requested a letter be sent to the homeowner to request that they remove the tree/shrub.
		- Parish Council copied into e-mail about school alarm being activated, and further correspondence – Clerk contacted School Secretary. No further action as Head Teacher has responded.

**128.18 Items for next Agenda**

Councillors details – forms to be completed

**Next Meeting** – Tuesday 18th September

Meeting closed at 2050 hours