

ELSWORTH PARISH COUNCIL

Minutes of the meeting of Elsworth Parish Council held on Wednesday 17th November 2004 in Elsworth School Hall

PRESENT: Ian Maddison (IM) (Chairman), Mrs Annie Howell (AH), Mrs Ann Muir (AM), Messrs Alan Farrow (AF), David Holland (DH), Michael Taylor (MT), James Witherow (JW)

IN ATTENDANCE

Cllr. Mrs S Johnstone (SJ), D. Cllr Mark Howell (MH), 2 parishioners

OPEN FORUM

Parishioners expressed concern about the lack of signage off the A428 at Cambourne for Elsworth (and Boxworth). It was recommended that Elsworth should be included on major road signs on the A428 from both the Cambridge and Bedford direction.

It was noted that there had been an increase in dumping at the re-cycling facilities at Brown's Farm. A requested was made for monitoring of the site and a sign advising that plastic should be taken to either Cambourne or Bar Hill.

It was noted that the diversion signs during the recent road works in and around the village had led to confusion.

1. Apologies for absence

Robin Grange (RG), Anthony Taylor (AT), D. Cllr Nicolas Wright (NW) and Liz Sim.(ES) (Clerk)

2. Declarations of interest

AF declared an interest in the Elsworth Chronicle.

3. Minutes of meeting held on September 15th 2004

Item 6a was amended to read 'Spring 05' and not 04. The Minutes were agreed and signed. (Proposed AH, Seconded DH.)

4. Matters arising from the minutes

4. Sand to build up the edge of the safety matting had yet to be purchased.
- 6.c. Reports referred to in the minutes. It was agreed that written reports referred to in the minutes would be put on the web site.
- 7.d. IM confirmed that a letter objecting to the Wind Farm proposal had been sent.
- 7.e. Costings for the refurbishment of the servery had yet to be prepared.
- 9.a. A meeting to discuss parking in Broad End was scheduled for 6th December.
- 10.a. Application for Environment Agency consent for the proposed channel behind the school had been submitted.

5. Reports from

a. County Council

Cllr Johnstone reported on the guided bus enquiry. There was then discussion of Elsworth's traffic calming scheme. IM explained that the Parish Council had not been made aware of certain changes to the traffic calming works and in particular the arrangements for the Poacher junction. Following a site meeting with David Brace (CCC) it became apparent that amendments had been made and the SCDC Conservation Manager consulted. Copies of the latest plans had been requested and following discussion at a Parish Council planning meeting gave rise to a letter to David Brace noting concerns. David Brace's response, which had been pre-circulated to the Parish Council, was summarised by IM. Cllr Johnstone explained the reasons for some of the measures, including: the necessity to comply with the Disability Act. Cllr Johnstone also

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clarified that SCDC Area Joint Committee had approved the overall scheme. Cllr Howell and Cllr Johnstone agreed to go back to David Brace to ask for clarification on the changes at The Poacher.

b. District Council

Cllr Howell had no specific points to report.

c. Fardell's Lane Committee Chairman

The points in Berry Kenny's report on Fardell's Lane were highlighted by IM including the fact that a meeting had been postponed pending transfer of the land. IM noted that the revised transfer document had now been received and included a claw-back provision of 50 per cent of any profit in the first 50 years following transfer. No answer had however been received regarding boundary responsibilities. Following discussion it was agreed that whilst the boundary responsibilities were unlikely to impose significant obligations IM would make one further request for information but in the absence of any pertinent information the Parish Council would proceed with the transfer.

Councillors agreed unanimously that the Parish Council approve the transfer and that the Chairman sign the transfer document on behalf of the Parish Council subject to one further request of the SCDC for clarification of any known boundary obligations. (Proposed IM Seconded MT.)

It was agreed that the Parish Council would fund up to 6 nesting boxes. in the absence of immediate funds from the SCDC

6. Parish Council matters

a. Risk Register

IM went through the risk register. IM noted that the register should be kept under review and subject to formal annual revision and approval. It was unanimously agreed for IM to sign the current document. (Proposed IM. Seconded AH).

b. PC procedures

AF had e-mailed a paper on Rules and Regulations to all Parish Councillors but this had not been received before cut off time for the agenda. Furthermore the Clerk was not present to respond to certain of the points. IM proposed that he and the Clerk respond in writing to the points raised and circulate the Parish Councillors accordingly. Agreed.

c. Councillors register of interests

IM requested that Councillors review, sign and returned to the Clerk, *Councillors' Registers of Interests*, These had been individually circulated for updating.

d. Maintenance contract with the CCC for the light in Duncock Lane

It was noted that the CCC are willing to enter into maintenance contract for the Duncock Lane light at £10.50 per annum. **It was agreed that the Parish Council should take advantage of this offer.** (Proposed DH, seconded JW). All in favour.

e. An agenda item for "Clerk's update" at Parish Council meetings

It was agreed unanimously that the Clerk should have a spot on the agenda at which time the Clerk could update the Council with last minute information etc that had possibly come to light after issue of the agenda. (Proposed IM, Seconded AH).

f. Parish Council trustee for The Samuel Franklin Fund

IM outlined a letter from John Sterland (Chairman of The Samuel Franklin Fund) that stated that Robert Evans and John Barrett had both recently retired as trustees from the Fund and that the Parish Council had to elect a replacement for Robert Evans. Based on a shortlist of names and a vote **it was agreed to ask Gordon Thwaites if he would be willing to stand.** IM agreed to talk to Mr Thwaites and report back.

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g. Freedom of Information Act (coming in to force January 2005)

IM noted that the Freedom of Information Act comes into force in Jan 05 and that the Parish Council must make certain information available. A return detailing how the Parish Council would make information available had to be completed in the next few weeks.

At 9.45 AH proposed a 20 min extension to the meeting. Seconded by AM. All in favour.

7 Communications

- 7.1 Warrens Boyes & Archer. Documentation for the transfer of Land in Fardell's Lane. *Discussed under 5.c.*
- 7.2 David Brace CCC Client Project Manager A14 Village Traffic Calming Project. Response to PC letter re traffic calming measures and notification of prohibition of waiting order Brook Street and Smith Street junction. *Discussed under 5.a.*
- 7.3 Environment agency. Notification of Flood awareness Campaign & invitation for suggestions for future campaigns. *Noted*

8 Village matters

a. Problems of parking in Broad End

As previously noted a meeting with the school, SCDC and CCC is planned for December 6th 2004.

b. Basis of Parish Council support for the Elsworth Chronicle

This was dealt with under Amenities Committee report (section 10).

9 Environment Committee

IM highlighted the matters arising in the minutes of the Environment Committee meeting held on 10th November 2004. The points requiring ratification were as follows:

Co-option

It was noted that the co-option of non Parish Council members needed a full PC vote. It was noted that co-option would generally be for a specific need and should be for a set period of time.

New Dog Bin

Following the Committee's discussion **it was agreed unanimously that a new dog bin should be positioned at the southern end of Brook Street between the entrance to Rectory Farm and the footbridge, subject to no objections from local residents and confirmation from SCDC that it would be emptied by their contractors.** (Proposed IM Seconded AH). Further consideration was to be given to a dog bin on Spigot Lane – again dependent on SCDC's willingness to empty in such a location.

10 Amenities Committee

IM highlighted the matters arising in the minutes of the Amenities Committee meeting held on 10th November 2004. The points requiring discussion/ratification were as follows:

Elsworth Chronicle

IM noted that the Amenities Committee "*felt that as the Chronicle is not a Parish Council publication, and as the Parish Council is not permitted to collect revenue from advertising, it would be in the best interests of everyone for the Chronicle to be a completely separate entity*". AF outlined the history of the Chronicle and stated that it was "adopted" by the Parish Council some 12 years ago. Agreement on funding by the Parish Council was not reached. In the absence of time the discussion was curtailed.

12 Finance

- a. The following items were agreed: Proposed IM. Seconded AH. All in favour.

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Environment Agency	Paid	50.00
Allianz Cornhill Additional premium	Paid	193.33

Les Carr Health and safety Risk Register compilation		250.00
BT phone bill		61.18
Ridgeons Hammarite, Paintbrushes & Wire brushes		91.52
Staples		8.77
Neil Kenny Verge cutting (cut 4)		270.00
Mrs E Sim backdated remuneration Apl - Nov £8.32pm		66.56
Papworth Everard Parish Council Annual hire of equipment & internet		TBA
Papworth Everard Parish Council copy payment		TBA
SLCC Clerks membership renewal		72.00
Elsworth School Hire of Hall £48 Photo copying £6		54.65

Councillors agreed to payment to Papworth Everard Parish Council of the equipment hire and copy costs on production of the invoice, expected shortly.

b. and c. These items were held over as time did not permit discussion of the points.

13 Dates of Parish Council and Committee meetings 2005

This item was held over as time did not permit discussion.

The meeting closed at 10.05

Signed.....Chairman Date.....