

Earith Parish Council
Minutes of the Annual Parish Council Meeting
Held on Thursday 2nd May 2019 at the Village Hall

Present – Councillors

Mr Steve Edwards (Chairman)

Mr Keith Hudson

Mrs Paula Brown

Mr Allan Till

Ms Hazel Lambert

Miss Ann Brennan (Vice Chairman)

Mrs Louise Reay

Mrs Marilyn Russell

Mr Terry Rogers

2 members of the public

Mandy Pink – Clerk

CC Mr Steve Criswell, DC Mr Jon Neish

The present Chairman opens the meeting and welcomes the Councillors, Members of the Public and then invites nominations for the new Chairman

- Item 1 Election of Chairman – The vote takes place**
 Nomination received for Mr Steve Edwards
 Mrs Marilyn Russell proposed, and Mrs Louise Reay seconded that Mr Edwards is Chairman
 Resolved – All in favour

The New Chairman takes the Chair and signs their acceptance of office

- Item 2 Apologies for absence – Mr Jeff Nicholls, Mr Alan Spackman**

- Item 3 Election of Vice Chairman – The vote takes place**
 Nomination received for Miss Ann Brennan
 Mr Terry Rogers proposed, and Mrs Marilyn Russell seconded that Miss Brennan is Vice Chairman
 Resolved – All in favour

Open Meeting

- Item 4 Open Forum- No Comments**

- Item 5 Ecops Report –** The Clerk reported that a suspicious looking male was seen in Chapel Road trying door handles. The Police attended but the area was clear.

- Item 6 County Council and District Council Reports**
 CC Mr Steve Criswell congratulated both Mr Edwards and Miss Brennan on their reappointment to office and reported that the Willow Hall Farm application noise reports had been submitted and are waiting a response from the applicant which will then result in re-consultation. The Mick George Lorry Route from the Chatteris Road site will now all proceed along the new route provided by Mick George and will therefore bypass Earith. However, this is only for Mick George lorries and all others will still come through Earith.
 DC Mr Jon Neish congratulated both Mr Edwards and Miss Brennan on their reappointment to office and reported that the final inspectorate report on the Local Plan has been received and is now in the public domain awaiting adoption from the District Council.

(Close open Meeting)**(Open closed section of Meeting)**

- Item 7 Code of Conduct – Dispensation received, and decisions granted – None**

- Item 8 Councillors declaration of interest –** The Chairman drew the Councillors attention to the legal requirement that all interests should be declared following the Code of Conduct Localism Act 2011 c7. s27(3)(b). – None

- Item 9 To sign minutes of Parish Council meeting held on – 4th April 2019**
 Mrs Louise Reay proposed, and Mr Keith Hudson seconded that the minutes should be signed.
 Resolved - All in favour.

- Item 10 Matters arising –** Cllr Lambert reported that she had used Facebook to find out the Residents response to a Christmas Lights Appeal and she has received over 120 good responses from people and businesses who are happy to donate. Cllr Brennan has also asked businesses on the Industrial Estate

for donations and has already received pledges for over £1000 with some companies stating they are happy to make up the balance once all donations have been received. Cllr Lambert wishes to send out a letter to all residents to make them aware of this. Due to the nature of the request a decision will need to be made quickly to secure the supply of the lights for December. It was decided by the Council that this initiative should therefore be moved to an external committee for action. Cllrs Lambert, Russell and Brennan together with the Clerk will investigate this. It was stated that it would be prudent to ask the Council to hold any donations given in a separate bank account.

Mr Terry Rogers proposed, and Mr Keith Hudson seconded that the Parish Council are happy to support this initiative and that the Finance Group should be involved as the PC will be holding the donations. The new external committee and the Finance Group should move this project forward.

Resolved – All in favour

Cllr Hudson also reported that the tree in Darford had been cut down by the District Council and he wanted to thank them for acting on this so quickly.

- Item 11 Chairman's Report** – The Chairman reported that he had joined the village Facebook site and he was happy to see that in the main everything was positive at this point. He also reported that he had met with the Froglife co-ordinator at the pond together with Cllr's Brennan and Lambert and the Clerk and that a very interesting proposal was being put forward for the Village by the Froglife team. They are hoping to improve the back area of the Pond and make this into an outdoor classroom with a dipping pool and add a sensory garden near to the entrance. Other features were also discussed and the application to the National Heritage Lottery Fund will be submitted by Froglife to get funding for this project.
- Item 12 Annual Financial Risk Management to be noted** – The Clerk tabled the report to be noted and Miss Ann Brennan proposed, and Mrs Louise Reay seconded that the report is adopted
Resolved – All in favour
- Item 13 Annual Insurance Renewal year 2 of 4-year term to be noted** – The Clerk informed the Council that the only change to the insurance was the value of the premium as new items had been added throughout the year. This is the 2nd year of a 4-year term and cannot be cancelled. The Council declared that this item had been noted.
- Item 14 Annual Return acceptance of guidance section 1** – The Clerk tabled the Annual Return for inspection by the Council. The council declared that Section One should be accepted.
Mr Keith Hudson proposed, and Mr Terry Rogers seconded to accept Section 1
Resolved – All in favour
- Item 15 Annual Return acceptance of section 2** – The Clerk tabled the Annual Return for inspection by the Council. The council declared that Section Two should be accepted.
Miss Ann Brennan proposed, and Mrs Paula Brown seconded to accept Section 2
Resolved – All in favour
- Item 16 Review of Standing Orders – No changes to be made** – Noted
- Item 17 Review of Financial Regulations – No changes to be made** – Noted
- Item 18 Parish Councillor Responsibilities to be reviewed** – All responsibilities accepted and changes to be made to the items below only
Finance – Miss Ann Brennan, Mr Steve Edwards, Ms Hazel Lambert
Playing Field – Mr Keith Hudson, Mrs Paula Brown
Village Pond – Miss Ann Brennan, Ms Hazel Lambert
Earith Echo responsibilities have now been absorbed into the Council for administration purposes and a new responsibility for Speedwatch to be added for Mrs Reay
- Item 19 Planning** – Application Reference 19/00753/PIP – 9 Meadow Way – PIP for one new dwelling
The site is adequate in size and in keeping with the street scene. PWG offers no objections.
Mr Keith Hudson proposed, and Mrs Louise Reay seconded that the application should be accepted.
Resolved – All in favour
Application Reference 19/00595/FUL – 13-14 Industrial Estate – Extension of expiry date
The main reason for concern was parking and this has not proved to be an issue.
Miss Ann Brennan proposed, and Mrs Louise Reay seconded that the application is accepted.
Resolved – All in favour
Application Reference – 19/00632/FUL – Agricultural buildings NW of Briar Lodge – Proposed two bay garage.
The site is adequate in size with no harm to neighbours. PWG offers no objections.

Mr Keith Hudson proposed, and Mrs Paula Brown seconded that the application is accepted.

Resolved – All in favour

Application Reference – 19/00311/FUL – Sunfun Ltd, Meadow Drove – Retrospective change of use from office to dwelling with 5 x studio apartments.

The developer should have applied for planning permission first before making any changes so there are concerns over the retrospective aspect of the application along with Health and Safety and Fire concerns. The surrounding area is a bus depot and repair yard so there will be noise and air quality issues along with Health and Safety. The site is within the village boundary but not the residential area so there should not be any dwellings. The start date and end date for work are the same so the Parish Council are concerned that no development has occurred and the apartments are not self-contained as there are shared toilet and kitchen facilities so this should have been an application for shared accommodation and should conform to the rules laid down for HMO's. Building regulations will be needed to confirm fire safety has been correctly provided. It appears to be only driver rest rooms as opposed to studio apartments.

Mr Terry Rogers proposed, and Mr Keith Hudson seconded that this application is rejected.

Resolved – All in favour

- Item 20 Finance** – a) Payments to sign off
b) Online Salary payments for May
c) Chairman to sign bank statement

Payee	Description		£	Chq	Powers
Mrs K M Pink	Clerks Wages 65 hrs. @ £17.09	1110.85			LGHA1989, s.7
	Clerks Expenses	25.00			LGA 1963, s.5
	Mobile Phone monthly rental not taxable	12.00			LGHA1989, s.7
	Total Less Tax		870.83	online	
Mrs C Shook	Caretaker hours 5.5hrs @ £9.96	54.78			LGA1972, s.133
	Booking Clerk 2.5hrs @ £9.96	24.90			LGHA 1989, s.7
	Total Less Tax		79.68	online	
Inland Revenue	PAYE April 2019		334.54	online	LGA1972, s.112-119
Mr M S Pink	Parish Handyman		150.00	online	LGA1953, s.4
MSP Services	Grass Cutting		405.00	online	OSA 1906, s.10
Eon UK	Street Lighting		50.99	online	Parish Councils Act 1957, s.3
Zurich Municipal	Annual Insurance Renewal		2265.87	online	LGA 1972, s.111
Hunts DC	Commercial Waste Collection Rec		20.14	DD	Litter Act 1983, ss.5,6
Hunts DC	Commercial waste collection V Hall		10.08	DD	Litter Act 1983, ss.5,6
Microsoft	Office 365 monthly cost		5.99	DD	LGHA 1972, s.266
CNG	Village Hall Gas monthly charge		112.70	DD	LGHA 1972, s.133
	Total Spend for April 2019		£4,305.82		

- a) Mr Keith Hudson proposed, and Mrs Louise Reay seconded that the payments should be signed off.
Resolved – All in favour
- b) Online salary payments for May – Mrs Paula Brown proposed, and Mr Keith Hudson seconded that the payments should be made. Resolved – All in favour
- c) Chairman to sign the bank statement to confirm the online salary payments for April as above
Mr Keith Hudson proposed, and Mrs Paula Brown seconded. Resolved – All in favour

Item 21 Correspondence – All correspondence as per file.

Item 22 Items for future meetings –Village Hall floor & chairs, Neighbourhood Plan (six monthly review), Pub to be listed as a building of interest, Electricity supply for pond pumps look for grants, River Island, Parish Councillor Rep Reports, Trees and Hedges, Drainage Roads and Pavements

Mrs Mandy Pink – Clerk 07717 207 533
These minutes are unadopted

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Meeting Dates
Thursday 6th June 2019
Thursday 4th July 2019
Thursday 1st August 2019
Thursday 5th Sept 2019
Thursday 3rd Oct 2019
Thursday 7th Nov 2019
Thursday 5th Dec 2019

Meeting closed at 8:40pm