

**MINUTES OF A MEETING OF**  
**SOMERSHAM PARISH COUNCIL**  
**Held at the Millennium Sports Pavilion, Somersham**  
**On Monday 14 June 2010 at 7.30 p.m.**

**PRESENT WERE:** Mr A Beaven, Mr D Bonnett, Miss J Bullard, Mr D Cornwell, Mr S Criswell (in the Chair), Mr M Hoy, Mr P McCloskey, Miss L Minter, Mrs D Siggs, Mr I Smith, Mrs J Smith, Mr R Sutton and Mrs P Bryant (Parish Clerk)

**IN ATTENDANCE:** Cllr M Newman, C Shilton Cambridgeshire ACRE, 2 members of the public

**1. APOLOGIES**

Apologies for absence were accepted from:

Mr G Siggs – assisting Carnival with traffic control

Mr P Suckling – personal commitment

Mr D Cornwell – arrived late for personal reasons - 7.55pm Item 5

**2. PARISH COUNCILLORS DECLARATION OF INTEREST**

See Appendix 1

**3. PUBLIC FORUM**

At the meetings held on 17 May 2010 – No matters were discussed

It was proposed by Mr Sutton, seconded by Mr Bonnett and RESOLVED by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in a public forum. The meeting was opened and closed at 7.31 pm – No matters were discussed

**4. PRESENTATION BY Catherine Shilton, Cambridgeshire ACRE re a Housing Needs Survey in Somersham**

The Chairman thanked Mrs Shilton and asked for this to go on the next agenda.

**5. PLANNING MATTERS**

**PLANNING APPLICATIONS**

**1000817S73** OS 8582, St Ives Road, Wood Hurst

Removal of condition 1 of planning permission 0700959FUL for change of use of land to residential caravan site for 4 gypsy families hard standing and landscaping

It was proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by a unanimous vote to object and recommend the application is retained on a temporary condition with the same terms as before and approval restricted to the family.

Mr Cornwell arrived at 7.55pm.

### **Car Park Extension, Church Street – HDC Draft Proposal Plan**

It was proposed by Mr Smith, seconded by Mr McCloskey and RESOLVED by all Councillors present with 1 abstention to propose no objection, the plan makes the most of the proposed extension area.

### **PLANNING APPLICATIONS APPROVED**

1000343FUL Land north of Station Approach, Somersham  
Erection of new 2 storey dwelling

1000432FUL Colne Fen Farm, Chatteris Road, Somersham  
Box onion store to replace bulk onion store destroyed by fire

1000442FUL 17, Pennway, Somersham  
Erection of single storey rear extension and brick pave drive to front garden.

### **PLANNING APPLICATIONS REFUSED**

E/03009/09/CM Land at Bridge Farm, Holme Fen Drove, Colne  
Proposed extraction and processing of sand and gravel and construction of access onto Chatteris Road (B1050), in connection with the construction of agricultural reservoirs

### **PLANNING CORRESPONDENCE**

HDC – Planning Forum – Commenting on Applications and the scheme of delegation, Section 106 Obligations, planning advice notes. Thursday 24 June 2010, Civic Suite, Pathfinder House, Huntingdon starting at 5.30pm lasting no more than 2 hours.  
Representatives required – no members were forthcoming.

### **PLANNING CONSULTATIONS**

#### **LDF Strategic Housing Land Availability Assessment (SHLAA) Update: Part B: Rural**

**Exception Housing.** Response due 11 June 2010-

**Discounted sites** - were not discussed.

**Methodology** – no comment.

**Smaller settlements** – this does not include Somersham, no comment.

**Key Centres** –

**SO1** - Newlands site off St Ives Road - It was proposed by Mr Sutton, seconded by Mr Cornwell and RESOLVED by a unanimous vote this site is not suitable it is designated for industrial use and affordable housing will be out of character.

**SO2** – King Street –It was proposed by Mr Sutton, seconded by Mr McCloskey and RESOLVED by 7 votes for, 3 against and 3 abstentions the site is not suitable due to poor access and the current street scene, the housing would be out of character and too dense.

**SO3** – Land east of Loftsteads – It was proposed by Mr Sutton, seconded by Mr Cornwell and RESOLVED by a unanimous vote the land is not suitable and housing will impact on the Local Nature Reserve (LNR).

**SO4** – Land to rear of Belle View Close, adj to the LNR – It was proposed by Mr Sutton, seconded by Miss Bullard and RESOLVED by a unanimous vote the site is not suitable it will impact on the LNR and lake in addition access will be an issue.

**SO5** –land rear of No 12 – 6b The Bank – It was proposed by Mr Cornwell, seconded by Miss Bullard and RESOLVED by a unanimous vote the area was not suitable on grounds of access and impact on the LNR.

**SO6** –Football field & fishponds – It was proposed by Mr McCloskey, seconded by Mr Beaven and RESOLVED by a unanimous vote the site is not suitable.

#### **SHLAA – Part C: Site Assessments for Gypsy & Traveller Sites**

Response due 9 July 2010

No 10 – Somersham

**SOM 1** — It was proposed by Mrs Smith, seconded by Mrs Siggs and RESOLVED by a unanimous vote the site is not suitable as per the report

**SOM 2** – It was proposed by Mrs Smith, seconded by Mr Beaven and RESOLVED by a unanimous vote too many pitches had been proposed for this site especially with the temporary permission nearby. The proposal would be overbearing for nearby properties, the road access has poor visibility it is near to the junction and would be dangerous to walk along the verge; finally there are concerns at the water run off from the site.

**SOM 3** – It was proposed by Miss Minter, seconded by Miss Bullard and RESOLVED by a unanimous vote the site is not suitable as per comments already made in earlier planning responses.

**Temporary sites** – It was proposed by Mr Sutton, seconded by Mrs Smith and RESOLVED by a unanimous vote the **Wood Hurst site opposite the Raptor Centre** (1000817S73 OS 8582, St Ives) should remain a site with temporary permission until the review of traveller sites has been completed. It was proposed by Mr Sutton, seconded by Mr Beaven and RESOLVED by a unanimous vote **Pidley Sheep Lane** should remain a site with temporary permission until review of traveller sites has been completed.

Finally the Clerk will comment – Traveller sites should be as fairly distributed across the county as possible.

#### **6. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 17 MAY 2010**

It was proposed by Miss Bullard, seconded by Mr Beaven and RESOLVED by all councillors present with 2 abstentions the Minutes were a true record of events and were duly signed by the Chairman.

#### **7. POLICE REPORT**

- Crime report presented at the meeting

Mr Cornwell commented there seems to be a lack of policing in the village and requested the Clerk asks why.

The Clerk will also query prosecution for those parking for more than permitted in the time limited bays and whether a car which obviously hasn't moved for some days, if they can be prosecuted.

#### **8. REPORT FROM THE COUNTY COUNCILLOR & DISTRICT COUNCILLOR S CRISWELL & DISTRICT COUNCILLOR M NEWMAN**

Cllr Newman reported he had attended scrutiny panels for the planning consultation documents as above.

Cllr Criswell reported CCC were leading on parking enforcement but this has to be done in conjunction with District Councils and cannot be done quickly but hopefully in a year or so it will be in place.

Cllr Criswell also explained CCC have to make £5million savings this year following the new Government cuts from this current years budget and that these are very difficult times.

#### **9. PARISH CLERKS REPORT**

- a) Matters Arising Report – Accepted
- b) The following correspondence has been received:

Somersham Scouts – Annual accounts & insurance confirmation

Huntingdonshire Volunteer Centre AGM – 21 June 2010

Somersham Carnival Committee – Proof of insurance cover and completed risk assessment forms.

HDC – Quarterly Sports Courses leaflets

Plum Weekend – 14/15 August 2010 – 11 am – 5pm

## **In Circulation**

COPE Newsletter – June 2010

Cambridgeshire ACRE – New Products & Services Guide

HDC Parish Alert – Code of Conduct Guide for Parish Clerks

### **10. FINANCE & RISK MANAGEMENT including: -**

- a) Monthly Accounts – It was proposed by Mr Bonnett, seconded by Miss Bullard and RESOLVED by a unanimous vote to pay the accounts and the cheques were duly signed. *See appendix 2*
- b) It was proposed by Mr Bonnett, seconded by Miss Minter and RESOLVED by a unanimous vote to pay staff wages through BACS subject to the adopted pre-approval procedure.
- c) Personnel Working Party Meeting 9 June 2010 -

The Clerk explained the discussions held on current staffing at the parish council and the acknowledged requirement for additional basic admin help in the office, on top of this it has become apparent (with Martin Tyers recently on holiday) there will be a real need for occasional shared work between the Parish Council and Millennium Sports Field.

### **11. HIGHWAY MATTERS including Public Footways - Repairs/ Maintenance**

Email correspondence:

Mr J Wilkins – hedge at junction of Parkhall Road /The Trundle. CCC has confirmed the location of the hedge is well within set regulations.

Network Management Highways Frequently Asked Questions – in circulation

CCC – Jointly Funded Minor Improvement Schemes – 2011/2012 Bidding Round

CCC – Consultation on Cambridgeshire’s Third Local Transport Plan. Consultation period extended to 30 July 2010

#### **Maintenance**

It was proposed by Mr Bonnett, seconded by Mr Cornwell and RESOLVED by a unanimous vote the Clerk will write to Whitehall School saying their tree overhanging the public footpath and leaving lots of debris and to request it is trimmed back.

### **12. DEFINITIVE FOOTPATH MATTERS inc Bridleway 7 (Short Drove to The Crafty Fox), White Post Area - Repairs/ Maintenance**

Correspondence:

Royal Air Force – Annual Pathfinder March – Saturday 19 June 2010

### **13. STREET LIGHTING inc repairs**

None reported.

### **14. CCTV SYSTEM UPGRADE – HIGH STREET**

It was proposed by Mr Cornwell, seconded by Mr McCloskey and RESOLVED by a unanimous vote to retain the existing High Street recording system because of youth and police meetings held at No 94, High Street and change to the multiplex recorder.

It was proposed by Mr Bonnett, seconded by Mr McCloskey and RESOLVED by 7 for and 3 abstentions to transfer the digital recorder to the Millennium Pavilion.

**15. STAFF LONE WORKING POLICY**

It was proposed by Miss Bullard, seconded by Mr Cornwell and RESOLVED by a unanimous vote to adopt the policy and include it within the Staff Handbook.

**16. COMMUNITY EVENT PAGE – SOMERSHAM PARISH COUNCIL WEBSITE**

Councillors were provided with a copy of the web page to review.

Mr Cornwell suggested a trial period of perhaps 3 – 6 months to see whether it would work.

The Clerk will email local clubs/groups to advertise the webpage plus an advertisement would go in the September edition Voices.

**17. TO CONSIDER A CONSULTATION ON ‘A Leader or Mayor – The Choice for Huntingdonshire’**

Deferred to the next meeting

**18. REPORTS FROM SOMERSHAM PARISH COUNCIL WORKING PARTIES & REPRESENTATIVES :**

- a) **Norwood Building / The Victory Hall** - VHMC AGM Minutes 11 May 2010
- b) **Norwood Playing Field** – Working party meeting held 2 June 2010
- **Dog Ban Byelaw for the playing field.**

It was proposed by Mr Cornwell, seconded by Mr Bonnett and RESOLVED by all councillors present with 1 abstention as a matter of health and hygiene for all those playing on the field to proceed with the Dog Ban Byelaw process for the Norwood Playing Field and the Clerk would obtain quotes for fencing and gates to enclose the field.

- **Somersham Carnival Committee** has requested the playing field bollards are opened at 7 am on Saturday to allow the fun fair on to the grass. It was agreed that the Clerk will speak to Mr Tyers in the morning once he returns from leave but in any event Mr Cornwell will have a set of keys for the bollards.
- c) **Millennium Sports Field** – Mr Cornwell reported discussions held at the last SSLA meeting which related to staffing matters and drainage. Mr Cornwell thanked Mr Smith for cutting the grass for last two weeks whilst Mr Tyers was away.
- d) **Somersham LNR – Friends of Somersham Local Nature Reserve**  
**Including the Lake** – Mr Smith reported a lake working party held yesterday and the recent very successful open event fishing day

It was proposed by Mr Cornwell, seconded by Mr McCloskey and RESOLVED by a unanimous vote to purchase x 5 ‘No Fishing’ signs @ £60 + vat

Mr McCloskey reported a children's day event held in association with carnival however he has received no feed back as yet on how it went.

- e) **Christmas Lights Working Party** – Work is going on in the background but nothing specific to report.
- f) **Youth Working Party** – Working party meeting held 25 May 2010
- g) **Environment Working Party** – meeting to be arranged
- h) **Voices Newsletter** – Nothing to report
- i) **Community Information Centre (Library)** – CCC confirmation Lease terms are under negotiation.

Miss Minter gave an update on current projects and work at the CIC.

**19. REPORTS OF EXTERNAL MEETINGS ATTENDED BY PARISH COUNCILLORS**

Mr Sutton reported attending a meeting on 1 June 2010 for the HSP Environment Forum – the LNR was discussed. Mr Sutton also reported the Watts Going Down campaign recorded Somersham volunteers had cut down electricity usage by just under 13%.

Mr Smith reported he and the Clerk attended a Rights Of Way workshop, it was very interesting and useful. Notes to be circulated.

**20. CLOSED SESSION - Burial Land Extension**

It was proposed by Mr Sutton, seconded by Mr Cornwell and RESOLVED by a unanimous vote in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted the Public and Press were temporarily excluded from the meeting and will be instructed to withdraw.

The meeting was closed at 10.08 pm and reconvened at 10.36 pm.

Matters discussed included the meeting with Ely Diocese, land preparation, access and finance required.

**21. NOTICES & MATTERS FOR THE NEXT AGENDA**

Mr Smith asked whether parish councillors wished to contribute to a collection for Reverend Barter's 25<sup>th</sup> anniversary of his Ordination, Mr C Leah is taking any contributions.

It was agreed to send a letter of congratulations to Rev Barter on his celebratory event

The next Parish Council meeting will be held on Monday 12 July 2010 at 7.30 pm in the Millennium Pavilion.

There being no further business the meeting closed at 10.40 pm.

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Steve Criswell  
Chairman  
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**DECLARATIONS OF INTEREST 2010**

ANDREW BEAVEN	Somersham Sports & Leisure Association Trustee Victory Hall Management Committee (Vice Chairman VHMC)
DAVID BONNETT	Harvey Feoffees Charity Committee Somersham Charity of Poor's Money
JUDITH BULLARD	Somersham Sports & Leisure Association Trustee (Vice Chairman SSLA) Victory Hall Management Committee
DAVID CORNWELL	Somersham Sports & Leisure Association Trustee (Chairman SSLA) Harvey Feoffees Charity Committee Somersham Town Band Trust
STEPHEN CRISWELL	Somersham Sports & Leisure Association Trustee Harvey Feoffees Charity Committee Somersham Charity of Poor's Money Friends of Somersham Library (FOSL) Member of Huntingdonshire District Council Member of Cambridgeshire County Council CCC Fire Authority Representative
SHLAA – Gypsy/traveller consultation - discounted sites	
MICHAEL HOY	Somersham Sports & Leisure Association Trustee Harvey Feoffees Charity Committee Somersham Charity of Poor's Money
PAUL McCLOSKEY	Somersham School Governor Friends of Somersham Local Nature Reserve - Secretary
LESLEY MINTER	Friends of Somersham Library (FOSL) Harvey Feoffees Charity Committee Victory Hall Management Committee
DOROTHY SIGGS	
GRAHAM SIGGS	Historic Society – Treasurer Friends of Somersham Local Nature Reserve - Treasurer
IAIN SMITH	Somersham Sports & Leisure Association Trustee Friends of Somersham Library (FOSL) Education Trust of Thomas Hammond Harvey Feoffees Charity Committee Friends of Somersham Church
JENNET SMITH	Friends of Somersham Library (FOSL) Friends of Somersham Church
RICHARD SUTTON	Friends of Somersham Library (FOSL) Education Trust of Thomas Hammond
Personal interest as a relation: Booking Secretary monthly pay	Friends of Somersham Church

ACCOUNTS

14 June 2010

The following accounts were required before the meeting:

Co-Op Savings Bank	Transfer of Funds	£49,000
Broker network Ltd	Annual Insurance	£5949.62
SLCC Cambs	Training session – Mr Siggs	£35.00
PSK Installations	CCTV Upgrade 50% of cost	£2291.25
Wages, Tax & NI (1 June)		£4124.17
ESPO (gas)	Community Info Centre	£203.89
	Norwood Building	£110.48
British Telecom	01487 840266	£102.94
	01487 841359	£76.62
		<u>£61,893.97</u>

14 June 2010

Talk Talk	Broadband	£17.04	Direct Debit
Cole & Day	Groundsman's Fuel	£170.40	
E-on Energy	Street Lighting	£43.28	
Gibbs & dandy Plc	ballast / cement	£57.33	
Southern Electric	Sea container (lake area)	£45.00	
EFS Solutions	Voices printing	£330.00	
Information Commissioner	Data protection fees	£35.00	
Joseph Noblett	Netting for barley straw	£19.38	
CGC Engineers Ltd	Gang mower servicing	£314.31	
ESPO (gas)	Community Info Centre	£38.58	
SLCC	Summer Seminars 2010	£164.50	
Hunts DC	2 sea containers – addit fee	£82.50	
Mrs P Bryant	Land Registry – Title deeds	£55.76	
Mrs P Bryant	Expenses	£79.86	
<b>TOTAL</b>		<u>£1452.94</u>	