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**Minutes of the Bluntisham Parish Council Meeting
Monday 1st September 2014 at 7.30pm at The Village Hall, Mill Lane,
Bluntisham**

Present: Chair: Mrs Joan Gutteridge, Mr Frank Hudson, Mrs Margaret Lumb, Mrs Kathy Searle, Mrs Cynthia Curtis, Miss Emily Godfrey, Mr Gary James, Mrs Tracey Davidson (Clerk),

Also present: Mr Mike Francis, Mr Robin Carter & 5 members of the Public

		Action
	Open Forum – Mrs Gedye asked what action was being taken with the hedges, ivy and overgrown vegetation along Meeting Walk. Advised that the clerk has written to property owners and will monitor the action taken. Mr Gedye updated the committee on the Fire Hooks information poster and advised discussions with the Feoffees for more information on the history is being sought. The gang mowers are booked into the auction for Monday 8 September and will be taken later this week. Mrs Joan Gutteridge thanked Mr Gedye for all his efforts clearing the barn. Mrs Everest advised that apart from an acknowledgement from HDC she hadn't received anything further following her email regarding the garage planning application. She confirmed that the purple leaf trees were planted by the Parish Council, Chairman at the time was David Searle, and have been in situ for over 30 years. She also reminded the PC that the conservation order makes reference to these trees. Mrs Kathy Searle confirmed that the planning application will not go to the development management panel meeting in September. The PC will notify residents as soon as they hear which meeting it goes to.	
1834	Dispensation Forms received and decisions given – Nothing to report	
1835	Declarations of interest for items on the agenda - None	
1836	Apologies for absence – Mr Steve Criswell	
1837	County Council & District Council Reports – Cllr Mike Francis advised that there was no District Council meeting in August so nothing to report this month. He advised that he had attended a new member briefing chaired by Ian Dewar regarding parish councils, what they do and don't do. Cllr Robin Carter had nothing to share at the meeting. Cllr Steve Criswell sent his apologies but also had nothing to share.	
1838	Minutes of the Parish Council meeting dated 4th August 2014 to be approved and signed – Minutes approved and signed by the Chairman. <i>(Proposed Mr Frank Hudson, Seconded Mrs Margaret Lumb. All agreed)</i>	
1839	Matters arising from previous minutes The clerk advised that Mr Vince Haines emailed to raise concerns with item 1811, which was read and noted. Mrs Kathy Searle advised that she and Mrs Margaret Lumb had received an email from Mr Haines to advise that his planning application had been declined. The clerk had tried on	

	<p>several occasions to speak with the planning officer, but to date has been unable to get through. No official confirmation from HDC has been received regarding this planning application.</p> <p>Mrs Margaret Lumb advised that since the last meeting no evidence of dog waste has been dumped on her driveway.</p>	
1840	<p>FY2014/15 Accounts – to end July 2014 No concerns raised with the accounts. Total receipts £3380.62 & total expenditure £5649.59. (<i>Proposed Mrs Kathy Searle, seconded Miss Emily Godfrey. All agreed.</i>)</p>	
1841	<p>Accounts for payment and August income summary – No concerns raised with the accounts for payment and summary. Mrs Cynthia Curtis and Mr Gary James signed cheques. (<i>Proposed Mrs Cynthia Curtis, seconded Mr Gary James. All agreed</i>)</p>	
1842	<p>H & S Inspection – report and repairs – Cllr Robin Carter carried out the inspection in July and made the following recommendations: Benches - two benches near the Mill Lane end need a thorough clean. The bench in the play park needs a thorough clean and may need the slats replacing. The bench near the war memorial needs a thorough clean. The concrete supports on the bench in Wood End are showing signs of deterioration, the bench needs the wood replacing. The car park nearest to Mill Lane has some new pot holes which need filling. There is a section of mesh which has been cut in the play park. The clerk is to arrange for all items to be carried out and repaired or replaced as appropriate. It was also noted that some of the metal rungs on the ladder to the slide are poor and will need replacing. The clerk is to check the ROSPA report and action as necessary. Mrs Joan Gutteridge thanked Cllr Robin Carter for his time and effort carrying out the inspection.</p>	Clerk
1843	<p>Committee updates:</p> <p>a) Allotments Committee – The clerk advised that a further allotment had become available and there is now only one name on the waiting list. Letters and emails have gone out to all allotment holders advising of the AGM and the new subs due. Mr Frank Hudson advised that Mr Tony Burdon has cleared his allotment and this is now ready for re letting. There is a BBQ at the allotments on Saturday 6th September, all welcome.</p> <p>b) Footpaths Committee – Mr Frank Hudson advised that Mr Dolby has had the Elder trees removed and Mr Wadsworth has suggested the dyke is cleared prior to the new fence going in. The area is now clear and ready for the footpath to start.</p> <p>c) Hall Management Committee – The next meeting is scheduled for Monday 8th September.</p>	
1844	<p>Crime, Road Safety & Highway Warden Update (to include HCV, ENVAR & Hanson reports as appropriate)</p> <p>Crime: A comparison with crimes recorded 2013/2014 to date shows they are more or less the same. Burglaries are still causing concern with 19 in the last month but none reported in Bluntisham. The trend is still to take Asian jewellery & cash. A Get Closer campaign is being launched to tackle sexual assault, rape & child abuse. The threat of terrorism is also a concern for the police. No HCV meeting yet arranged. ENVAR, Road Safety & Hanson meetings later this month. Highway Warden: Walkabout for 2 hours last month. It was agreed that</p>	

	<p>the Causeway is now dangerous after the recent episodes of torrential rain. Planings may offer a temporary solution. It is hoped that resurfacing will be carried out in 2015 when finance will be available to allow pedestrians & cyclists to use it. The Highway Officer spoke to Mrs. Jarvis to address her concerns with surface water pooling outside her back door. Potholes around the village noted. The ditch along Colne Road was inspected & clearance should take place shortly. A possible footpath from Wood End to Meridian Wood was looked at. Highways would not object but subsequent costs revealed it would be too costly even if money from the Local Highway Initiative was forthcoming. The landowner whose ditch runs from Wood End to Station Road, west side, would be asked if he could clear it in the hope that rainwater would not pour down Wood End in monsoon conditions. There will be no central white line on The Heath.</p>	
1845	<p>Parish Council 5 year plan – The plan was reviewed and the Chairman thanked Mr Joe Parker for the installation of the new benches. No further updates on the plan to date.</p>	
1846	<p>Risk Management Policy – The clerk shared an updated version of the risk management policy which was reviewed and approved. Mrs Joan Gutteridge signed the policy and thanked the clerk. <i>(Proposed Mr Frank Hudson, seconded Mrs Margaret Lumb. All agreed.)</i></p>	
1847	<p>Hedge Cutting Schedule – The clerk shared the quotes received. Despite contacting 9 firms, 8 of which came and viewed the work required, only 2 submitted quotes. The successful contractor is Mr Graham Cox from Upwood Tree Services. The clerk will contact him to arrange a start date to carry out the work on the following hedges:</p> <ul style="list-style-type: none"> • Meeting Walk • Playing Field – outer perimeter • Playing Field – Mill Lane to Colne Road • Allotment • Playing Field – inner dog walk <p>It was suggested that the hedge behind the football pitch is done first. The following hedges will be cut back next year:</p> <ul style="list-style-type: none"> • Feoffees • Colne Road <p><i>(Proposed Mrs Margaret Lumb, seconded Mrs Kathy Searle. All agreed.)</i></p>	Clerk
1848	<p>NNDR potential savings report – The clerk discussed a report put together following a meeting with Goodman Nash, a property and business rates auditor. This firm are happy to represent the Parish Council and aim to release a saving of £7300 for overpayment of business rates from 2010 – 2014 and subsequent savings for the coming year. If they are successful they will take a 35% fee from the £7300 but nothing from any future savings. If they are unsuccessful they take nothing. It was agreed to go ahead with the application and the Chairman thanked the clerk for her efforts. <i>(Proposed Mrs Kathy Searle, seconded Mr Frank Hudson. All agreed.)</i></p>	
1849	<p>Risk Assessments – Village Hall, Fire, Allotment, Machinery – The clerk has updated all the risk assessments and highlighted the new risks to the committee. These will then be displayed in the relevant areas and the staff members advised of the changes. <i>(Proposed Mrs Margaret Lumb, seconded Miss Emily Godfrey. All agreed.)</i></p>	
1850	<p>Planning: No new applications</p>	
1851	<p>Enforcement issues – None.</p>	

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1860	<p>Items for consideration (for information only)</p> <p>Miss Emily Godfrey advised that 4 tables have been booked and paid for with a further 2 to come. Others have also expressed an interest. It was agreed that the event should be renamed Christmas Gift Fair. Mrs Kathy Searle advised that a Father Christmas outfit is available. Mrs Margaret Lumb advised that an account has now been opened with the Cambridge Building Society in memory of Mr Barry Holmes & Mrs Joyce Dighton to raise money for benches for the schools quiet area. Mrs Joan Gutteridge advised that she had received a phone call asking why the boundary to the dog walk had been moved. The Parish Council confirmed they were not aware of any permission being given to anyone to move the boundary and the clerk will investigate this matter further.</p> <p>The clerk advised that the annual external audit had been returned with no areas for concern. The legal documents will be on display from 2.9.14 – 16.9.14 and copies can be obtained from the clerk at a cost of £5.00.</p> <p>The clerk discussed the content for the next newsletter and the following was agreed:</p> <ul style="list-style-type: none"> • Christmas Gift Fair • WW1Event • Barograph update • Local groups and clubs – contact details • Hedge cutting – when and whom • Crime update • Village benches • Latest budget • Allotment AGM • Follow up from Cricket and Football clubs 	

Meeting closed 9.21 pm

Next meeting: 6th October 2014

Dates of Future Parish Council Meetings – 2014

October	Monday 6 th October
November	Monday 3 rd November
December	Monday 8 th December

Annex 1 – FY 2014/15 accounts to end July 2014