

Ufford Parish Council

| Councillors | Telephone | Email | Responsible for: | |
|---------------------------------------|-----------------|--------------------------------|---------------------------|---------------------------|
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| Graham Bowes | 740578 | Graham.bowes335@btinternet.com | Parish Council Liaison | Police |
| David Chadwick | 740893 | david@chadsonline.co.uk | Financial Overview | |
| Frieda Gosling | 740343 | friedagosling@yahoo.co.uk | Barnack Ward Group | Planning Advice Forum |
| Julia Alexander | 740017 | jdensem@aol.com | | |
| Clerk & RFO: Susie Caney | 07595 377236 | uffordparishclerk@live.co.uk | Parish Council Liaison | |

Minutes of a Meeting of Ufford Parish Council held in Ufford Village Hall on Tuesday 13th March 2018 at 7.30pm

DRAFT MINUTES FOR APPROVAL AT NEXT MEETING

1. In attendance – *Chairman Keith Lievesley (KL), Councillors Graham Bowes (GB) and David Chadwick (DC). Ward Councillor David Over (DO). Parish Clerk Susie Caney (SC). Julia Alexander (JA) to be co-opted.*
2. Apologies for absence accepted from *Frieda Gosling.*
3. A Declaration of Interest and Dispensations was declared by *DC for item 13.03.18.8.b.*
4. To confirm and sign the minutes of the council meeting held on 9th January 2018. *The Minutes were resolved by 3 votes for and 1 abstention (as one councillor was not present at the meeting) to be a true record of events and were duly signed by the Chair.*
5. Members of the public are invited to address the council with regard to any Agenda item. *No items addressed.*
6. Police and crime: To note the latest rural crime report. *The rural crime team report that vans are being targeted for thefts of tools. Thorpe Wood Police Station have a quantity of driveway alarms for sale at £8 each. There are also reports of a new scam called Courier Fraud – if someone claiming to be from your bank or local police force calls you to tell you about fraudulent activity but asks you for personal information or even your PIN to verify who you are – it is a scam. NEVER give out personal information or your PIN over the telephone. If you think you have been targeted, please call Action Fraud on 0300 123 2040.*

7. Ward Councillor's report. *DO reiterated that driveway alarm systems are a useful tool to help keep homes and vehicles safe. Some burglaries are happening when people are home, therefore a driveway alarm could give you notice that someone is approaching your property. PCC has been focusing on the budget, which has now been accepted.*

8. Finance.

- a. Transparency Fund Application. Funding for scanner. *Funds for a scanner have been applied for through CAPALC.*
- b. The Parish News, Donation. *It was agreed the PC would donate £100 to the Parish News, but the Clerk will request a copy of the bank reconciliation for the PC's records. **Action** – SC.*
- c. Monthly Financial Report: to approve financial statements for Jan and Feb 2018. *Approved.*
- d. To note monies received. *Noted.*
 - i. Big Lottery Fund, Defibrillator Community Project, £3,115.00.
 - ii. Barnack Ward Group via PCC: Donation towards gate at entrance of public right of way, £50.00.
- e. Authority to pay. *Approved.*
 - i. Susie Caney: Clerk's pay and expenses for January 2018, £141.85.
 - ii. HMRC: Clerk's PAYE tax for January 2018, £45.20.
 - iii. Susie Caney: Clerk's pay and expenses for February 2018, £20.69.
 - iv. HMRC: Clerk's PAYE tax for February 2018, £31.80.
 - v. Peterborough City Council: Installation of gate at entrance of public right of way by the Cricket Club, £100.00.
- f. Approve payments made since last meeting. *Approved.*
 - i. Peter Musgrove: Installation of basketball hoop and back board, £200.00.

9. Planning.

- a. 17/02150/HHFUL, The Drift, Walcot Road – Alterations to detached garage to form ancillary domestic accommodation. *Permitted.*
- b. 17/02370/HHFUL, Ufford Hall, Main Street – Construction of recreational tree house, decks and play equipment. *Permitted.*
- c. 17/01526/HHFUL, Highlands, Marholm Road – Planning Appeal. *Permitted.*
- d. 18/00326/NONMAT, Sherwood, Marholm Road – Non material amendment (removal of the red footprint of the existing dwelling) and (removal of the street scene and section drawings) of planning permission 17/00564/FUL. *The plan was discussed at length, and comments were agreed for submission to PCC. **Action** – SC.*
- e. The Local Plan. *Comments in line with the previous submission were posted online by KL on behalf of the Parish Council. The main amendment to the plan was the omission of Great Kyne. KL will circulate copies to members. **Action** – KL.*

10. Other items.

- a. Councillor Vacancy – Co-option of member. *Julia Alexander applied for the vacant position on the council and was co-opted. The Declaration of Acceptance of Office was signed at the meeting. The Declaration of Member's Interests is to be completed and returned to the Clerk. **Action** – JA.*
- b. Village maintenance: To note and agree action on current maintenance issues and to note updates on issues outstanding.
Outstanding Items:
 - i. The Telephone Kiosk – Update on Defibrillator Installation. *The Clerk will request an installation date in early April. **Action** – SC.*
 - ii. Traffic Calming – update. *The Clerk will obtain quotes for speed cushions as per PCC Highways' specification. **Action** – SC.*

- The 30mph sign on Marholm Road is due to be moved further out of the village, so it is more visible to oncoming traffic.*
- iii. Gateway installation near the Cricket Club. *The new gateway has been installed but without the 'no horses' sign. Clerk to chase with Lee Moore. **Action** – SC.*
 - iv. Ufford Urchins – pending constitution. *No update.*
- c. Current Maintenance Issues:
- v. Village Hall Projector Screen. *It was agreed that a screen would be ordered ready for installation once the imminent Hall redecoration has been completed. The Clerk will confirm timings with Fiona. It was also suggested that Peter Musgrove would be approached to provide a quote for the installation, at the same time as the installation of the replacement notice board (item c.vi. below). **Action** – SC.*
 - vi. Village Noticeboards. *GB is storing the spare noticeboard in preparation for replacing the wooden one outside the Hall.*
- d. Meetings attended: To receive reports.
- i. Financial Strategy Meeting. *KL updated members on the financial mid-term strategy.*
 - ii. Growth and Environment Scrutiny Committee. *Noted.*
 - iii. Ward Group. *The meeting is scheduled for 14th March.*
 - iv. Gamlingay Parish Council, Cemetery Project. *The Clerk gave an overview of the timeline, costs and processes involved in setting up a cemetery as per the new burial ground in Gamlingay. The next step for UPC is to think about possible locations and approach landowners. **Action** – KL & SC.*
 - v. Regional Training Seminar, SLCC. *The focus of the seminar was to update Clerks on the changes to the Financial Regulations and to ensure all Parish Councils are up-to-date on the new General Data Protection Regulation, in effect from May 2018.*
- e. To note correspondence received:
- i. Police Precept Consultation. *Noted.*
 - ii. Cambs Police, Reporting Non-Emergencies. *UPC will share the information via the Parish News and social media channels. **Action** – SC.*
 - iii. PCC, Parish Conference Presentation Slides. *Noted.*
 - iv. Gemma Wildman, PCC: Supplementary Planning Document Consultation. *It was agreed KL would submit comments on behalf of members. **Action** – KL.*
 - v. Big Lottery Fund: Publicising Funding. *The Clerk will organise publicity once the defibrillator installation date has been confirmed. **Action** – SC.*
 - vi. Civic Society: Heritage Open Days 2018. *Ufford Church is open every day, so would not fall into the category for Heritage Open Days.*
 - vii. SLCC & CAPALC: Data Protection. *Noted.*

11. Village Matters – for discussion only.

Frieda's Ufford Heritage book will be added to the next UPC Agenda and will be put forward to the Ward Group to discuss funding.

12. Next meeting: Tuesday 10th April 2018 at 7.30pm. Residents are invited to attend.

Meeting closed at 9.31pm.