

# Ufford Parish Council

Councillors	Tel	Email	Responsible for:		
<b>Keith Lievesley (Chairman)</b>	740679	keith.lievesley@btinternet.com	Barnack Ward Group	Parish Council Liaison	
<b>David Chadwick</b>	740893	david@chadsonline.co.uk	Financial overview	Planning	
<b>Frieda Gosling</b>	740343	friedagosling@yahoo.co.uk	Barnack Ward Group	Planning	Playground Working Party
<b>Paul Wilde</b>	07960 018148	paul@worldofskills.com			
<b>Margaret Sargent</b>	749482	m55arg@gmail.com	Village Hall Committee		
Clerk: <b>Susie Caney</b>	07595 377236	clerk@ufford-pc.gov.uk	Speed Watch		

## Minutes of a Meeting of Ufford Parish Council held in Ufford Village Hall on Tuesday 9<sup>th</sup> April 2019 at 7.30pm.

### DRAFT MINUTES FOR APPROVAL AT NEXT MEETING

- In attendance – *Chair: Keith Lievesley (KL), Councillors David Chadwick (DC), Frieda Gosling (FG), Margaret Sargent (MS) and Paul Wilde (PW). Ward Councillor David Over (DO) from 8.05pm. Parish Clerk: Susie Caney (SC). No members of the public.*
- No apologies for absence.*
- Declarations of Interest and Dispensations. *None.*
- To confirm and sign the minutes of the council meeting held on 12<sup>th</sup> March 2019. *The Minutes were resolved unanimously to be a true record of the meeting and duly signed by the Chair.*
- Members of the public are invited to address the council with regard to any Agenda item. *No members of the public present.*
- Ward Councillor's report. *Ward Councillor Over reported that finances are looking good at PCC with government grants coming in for specific areas/projects. The Combined Authority has plans to find a partner university for University Centre Peterborough, and Cambridge University is thought to be interested. Councillor Over has recently taken on the role of Chair of the Fire Authority. Unfortunately, there is a rise in car crime with thefts from drives where criminals can access vehicles via keyless entry, and thefts of licence plates.*

*The next Ward Group meeting will be held at the White Hart on 16<sup>th</sup> April. Public Rights of Way Officer, Lee Moore, will be attending.*

7. Finance.

- a. Annual Governance and Accountability Return for the year 2018-19. *Approved. Copy to be circulated to all members. **Action** – SC.*
  - i. Approve Annual Governance Statement.
  - ii. Approve Annual Governance and Accountability Return.
- b. Peterborough City Council, Council Tax 19/20 Report. *Noted.*
- c. Year-end update on projects and financial allocations. *The Clerk proposed headings to allocate funds for the purpose of the AGAR and internal audit.*
- d. Monthly Financial Report: to approve financial reports for March 2019. *Approved.*
- e. Authority to pay. *Approved.*
  - i. £85.87, Susie Caney, Clerk's pay and expenses for March 2019.
  - ii. £17.00, HMRC, Clerk's PAYE tax March 2019.
  - iii. £198.00, Community Heartbeat Trust, Annual Support Renewal.
- f. To note payments made since last meeting. *Noted.*
  - i. £18.00, Unity Trust Bank, Service Charge.

8. Planning.

- a. 19/00043/LBC, Old Rectory, Main Street – Heighten an existing stone wall on the front boundary of property by 1.5m. *Refused.*
- b. 19/00449/CTR, Honeysuckle Cottage, Main Street – Fell apple tree. *No objections.*
- c. 18/00570/HHFUL, Hightrees, 2 Walcot Road – Clarification of Discharge of Conditions (C3), Materials. *The PCC planning case officer is looking into the change of materials.*
- d. 18/02056/HHFUL, 3 Hillside Close – Resident queries regarding Sunday working. *It was reported that disturbances affected neighbouring residents on Mothering Sunday. DC visited the site and as a result the scaffolding contractors turned down the volume on the radio. After seeking clarification from PCC there are no constraints to Sunday working on a small-scale development, although the site manager has advised that contractors will be more considerate and not usually working on site on a Sunday. KL will speak to Councillor Hiller regarding Peterborough's policy on Sunday working and to Rob Hill, PES, regarding parking considerations on similar developments to Hillside Close as it is experiencing a large number of parked contractor vehicles, compounded by development also taking place on Marholm Road. **Action** – KL.*
- e. Cambridgeshire and Peterborough Minerals and Waste Local Plan – Consultation. *It was noted that there are no new sites in Peterborough, but continuation of existing sites – the nearest being Maxey.*

9. Other items.

- a. Ufford Heritage Publication – Update from Working Group. *The first two chapters have been designed and the publication is taking shape.*
- b. Annual Village Meeting – suggestions for a speaker, agree agenda and format. *Suggestions for a speaker included the PCC Conservation Officer or Collyweston Museum. Members will email KL with any other ideas for a speaker as soon as possible. In terms of refreshments, KL will purchase wine and MS will purchase soft drinks and nibbles. Refreshments will be served from 6.30pm with the meeting commencing at 7pm on 14<sup>th</sup> May. The Clerk will create a flyer to drop through residents' letter boxes. **Action** – All.*
- c. Street lighting – Southorpe PC request for additional light. *A request was made to SPC to install a further streetlight in the Spinney area on Walcot Road. Members of UPC discussed the request (as the area is within Ufford Parish), but felt the expenditure could not be justified as the combination of an LED light and the surrounding trees would make the illumination minimal.*

- d. Street Light Mast & requirements for planning. *PCC's Darren Deadman has not clarified how locations are determined for installations such as the mast on Walcot Road. PCC have advised that their communication will improve with future consultation on what they are doing and why.*
  - e. Scrutiny Committee – Information on co-opted roles. *KL gave an overview of the formation of the four Scrutiny Committees and the role of the co-opted rural representatives on each. All policy documents going before the Cabinet come to the relevant scrutiny committee first. The rural representatives are then able to report back to the Parish Council Liaison Group – all members of the parish council are invited to attend the PCL meetings.*
  - f. Clerk Appraisal & Pay Review. *It was agreed that DC and KL would carry out an appraisal and pay review later this month. Following an update from the Pension Regulator advising pension contributions must total 8% from 1<sup>st</sup> April 2019, members agreed a 50/50 split of 4% by employer and 4% by employee. **Action** – DC and KL.*
10. Village Maintenance: To note and agree on current maintenance issues and to note updates on issues outstanding:
- a. Gigaclear Reinstatement – Referred to Peterborough City Council. *Gigaclear have confirmed that any reinstatement works need to be carried out by PCC. All correspondence and list of maintenance works have been forwarded on.*
  - b. Highways – traffic calming measures. *KL will write to Highways' Andy Tatt and Peter Tebb for an update ahead of the Annual Meeting as no actions have been taken since their visits to the village. DC pointed out that in areas on Walcot Road there are some vehicles going over the kerb in certain circumstances (cutting corners) and the kerb is now below the regulation height.*
11. To note correspondence received.
- a. CAPALC Bulletin. *Noted.*
  - b. NALC, Employment Briefing, 2019-20 National Salary Award. *Noted.*
  - c. Wing Commander Mike Ainsworth, 20190327 – Airspace for the Red Arrows. *An information session takes place in Wittering on 11.4.19 to explore possible plans for re-locating The Red Arrows. They currently operate from RAF Scampton but the Ministry of Defence has announced that the base will close by 2022. A new home and airspace for display training is required and RAF Wittering is one of three short-listed locations.*
  - d. CAPALC, Consultation on the new Code of Audit Practice. *Noted.*
  - e. Peterborough Local History Society, Event 24<sup>th</sup> April. *Details can be found on village noticeboards.*
  - f. Sylvia Radouani, Parish Council Liaison Work Programme 18/19. *Noted. The clerk will forward future PCL agendas to all members for their interest. **Action** – SC.*
12. Meetings attended.
- a. Village Hall Committee Meeting. *MS reported that the planned Open Gardens fundraising event scheduled for June has been cancelled. This is in part due to several burglaries and attempted burglaries in the village recently. There are plans to hold a fundraiser in the Autumn. The clerk will forward details to MS regarding how local organisations can apply for support from the Parish Council – an ideal opportunity for a request would be at the Annual Meeting. **Action** – SC and MS.*
13. Village Matters – for discussion only. *No items.*
14. Next meeting: Tuesday 14<sup>th</sup> May 2019 at 6.30pm for refreshments with the Annual Village Meeting to commence promptly at 7.00pm, to be followed by the Annual Council Meeting.  
All residents are welcome to attend.

Meeting closed at 21.15.