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**Minutes of the Bluntisham Parish Council AGM
Wednesday 5th June 2019 at 8.00pm in The Village Hall, Mill Lane,
Bluntisham**

Present: Chairman Mr Mark Berg, Mr Rob Gore, Mr Frank Hudson, Mrs Philippa Hope, Mrs Cynthia Curtis, Mrs Jayne Smith, Mr Roger Steel, Mr Gary James & Mrs Tracey Davidson (Clerk)

Also present: 6 x member of the public & Cllr Jon Neish

	<p>Open forum The Chairman opened the meeting and welcomed the public. Mr Brandle raised his concerns with the hedge adjacent to his driveway which abuts the recreation ground. The PC will discuss this as part of correspondence received item 64. Mr Wraight expressed his dissatisfaction with the PC for the enforcement action taken. The chairman reminded Mr Wraight the PC are not the enforcers and any concern he has should be taken up with HDC. The PC are purely expressing concern to HDC to ensure that due process is followed on all development within the village. Mr Potter & Mrs Everest via a message to Mrs Philippa Hope raised concern with the condition of the verges on the entrance to the village along Station Road and along Rectory Road since the installation of the cyclepath. The clerk advised she has already spoken to CCC Highways Officer and Cllr Criswell but anyone else wishing to express their dissatisfaction should contact Cllr Criswell directly. The PC will discuss the action to be taken as part of agenda item 62. The Chairman advised that since the last meeting Mrs Kathy Searle has resigned from the parish council following 26 years service. On behalf of the parish council Mr Mark Berg thanked Mrs Searle for her service and all she has given to the village especially planning and the village hall and that the door would always remain open for her return, these comments were echoed by all Councillors. Meeting opened at 8.25pm</p>	
48	Dispensation Forms received and decisions given - None	
49	Declarations of interest for items on the agenda – Mrs Philippa Hope pecuniary interest item 61 BACS run 24th May.	
50	Apologies for absence – Mr Gary James, Mrs Jayne Smith, Cllr Steve Criswell. No contact from Cllr Besley.	
51	Planning terms of reference & PC process – it was agreed for the clerk to share a proposed plan ahead of the next meeting for all councillors to comment and vote on.	Clerk
52	Beer Festival update – the clerk is to sort the insurance out and expressed some additional concerns with other activities taking place. The clerk will get all risk assessments and liability documentation ahead of arranging the insurance and will attend the next beer festival meeting on Monday 17th June. The beer festival committee confirmed they do not need the loan from the parish council offered at the last PC meeting.	Clerk
53	<p>Planning:</p> <ul style="list-style-type: none"> DMC update 20th May – HDC voted to refuse planning application 18/01806/FUL land rear 22 High Street erection of 9 dwellings. Mrs Kathy Searle attended to support the PC decision and advised it was a close vote. 	

	<ul style="list-style-type: none"> • Enforcement Update 17/00158/ENBOC – Station Road. This case has now been replaced with a new reference 19/00110/ENBOC regarding the dead tree. The Council’s Arboricultural officer is once again advising on an appropriate replacement. 18/00171/ENBDOM – The Witches Twist Chicken Farm. A full planning application for the pigeon loft has now been received; it is being checked for completeness before full registration when consultations will be issued. 18/00255/ENCARA – Sunrise Meadows – the council has resolved to take action against the owners of Sunrise Meadows. • Planning application update – the clerk has produced a spreadsheet showing the last 12 months planning applications, decisions, etc and it was agreed this is to be shared on the PC website and kept updated ahead of each meeting. • Landscape plan – Rose Homes – Mr Stephen Buddle advised that he has tried to arrange a meeting with Mr & Mrs Wilson but due to ill health this hasn’t happened. The clerk is to contact Mr & Mrs Wilson to ask if all is ok with the proposed plan. The archaeology investigation will start on 24th June, the clerk is to ask if findings will be published for residents to see. HDC have now confirmed the formal postal address of the site as 1 – 21 Meridian Close (no number 13). • 19/00926/FUL – Regularisation of existing use as gypsy/traveller site. 4 Green Acre, Needingworth Road, Bluntisham. The clerk, Mr Hudson and Cllr Neish carried out a site visit on 24th May and recommended the PC Approve the proposal. (<i>Proposed Mr Rog Gore, seconded Mr Frank Hudson. All agreed.</i>) • 19/00925/FUL – regularisation of existing use as residential (gypsy & Traveller). 3A Green Acre, Needingworth Road, Bluntisham. The clerk, Mr Hudson and Cllr Neish carried out a site visit on 24th May and recommended the PC Approve the proposal. (<i>Proposed Mr Rog Gore, seconded Mr Frank Hudson. All agreed.</i>) • H/5006/19/CM – Section 73 Planning application to develop land without complying with conditions of planning permission H/5005/02/CM & S/0898/02/CM – creation of wetland habitat following excavation and processing of sand and gravel and associated changes to the related S106 agreement – Needingworth Quarry, Bluntisham Road, Needingworth. The PC discussed the proposal and agreed they have no concerns to raise. (<i>Proposed Mr Frank Hudson, seconded Mr Rob Gore. All agreed.</i>) 	Clerk Clerk
54	Minutes of the Parish Council meeting dated 1st & 15th May to be approved and signed by the Chairman – The minutes were signed by the Chairman. (<i>Proposed Mrs Philippa Hope, seconded Mrs Cynthia Curtis. All agreed.</i>)	
55	Matters arising from previous minutes not on the agenda – None	
56	County Council & District Council reports: Cllr Criswell sent his apologies and if anyone has any concerns to contact him directly. Cllr Neish advised the Local Plan 2036 has now been formally adopted and he has requested a hard copy for the parish, Mr Mark Berg advised he would print a copy if needed. Cllr Neish expressed his sadness at the loss of Mrs Kathy Searle but thanked her for her length of service to the parish and wished her a speedy recovery. The clerk has not heard from Cllr Besley.	
57	Heritage Project Update – Mrs Philippa Hope advised that the leaflets have been delivered to all households in Bluntisham, posters are dotted around the village and progress is being made on the lottery application. The next meeting is on 15 th June and will be held at 9 Bramley Grove as the village hall is in use. A mobile phone has been purchased and the website is up and running, visit www.bhp-pc.org.uk	
58	Approve Annual Governance Statement FY18/19- the clerk shared the document which was formally approved. (<i>Proposed Mr Rob Gore, seconded Mrs Cynthia Curtis. All agreed.</i>)	
59	Approve Accounting Statement FY18/19 – the clerk shared the document which was formally approved. (<i>Proposed Mr Rob Gore, seconded Mr Frank Hudson. All agreed.</i>)	

60	<p>FY2019/20 Accounts to end May 2019 – Mrs Philippa Hope went through the accounts in detail and no concerns were raised. Some large annual payments have gone through which make the accounts appear ahead of forecast but this will balance out in due course. Ad-hoc rents for the village hall are up and account for 36% of the annual forecast to date. Mr Mark Berg thanked the clerk for her efforts with securing ad-hoc bookings. An additional £2k income will be received for the doctors rent due to the increase of the lease for a further 3 months.</p> <p>Income May - £4482.84 Expenditure May - £36967.19 Bank Balance: £39727.97 <i>(Proposed Mr Rob Gore, seconded Mrs Philippa Hope. All agreed.)</i></p>	
61	<p>Accounts for payment for May</p> <ul style="list-style-type: none"> • BACS run 24th May- £7182.26 authorised by Mr Mark Berg & Mr Rob Gore. <i>(Proposed Mr Rob Gore seconded Mr Mark Berg. All agreed.)</i> 	
62	<p>Village Maintenance & events:</p> <ul style="list-style-type: none"> • SID update – the clerk published the recent data from Wood End which continues to show the majority of vehicles are travelling within the speed limit. Full details are on the website. The SID has been located along Rectory Road and will be moved to Holliday’s Road next week. • Verges – Station & Rectory Road. The clerk met with Brian Mudoch to discuss the verges following the installation of the cyclepath. Brian Murdoch confirmed these were not returned to the original condition however, also advised that CCC has no funds for these works. The clerk questioned the remedial work carried out along Rectory Road outside Bluntisham House and why this wasn’t continued. The clerk has also contacted Cllr Criswell to see what help he can offer. It was agreed the clerk is to write to CCC to advise if the PC carry out the remedial works at their expense they will reduce their contribution to CCC for the LHI works undertaken. <i>(Proposed Mrs Philippa Hope, seconded Mr Frank Hudson. All agreed.)</i> • Village Hall LED Lights – the clerk went back to 3EUK to ask if they could offer a 5 year warranty at no additional cost and also to GEWISS to see if they could improve their quote. GEWISS quote came back higher than previously due to an increase in installation costs and 3EUK agreed to offer a 5 year warranty. Based on these responses it was agreed to use 3EUK for the installation of LED lights throughout the village hall. The clerk is to make the necessary arrangements for installation at a convenient time in August 2019. <i>(Proposed Mr Rob Gore, seconded Mrs Cynthia Curtis. All agreed.)</i> • Village Hall – premises supervisor & license holder roles & hire agreement – the clerk advised that following conversations with HDC Licensing team the Parish Council could be the premises license holder with the Chairman and Clerk as named representatives. No DPS is required due to changes in the legislation. The clerk has completed all the paperwork and will submit to HDC with the payment of £46 to cover both changes. The change, once approved, will take place immediately. <i>(Proposed Mr Frank Hudson, seconded Mr Rob Gore. All agreed.)</i> 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
63	<p>Committee updates:</p> <ul style="list-style-type: none"> • Allotment – Mr Frank Hudson and Mr Roger Steel carried out a walk about ahead of the meeting and photos of plots 13b,16b,21b,25a&b,28b were shared. It was agreed the clerk is to write to plot holders and remind them of their responsibility. The main concern is the seed heads spraying on neighbouring plots in the wind. • Finance Committee – Mrs Philippa Hope suggested that the HMC is disbanded with the financial element moving to the finance committee and the day to day running and events to the PC. It was suggested that a quarterly meeting could include events planning and the PC encourage other residents to get involved. It was agreed to review 	<p>Clerk</p> <p>Clerk</p>

	<p>the terms of reference and discuss in detail at the next PC meeting.</p> <ul style="list-style-type: none"> • Hall Management Committee – no meeting since last PC meeting. • Reports from Mrs Margaret Lumb - Planning application H/5006/19/CM is a variation of conditions. The concern raised was around longer hours of operation agreed but only for the duration of the A14 contract, but no additional lorry movements will take place as the work is all on the site. New areas for stripping have been delayed as 19 water voles had to be (successfully) relocated along with badger setts. Archeological excavations have discovered the remains of a log boat with predates Christ. <p>CCC Highways have accepted the transport report for the proposed car park on the Shelford Road. Now the Flood and Water team will report on any problems and a decision is expected by late August. If approved work will begin in the autumn and it should be operation by next year.</p> <p>Willow Hall Farm- CCC is waiting for an air quality report for Earith & Bluntisham which has to be in by 20th June.</p> <p>Road Safety – Earith speedwatch is researching the possibility of a 20mph zone along A1123.</p>	
64	<p>Correspondence received</p> <ul style="list-style-type: none"> • Mr Alan Thompson – Colne Road Grass area. The clerk shared the concerns raised and also the quote received from HDC to clear the site. However, a meeting with Brian Murdoch at CCC confirmed the land belongs to CCC and he will arrange for clearance to take place. The clerk is to chase this and respond to Mr Thompson. • Mr Eric Brandle – Hedge ownership Mill Lane. It was agreed the clerk is to carry out a land registry search to confirm the ownership. This will then come back to the next PC meeting. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>) • Mr Simon Claridge – Land rear of 22 High Street. The clerk shared the correspondence received and the PC asked the clerk to thank Mr Claridge but his suggestion to purchase the land and turn into a community orchard is a private matter and not one that falls into the remit of the parish council. • Mrs Sue Morgan – bench insurance. The clerk asked if the new benches can be added to the parish assets and insurance from now onwards. All agreed this was a sensible suggestion. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>) • Mrs Sharon Button – drone flying. The clerk shared the correspondence received and after initial investigation into the new legislation coming into force in November 2019 it was agreed to inform Mrs Button of this and the PC is to investigate further and put some guidance on the website and notice board advising that all public liability is with the individual flying the drone and not the PC. A copy of the CAA Drone Code including details of personal responsibility and legal requirements will be published. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
65	<p>Items for consideration (for information only)</p> <p>The clerk advised the annual PAT testing is due on electrical items and quotes received are the same as last year, therefore she asked if Plugtest could carry out the testing in July. All agreed.</p> <p>The clerk advised the newsletter will be published early July and all articles should be sent to the clerk no later than Friday 21st June.</p> <p>Mr Roger Steel asked if there was a tree plotting plan for all species planted in Meridian Wood. The clerk is to contact Mr Gedye to ask if this is available.</p> <p>Meeting closed 10.05pm Next meeting Wednesday 3rd July 2019.</p>	<p>Clerk</p> <p>All</p> <p>Clerk</p>

Bluntisham 100 club draw took place:

1st place wins £200 – 8 Amie Curtis

2nd place wins £50 – 53 Julie Wade

3rd place wins £30 – 19 Alan Fitzgerald

A few numbers remain if anyone is interested in joining the 100 club please contact Cynthia Curtis – BPC.cynthiacurtis@gmail.com