

**Minutes of Horseheath Parish Council Meeting held on
Monday 8 July 2013 at 7:45 p.m. in the Village Hall**

Present: **Stuart Miller (Chairman)** **Denise Lindsell (Vice Chairman)**
 Ninian Bickerton **Tori McKillen**
 Christine Newman **Richard Southwell**

In Attendance **Roger Hickford (County Councillor)** **Richard Barrett (District Councillor)**
 Bernard Yallop (Parish Clerk)

The meeting began at 7:45 pm.

1. Apologies for Absence Andrew Fraser had to attend another meeting at West Wrattling.

2. County Council Report

Roger talked about some of the items mentioned in his report, although many of them concerned Linton rather than Horseheath. He mentioned progress in the improved broadband system in South Cambridgeshire. Areas with a small number of business premises may not be included in the first phase and for them there will be delay before they are upgraded with modern glass fibre technology.

There is to be a project called a City Deal involving the County Council, the District Council and the City Council, and it should lead to more funding for the A1307.

He also talked about the Local Highways Improvement Scheme which allows parish councils to improve their local roads by means of grants obtained by a bidding process. Applicants can seek up to £10,000 as a contribution to their projects. The applicant has to provide 10% or more of the overall cost of their project.

Denise asked Roger if anything could be done about the wheel tracks from heavy vehicles that have appeared on the dual carriageway outside Linton. If the wheels of your car get stuck in them it can be very difficult to escape from them.

3. District Council Report

Richard said that the district council was in the final stages of preparing a new Local Plan. A series of public exhibitions would be run across the district in July and September. He said that the two exhibitions nearest to our area would be the one at Spicers Pavilion in Sawston on July 17 and the one at Linton Village College on July 22.

He said that the conditions for The Village Hall Licence Act of 2003 were proving to be too stringent and would be eased off. Parish council would receive more details of the proposals in due course.

The Mobile Warden Scheme is looking for a new warden to replace Janet, and advertisements were being placed on Village Notice Boards for applicants.

He also mentioned the difficult concept of Contract Council Housing, which has started to concern the district council and we may be hearing more about in the future.

4. Minutes of Parish Council Meeting on Monday 13 May 2013

The minutes were agreed and signed.

5. Matters Arising

5.1 King's Stone Stuart said that he had answered the Lottery questions, and the application for a grant will go in before the end of the month.

5.2 Bid for Local Highway Improvements Scheme The good news is that Horseheath's bid has been approved. The problem is that instead of being asked to contribute 10% towards the total estimated cost of £10,000 it has been asked to contribute 70% or £7,000. In fact Horseheath was hoping to carry out further improvements, which would not be possible without a far more generous grant. Roger Hickford advised the parish council to find out what was needed and enter the bidding system again for the coming season 2014/15, which was about to begin now. There was no limit on how many times a parish council could enter a bid for a share of the £100,000 on offer annually.

5.3 30 mph Stickers The stickers have been fixed to the appropriate bins by volunteers. The clerk has not yet received an invoice for the stickers.

5.4 Winter Gritting at Cardinals Green The clerk wrote a letter to David Gilkes, Highways Officer asking for the narrow section of the road to be gritted when the weather is severe. David Gilkes passed the request on to Jon Clarke, the District Infrastructure and Streets Manager for the South and Dennis Vacher, the Cyclic Network Management Officer for the winter maintenance operations, for their comments.

5.5 Safety Inspection 2013 The inspection will be carried out in the next month or so.

5.6 *Standing Orders* Stuart said that the parish council approved the adoption of a new code of conduct, which should not affect the existing Standing Orders. He will, however, check once again to confirm that this is the case before the matter is closed.

5.7 *House Numbers* The parish council agreed by email to extend the current numbering system starting with 10.

5.8 *Village Memorial Sign* Simon Royal has completed the maintenance of the post and sign.

6. Planning

6.1 *Parish Council*

S/0970/13/FL Outbuilding (retrospective) front porch at 5 Audley Way for Jefferies was approved.

6.2 *District Council*

S/0833/13/FL Replacement boundary wall at Mount Farm, Cardinals Green for Jeffery was approved.

S/0970/13/FL Outbuilding (retrospective) front porch at 5 Audley Way for Jefferies was approved.

7. Finance

7.1 *Receipts*

Date	Drawee	Amount	Remarks
15/05/13	Two Allotment Rents	£70.00	Plots #2 and#3
20/05/13	Horseheath Parish Council	£140.00	Transfer from Treasurer's A/c
Total		£210.00	

7.2 *Payments*

The following payments have been made since the last meeting:

Date	Ch No.	Payee	Amount	Remarks
13/05/13	541	CommuniCorp	£12.00	Clerks & Councils Direct, Subscription, S137
13/05/13	542	CAPALC	£164.89	Affiliation Fee, S137
13/05/13	543	NALC	£16.00	Local Council Review, Subscription, S137
13/05/13	544	Aon UK Ltd	£757.02	Local Council Insurance
13/05/13	547	Horseheath Parish Council	£140.00	Transfer to Burial Fund A/c
13/05/13	546	Friends of Roman Road	£20.00	Corporate Membership Fee
13/05/13	548	B. Yallop	£100.00	Petty Cash
07/06/13	550	Age Concern	£300.00	Mobile Warden Scheme
31/05/13	545	B. Yallop	£465.30	Clerk's Salary, Apr May June
24/06/13	551	HMRC	£116.20	PAYE Quarter Ending 5 July
Total			£2,091.41	

The following payments have to be made:

Horseheath Brownies, £50.00, Litter Pick on 26 June

Shine, £30.00, Clean two metal bus shelters.

7.3 *Account Balances* On 26/06/13 the balances of the accounts were:-

Petty Cash	£109
Treasurers Account	£15,915
Burial Ground Access Fund Account #1	£1,099
Burial Ground Access Fund Account #2	£19,866
Village Sign Maintenance Fund Account	£4,333
Total	£41,322

7.4 *Internal Audit*

The internal audit was completed on 24 May. The internal auditor said that on completion of the Internal Audit, all Internal Controls have been met and I have completed and signed Section 4 of the Annual Return.

7.5 *External Audit*

The information requested by the external auditor (and listed in the previous minutes) was sent on 7 June.

7.6 *PAYE Real Time Information*

The clerk decided to use HMRC Tools to carry out the work as it is free and it is supposed to work in most cases for less than nine employees.

10. AOB

10.1 Burial Ground Access

Richard Southwell asked if the funds accumulating on access to the Burial Ground could be spent. The Chairman explained some of the complications involved. For example the incumbent is deemed to be the owner of the churchyard and gives access by licence for pedestrian access lasting for five years. Incumbents change so it may happen that a licence is refused. If such a case occurs there is an easement that allows the parish council to gain access from the road via the allotment site. After a lengthy discussion it was agreed for the time being to accept the status quo.

11. Date of Next Meeting The next meeting will be on Monday, 16 September 2013 at 7:45 p.m.
The meeting ended at 8:38 pm.