



To all members of the Council:

You are hereby summoned to attend the next meeting of the Parish Council to be held on **Tuesday 11th April 2023 commencing 7:30 pm** in Highgate Hall, Overend, Elton PE8 6RU.

Members of the public and media representatives are welcome to attend.

Kerry Rew, Clerk

www.eltonparishcouncil.gov.uk

AGENDA

1. TO NOTE ATTENDANCE AND APOLOGIES FOR ABSENCE
2. DECLARATIONS: To receive declarations of interest in items on the agenda
3. TO CONFIRM MINUTES OF THE PREVIOUS MEETING held on 14th March 2023

Motion from Councillor Ross to amend the Minutes prior to approval and signature as follows:

1. Item 7.3 – to delete the sentence “Due to the lack of time for reviewing the report in advance of the meeting.” **FOR RESOLUTION**

Motions from Councillor Cummins:

2. Item 7.6 – to delete the sentence “Cllr Cummins to follow up with other residents whose trees are problematic” **FOR RESOLUTION**
3. Item 7. 11 – to delete the sentence: “A majority of councillors supported in principle Parish Council management of the defibrillators”. **FOR RESOLUTION**
4. Motion: *The reporting practices for the Minutes should be clarified to ensure that no decision should be recorded unless it has been made by motion, vote, and resolution.* **FOR RESOLUTION**
5. Motion: *No internal PC documentation, other than the formal Minutes, should be publicised outside the Council without a formal motion and resolution by the Council so to do.* **FOR RESOLUTION**

4. FINANCE

1. Accounts/cash flow update for information CLERK
2. Authorisation of Payments **FOR RESOLUTION** CLERK
3. Notification of internal audit FOR INFORMATION
4. Notification of **3rd July** deadline for external audit (AGAR) FOR INFORMATION

5. PLANNING & PLANNING APPLICATIONS

1. Newlands: Land North of Peterborough Road Haddon (ref 22/00441/FUL) *and*
2. Newlands: PCC ref 22/00381/FUL - demolition of two dwellings, out-buildings & related structures, creation of access from the A605, highway works to Oundle Road & Junction 17 of the A1
3. Peterborough Showground development - update

4. Solar Park Haddon (ref 22/00668/FUL) – update

6. CORRESPONDENCE

1. Renewal of CAPALC affiliation for the annual fee of £386.99 (per details circulated 29.03.23). **FOR RESOLUTION**

2. HDC Local Plan ‘Call for Sites’ consultation launch (per information circulated 27.03/30.03.23) FOR DISCUSSION

3. HDC Huntingdonshire Futures Place Strategy (circulated 30.03.23) FOR DISCUSSION

4. Cambridgeshire Matters March update – notification of Flood Resilience Days (circulated 29.03.23) FOR INFORMATION

5. Churchyard footpath update FOR INFORMATION

7. REPORTS FROM COUNCILLORS AND CLERK

1. Clerk’s report – updates for information CLERK

2. CCC 20 mph application – **deadline 30th April**

Motion from Cllr Ross; seconded Cllr Taylor:

Elton Parish Council will apply for a single 20 mph zone with three entry points, being the present location of the 30 mph sign at the entrance to the village north of The Old Coach House, 37 Duck Street; the school sign on upper Middle Street, east of the former telephone box, near 18 Middle Street; and upon entering Highgate Green from the B671 Wansford Road, near Rose Cottage, 1 Highgate Green. **FOR RESOLUTION**

3. HDC bio-diversity project/Highgate Green rewilding update IR

4. Emergency Flood Plan update MM

5. Overend LHI traffic calming update RS/RD

6. Wansford Road LHI update RD

7. Speed Watch/MVAS update IR

8. PC consultations and liaison with neighbouring parishes update

9. Trees/obscured streetlights, verges, footpaths, update

10. Spinney tidy update. Possible Augean funding/use of Probation Service ‘Unpaid Work’ team. FOR DISCUSSION RD

11. Waste bins update SR

12. Grass cutting contract update MM

13. Neighbourhood Plan update IR

14. Village greens working group update - to include the following motions jointly proposed by councillors McCann, Ross, Taylor, and Willson:

i. Motion: *Elton Parish Council authorises volunteers to perform re-seeding of damaged areas of Block Green, and to protect the re-seeded areas from repeat damage by using temporary barriers, all at zero or minimal cost to the parish council.* **FOR RESOLUTION**

ii. Motion: *Elton Parish Council will conduct a “Park Responsibly” public information campaign to bring to the attention of residents the damage caused*

- to the village greens by vehicle parking and to request residents to park responsibly to avoid further damage to the village greens. **FOR RESOLUTION***
- iii. *Motion: Preservation of Stocks Green to be currently considered as a separate issue from Block Green due to the different character and environment of, and different attitudes toward, these two village greens and in accordance with the instruction from the Chair for a “gradual approach” to protection. **FOR RESOLUTION***
- iv. *Motion: Unless requested by residents for the purpose of protecting Stocks Green, no further physical obstacles will be placed on Stocks Green by the parish council or on behalf of the parish council that prevent vehicle access to the green; this will be reviewed following a one-year review of any trial measures that may be taken on Stocks Green. **FOR RESOLUTION***
- The following motions proposed by Councillor Donoyou:
- v. *Motion: The Parish Council accept that some degree of restraint is required to prevent vehicle damage to Block and Stocks Greens along with a programme of regular maintenance and repair. This should include the grassed areas and the trees. **FOR RESOLUTION***
- vi. *Motion: The Parish Council recognises that there is a legal tension between the Parish Council’s legal responsibility to protect and maintain, and the continued parking of vehicles, by residents, visitors to residents, customers of the hair salon and The Crown, and walkers, in relation to Stocks Green and Block Green and highway verges around these greens and in roads approaching the greens. It must also be recognised that the obstruction of the highway is an offence. It must also be recognised that excluding vehicles from one area, either the greens or associated highway verges, has simply begun to transfer the problems to nearby verges outside other residents’ homes. The Parish Council will work with residents and businesses to find a practical solution to the tensions between parking and the legal responsibility for the protection of the greens. **FOR RESOLUTION***
- vii. *Motion: On golf courses, football and cricket pitches, and domestic lawns, regular maintenance of grassed areas is essential. Currently, Elton Parish Council carry out no planned maintenance or management. It is therefore proposed that the Parish Council seeks professional advice on a system of planned maintenance to minimise the impacts of vehicles and footfall. This is likely to include periodic aeration through spiking, dressing with coarse gritty materials to improve drainage and reduce “mudding”, and re-seeding of stressed areas (i.e., areas where vehicles regularly park) with resilient ryegrass. **FOR RESOLUTION***
- viii. *Motion: After receiving professional advice and costings, the Parish Council will consider a programme of planned maintenance and management, and associated costs. The Parish Council will decide the most appropriate system*

*of enclosure / fencing for the protection of the greens in terms of effectiveness and appearance at the centre of the village conservation area, with associated costings. **FOR RESOLUTION***

ix. Motion: *The Parish Council will hold discussions with the most affected residents of Stocks Green, River Lane, Duck Street, and lower Middle Street to confirm a firm action plan with defined actions and responsibilities. **FOR RESOLUTION***

x. Motion: *The parish council will agree a costed basis for the above and implement planned management before 28th July 2023. **FOR RESOLUTION***

15. Defibrillators update to include the following motions jointly proposed by Councillors Donoyou, Ross, and Taylor:

i. Motion: *Elton Parish Council to provide funds of up to a maximum of £1,000 per annum for the provision of spare parts (batteries, pads), installation costs (if any), and any servicing, maintenance, and repair costs (none planned) for public-access defibrillators within the civil parish of Elton. This maximum annual amount to be reviewed annually when setting the annual budget for the next financial year. These funds will not be used to purchase or replace defibrillator units. **FOR RESOLUTION***

ii. Motion: *The parish council fund of up to £1,000 per annum to support defibrillators will be drawn down as required by call-off to the parish council from either "Heartsafe Communities UK" (Registered Charity No. 1196702) or the designated "Guardian" of the defibrillators in Elton. Call-off of funds from the parish council must be supported by auditable documentation such as the invoice or order form, plus a delivery note for the item. **FOR RESOLUTION***

iii. Motion: *In the absence of an established cardiac emergency response group in Elton, Elton Parish Council will manage the network of defibrillators in Elton up to a maximum of six (6) defibrillator units. The tasks associated with management of the defibrillators may be delegated by the parish council to volunteers acting on behalf of the parish council (such as the designated "Guardian" of the defibrillators). Management tasks will be listed and will mainly include monitoring the status of units, recording use, ordering spare parts when required. Management of the units does not imply ownership or any obligation to insure or replace units. Management of the units does not indicate responsibility for operation, misuse, or consequences of use. The maximum number of defibrillators managed by Elton Parish Council will be reviewed every two years. **FOR RESOLUTION***

16. Reports from councillors

8. TO APPROVE DATE OF NEXT PARISH COUNCIL MEETING AND **ANNUAL MEETING OF COUNCIL**: 9th May 2023.

At any time after 9.30 p.m. any Councillor may request the meeting be ended and any items not discussed will then be carried forward to the next meeting.