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**APPROVED MINUTES OF ELTON PARISH COUNCIL MEETING HELD IN HIGHGATE HALL ON TUESDAY
13TH FEBRUARY 2024 COMMENCING AT 7:30 PM**

PRESENT: Councillors Tim Cummins, Justin Hawkesford, Malcolm McCann, Ian Ross (Chair), Shirley Strowbridge, Kathryn Taylor, Paul Willson

IN ATTENDANCE: Kerry Rew, Clerk; four members of the public

		ACTION
	Cllr Ross welcomed everyone to the meeting.	
1.	APOLOGIES: Cllr Speechley, Cllr Walsh, County Cllr Bywater, District Cllr Beuttell	
2.	DECLARATIONS OF INTEREST: There were no declarations of interest in items on the agenda.	
3.	PUBLIC FORUM: 1. A short presentation was given by Mr Andrew Wright, resident of The Smithy, Overend, who is planning to apply for change of use to the original Smithy building (which is a Listed building) as a café. A planning application will be submitted soon. The initial proposal is that opening times would be Thursday – Sunday, 08:00 – 16:00. The establishment would be aimed principally at locals, walkers, and cyclists. It was hoped that provision for car parking could be secured in the Highgate Hall car park, as it was recognised this could be problematic given the location. Councillors stressed that parking on the verges must be avoided and actively discouraged. The Conservation Officer at the time the property was purchased suggested that such a scheme could be acceptable, requiring minimal changes to the inside of the building whilst returning the exterior to its original appearance. Consultation so far indicates a positive reception from neighbours, other residents, and local businesses. The Parish Council thanked Mr Wright for his proactive approach and wished him success in his endeavours. 2. A resident of Wansford Road pointed out that the recent re-positioning of the MVA speed sign so that it faced outgoing traffic, had had a very positive effect in slowing vehicles leaving the village.	
4.	COUNTY & DISTRICT COUNCILLORS' UPDATE: Cllr Bywater wrote to advise that a full council meeting of Cambridgeshire County Council would take place on 13th February to sign off the new budget. In line with other authorities across the country they will apply the maximum increase in Council Tax.	
5.	MINUTES OF MEETING 9TH JANUARY 2024: Proposed Cllr McCann, seconded Cllr Cummins and APPROVED as a true record.	
6.	FINANCE: 1. The monthly Accounts and Cashflow Update was circulated prior to the meeting and presented by the Clerk. Spreadsheet attached showing income, expenditure, and YTD balance. 2. There were 6 payments presented for authorisation per the Schedule of Payments below. AGREED. A payment of £45 for membership of the Open Spaces Society was authorised at the last meeting and made on 10th January and also appears on this schedule.	

7.	<p>PLANNING & PLANNING APPLICATIONS:</p> <ol style="list-style-type: none"> 1. NNC Consultation NE/22/00151/FUL – Halden’s Parkway, Thrapston. Objection to the amended application submitted 9th January. A virtual meeting of the STAUNCH group will take place at 19:30 on 21st February. Councillors were requested to advise the Clerk if they are able to attend in order to obtain the meeting link. The application will go to NNC Planning Committee on 20th March. Cllr Ross will register to speak against if it is permissible for him to do so. 2. At a second meeting of the HDC Planning Committee on 22nd January to discuss the decision against the Haddon Solar Farm, the original decision stood, and the refusal has been issued. The Applicants have six months in which to appeal. 	ALL
8.	<p>CORRESPONDENCE:</p> <ol style="list-style-type: none"> 1. The Clerk received an invitation to the Elton Quarry Local Liaison Group meeting, to be held at the quarry on 20th February. Councillors Speechley and Taylor to attend. 2. A request was received from a resident for permission to use Stocks Green for a classic car display as part of the village Open Gardens event on 23rd June. AGREED Proposed Cllr Willson, seconded Cllr Cummins. 3. A Zoom engagement session will take place on 19th February at 14:00 hosted by HDC to discuss the Festival of Huntingdonshire. Invite link distributed to all councillors. 4. Two surveys being conducted by CCC on the performances of Highways contractor, Milestone and street lighting contractor, Balfour Beatty. Cllr Ross noted the difficulty of fault reporting street light issues to Balfour Beatty, as there is no means of tracking and the quality of the resurfacing in Hayes Walk/Brawn Way was discussed. Clerk to submit - deadline 28th February. 5. Gigaclear has sent invitations to a number of households to drop-in sessions on 29th February at 12:00 – 13:00 and 18:30 – 19:30. It appears that there are issues with the build causing installation delays. 6. The next Joint Parishes meeting arranged by Cllr Tim Alban will be held on 20th March. Chair (or a deputy) and Clerk to attend. 7. Following concerns about the large, temporary marquee erected at the Black Horse, it was established that planning permission should have been sought because the garden is deemed part of Elton Park, which is Listed. Landlord has been advised that future events must comply with planning requirements. 	ALL CLERK
9.	<p>REPORTS FROM COUNCILLORS & CLERK</p> <ol style="list-style-type: none"> 1. Clerk’s report – notifications and updates for information: <ol style="list-style-type: none"> i. Clerk has written to CityFibre regarding the poor standard of work on the reinstatement of the verges and the greens (which the contractors did not have permission to use). The Parish Council is also acting on behalf of a resident whose daffodils, planted on Stocks Green, were damaged. The replanting done by CityFibre was not deemed satisfactory. Now that work is complete, a full report will be issued to CityFibre by Gillian Mott, CCC Street Works Inspector, listing all rectification required on Highways’ verges. The Parish Council will review the recovery of the greens and follow up with CityFibre and Connecting Cambridgeshire directly. ii. Clerk has compiled information on ownership/responsibility for each of the benches around the village and thanked residents for their input. A full report will be prepared for review and further action regarding maintenance/repair/removal as appropriate. Damaged bench outside the school was removed as beyond economical repair. Cllr Ross thanked the school and parents for their assistance. iii. No progress on installation of noticeboard. CCC Highways’ check for utilities used the incorrect co-ordinates for the location so search has been requested again. Contractor simultaneously pursuing with 	

	<p>Highways, but process proving to be more complicated than anticipated. Alternative solutions under consideration.</p> <p>iv. It was AGREED that each councillor would provide a passport style photo, (or one will be taken) for inclusion on the website together with email contact details.</p> <p>v. Clerk requested permission to purchase primer and paint for the refurbishment of the telephone box at a cost of £73.70. Work to be done either by volunteers or using the unpaid work scheme run by the Probation Service. RESOLVED Proposed Cllr Taylor, seconded Cllr Willson.</p> <p>vi. The running water down Middle Street from outside Rectory Farm Mews was confirmed as field run-off and requires no further action at present. Work on the blocked drains and leak from Ailington Leas, Back Lane has not progressed. The Clerk has received no reply to several requests for an update from the engineer at CCC Drainage & Resilience Team. Clerk to pursue with LHO.</p> <p>vii. Clerk recently reported non-functioning streetlight on St Botolph's Green. This has since been repaired by the contractors, Allan Peacock Streetlighting. This is the first streetlight that has required attention since their installation. Clerk to compile a register of all lights and installation dates so that future maintenance costs can be accurately monitored and budgeted for.</p> <p>viii. Fault reports update:</p> <ul style="list-style-type: none"> - Dead rowan on Back Lane – still awaiting removal - Damaged footpath outside Highgate Hall now repaired - Cllr Walsh working with Cllr Speechley to contact the Environment Agency regarding fly tips in ditches on Oundle Road and in Gated Road gateway. - Dilapidated signs on Highgate Green, Duck Street and Greenhill Road reported to HDC – pending - Overgrown hedge on corner of Back Lane/Duck Street was cut back by resident - Series of potholes on Overend near cricket pavilion, reported online by Clerk - Cllr Speechley still chasing repair of beacon light at dangerous A605/B671 junction. CCC Local Highways Officer now involved. - Dead elm on Wansford Road reported online by Cllr Speechley <p>ix. Towpath from Elton Lock to Warmington Lock has been cleared.</p> <p>x. Clerk reported that HDC will be taking grass cutting back in-house with effect from approximately March (subject to weather). This means the Parish Council will no longer receive the annual payment of £813.70 from HDC towards grass cutting charges and that SMV will now have less to do. HDC will be responsible for cutting Brawn Way play area, Hayes Walk green and the corner of Hayes Walk/Back Lane, Highgate Green, and Wansford Road loop. Clerk to contact SMV regarding 2024 grass cutting schedule and charges with above in mind plus possible further repairs to greens following CityFibre damage.</p> <p>2. Wildflower sowing - Clerk and Cllr Speechley to review wildflower sowing on HDC land (Hayes Walk and additionally Highgate Green). Clerk awaiting confirmation from CCC Highways Officer regarding proposed further sowing along Wansford Road and Chapel Lane for Cllr Speechley to progress.</p> <p>3. HDC CIL 2024/25 – Application for £5000 submitted towards funding Wansford Road traffic calming.</p> <p>4. CCC LHI 2024/25 –Application for £2000 submitted for Middle Street double yellow lines.</p> <p>5. Wansford Road LHI update – No information from CCC since October still under review by Highways.</p>	<p>ALL</p> <p>CLERK</p> <p>CLERK</p>
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	<p>6. 20 mph Initiative – all details now agreed so public consultation about to be announced. Whole process likely to take 6 months before work can commence.</p> <p>7. Speed Watch/MVAS – latest Speed Watch and MVAS data report (attached) circulated by Cllr Ross prior to the meeting with data from Wansford Road. Second speed sign has now been received.</p> <p>8. Flood Group update – Cllr Speechley still endeavouring to set up meeting which has been delayed as there is a new EA contact. Cllr Speechley continues to keep residents updated with flood alerts.</p> <p>9. National Landscapes strategy – Cllrs Ross and Speechley attended a meeting with CPRE and Upper Nene Valley parishes to discuss a proposal for the area to be designated as a National Landscape (formerly AONB). Status would give same level of protection as a National Park.</p> <p>10. Reports from councillors – Cllr Strowbridge raised the matter of kerbing and road widening in Back Lane/Highgate Green to protect the verges. Cllr Ross reported that Cambridgeshire County Council announced that the policy of no chemical weed spraying is to be reversed.</p>	
10.	<p>DATE OF NEXT PARISH COUNCIL MEETING: Tuesday, 12th March 2024</p> <p>The meeting closed at 21:20</p>	

DATE	TRANSACTION	PAYEE	DETAILS	TOTAL
17/01/2024	B/P	Open Spaces Society	Annual Membership	£45.00
FOR AUTHORISATION 13/02/24				
13/02/2024	B/P	CAPALC	Councillor training B Walsh, J Hawkesford	£150.00
13/02/2024	B/P	Allan Peacock Streetlighting Ltd	Call out & repair St Botolph's Green	£210.00
13/02/2024	B/P	Elan City	Evolis solar radar MVAS	£2,266.79
13/02/2024	B/P	Ms K Rew	Clerk's salary January 2024	£345.28
13/02/2024	B/P	Ms K Rew	Clerk's expenses January 2024	£27.20
13/02/2024	B/P	Highgate Hall	Room hire January 2024	£20.00
				£3,064.27