



[www.eltonparishcouncil.gov.uk](http://www.eltonparishcouncil.gov.uk)

**DRAFT MINUTES OF ELTON PARISH COUNCIL MEETING HELD IN HIGHGATE HALL ON TUESDAY 9TH  
APRIL 2024 COMMENCING AT 7:30 PM**

**PRESENT:** Councillors Tim Cummins, Justin Hawkesford, Malcolm McCann, Ian Ross (Chair), Jan Speechley, Shirley Strowbridge, Paul Willson

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

		<b>ACTION</b>
	Cllr Ross thanked those who had remained from the Annual Parish Meeting and welcomed new arrivals to the meeting.	
<b>1.</b>	<b>APOLOGIES:</b> Cllr Walsh	
<b>2.</b>	<b>DECLARATIONS OF INTEREST:</b> There were no declarations of interest in items on the agenda.	
<b>3.</b>	<b>PUBLIC FORUM:</b> There were no further comments from the public following the preceding Annual Parish Meeting.	
<b>4.</b>	<b>COUNTY &amp; DISTRICT COUNCILLORS' UPDATE:</b> Reports from County and District representatives were presented at the preceding Annual Parish Meeting (see Notes).	
<b>5.</b>	<b>MINUTES OF MEETING 12TH MARCH 2024:</b> Proposed Cllr Cummins, seconded Cllr Hawkesford and APPROVED as a true record.	
<b>6.</b>	<p><b>FINANCE:</b></p> <ol style="list-style-type: none"> <li>1. The year end accounts and monthly cashflow update were circulated prior to the meeting and presented by the Clerk. Spreadsheet attached showing actual year end results, and income, expenditure, and YTD balance for the new financial year. Clerk advised that accounts and all associated documents have been submitted for internal audit. It was noted that the forecast figures for 2024/25 have been revised but are not yet approved. <b>All councillors to review budget revision before next meeting and submit comments and suggestions for other projects.</b></li> <li>2. The renewal of annual affiliation to CAPALC (Cambridgeshire &amp; Peterborough Association of Local Councils) at a cost of £404.88 was presented for approval and RESOLVED.</li> <li>3. There were 3 payments presented for authorisation per the Schedule of Payments below. AGREED. Total payments of £445.27 for Clerk's salary by monthly standing order, and the purchase of wildflower seeds were authorised at the previous meeting on 12th March and also appear on this schedule.</li> </ol>	ALL

	4. The Clerk notified receipt of AGAR (Annual Governance & Accountability Return) documentation for external audit. The deadline for submission is 1st July 2024.	
7.	<p><b>PLANNING &amp; PLANNING APPLICATIONS:</b></p> <ol style="list-style-type: none"> <li>1. <b>Manor House, 19 Chapel Lane (Ref 24/00467/LBC)</b> – no objections. Recommend approval.</li> <li>2. <b>33 Duck Street (Ref 24/00478/HHFUL &amp; 24/00479/LBC)</b> - no objections. Recommend approval.</li> </ol>	
8.	<p><b>CORRESPONDENCE:</b></p> <ol style="list-style-type: none"> <li>1. The council has been notified of a HDC initiative offering the option for parishes to request up to 10 green bins for communal use. This ensures that everyone has access to the garden waste service, regardless of their location. However, the initiative is fraught with complexities; bins must be sited at a central location; the location must have a postcode to register for collection; the parish council would be responsible for the bins and disposing of waste of the “wrong” sort; the use of the bins could be open to abuse and potential dumping. At the same time, the Parish Council is aware of its responsibility to assist residents unable to afford the subscription fee. <b>All councillors to consider options and submit suggestions to the Clerk.</b></li> <li>2. Formal public consultation of the village speed restriction scheme reference PR1028 opened on 3rd April. Residents are reminded that comments may be submitted in writing until 25th April at: <a href="https://consultation.appyway.com/huntingdonshire">https://consultation.appyway.com/huntingdonshire</a>.</li> <li>3. The council received notification from HDC that the application for CIL funding towards the Wansford Road traffic calming scheme was unsuccessful as it was felt that the project did not have clear links to growth and development per the Community Infrastructure Levy Regulations (2010) .</li> <li>4. Clerk circulated updates and newsletters during the month from the following bodies, containing useful information on current projects, grants, and initiatives. Councillors were reminded of their responsibility to remain informed and up to date on local matters. <ol style="list-style-type: none"> <li>i. Open Spaces Society</li> <li>ii. CAPALC</li> <li>iii. Cambridgeshire Matters</li> <li>iv. Cambridgeshire ACRE</li> <li>v. HDC Town &amp; Parish Newsletter</li> </ol> </li> <li>5. CCC launched the Cambridgeshire &amp; Peterborough Local Nature Recovery Strategy surveys as part of an initiative to help councils set priorities for nature recovery across England. Cllr Speechley to draft a response to the survey for local organisations on behalf of the Parish Council.</li> </ol>	<p>ALL</p> <p>ALL</p> <p>JS</p>
9.	<p><b>REPORTS FROM COUNCILLORS &amp; CLERK</b></p> <ol style="list-style-type: none"> <li>1. <b>Clerk’s report</b> – notifications and updates for information: <ol style="list-style-type: none"> <li>i. Notification received from Love Energy Savings of new electricity prices. The cheapest 3-year fix is with EDF estimated at £75 per month compared to the current tariff which is around £96 per month. The present contract expires at the end of August. Clerk to confirm prices with Love Energy. It was AGREED to take out new contract with EDF for a 3-year fixed term if no penalty.</li> </ol> </li> </ol>	

	<p>ii. Confirmation was received from Elton Estates that the bench at St Botolph's Green is their responsibility. The family of John Crowden have removed the brass dedication plaque from the bench in Chapel Lane which will be removed by the Parish Council once a skip is available. RESOLVED.</p> <p>iii. Installation of the noticeboard has still not progressed. A third request to CCC Highways' to check for utilities at the location in Middle Street has not been actioned and has been re-requested.</p> <p>iv. Photographs were taken of councillors for inclusion on the website.</p> <p>v. The running water in Middle Street from outside Rectory Farm Mews was reported to the Drainage &amp; Resilience Team at CCC Highways on 25th January. Despite chasing, there has been no action since. Clerk has chased, but nothing further has been heard about the blocked drains and leak from Ailington Leas, Back Lane since last update on 8th March when officer was awaiting start date for works.</p> <p>vi. Highways online fault reports update:</p> <ul style="list-style-type: none"> <li>- Potholes in Middle Street reported 1st April, repair ordered</li> <li>- Damaged/fallen 'no through road' sign in Chapel Lane reported 23rd February, still under investigation.</li> </ul> <p>vii. First mowing done by SMV on 1st April. First mowing done by HDC on 8th April. Both will be on a fortnightly cycle but are likely now to continue to be out of sync, which it was acknowledged can cause some confusion to residents.</p> <p>Resident of Duck Street is filling hole on green caused by parked vehicles with soil in readiness for re-seeding by SMV in May.</p> <p>Clerk to enquire if SMV could cut the pathway through the Spinney.</p> <p>2. <b>Wildflowers/bio-diversity project</b> –Cllr Speechley confirmed perennial wildflower seed mix now purchased and HDC will use this to re-sow on Hayes Walk green and on Highgate Green later in April. Clerk confirmed that CCC Highways Officer has given permission for sowing on Wansford Road this year. Cllr Speechley to consult residents first.</p> <p>3. <b>A605/B671 safety concerns</b> – Costings are awaited for CCC to illuminate the bollards.</p> <p>4. <b>Fly tipping</b> – Cllr Walsh reported by email that details have been passed to CCC who it seems may in fact be responsible for clearing the drums on Elton Gated Road, and on Oundle Road. Cllrs Walsh and Speechley will continue to pursue CCC and the Environment Agency.</p> <p>5. <b>Wansford Road LHI update</b> – no further update since last meeting, still under review by CCC Highways.</p> <p>6. <b>Speed Watch/MVAS</b> – latest Speed Watch and MVAS data report (attached) circulated by Cllr Ross prior to the meeting.</p> <p>7. <b>Flood Group update</b> – A meeting was hosted by Cllr Speechley with volunteers and outside agencies on 4th April. Notes have been circulated. Cllr Speechley to maintain contact with National Flood Forum. Clerk to contact EA regarding status of Nene lock reversal consultation. A presentation to the Parish Council scheduled for September 2023 was cancelled and nothing further has been heard since.</p>	<p>ALL</p>
--	--	------------

	<p>8. <b>Neighbourhood Plan update</b> – Cllr Ross to schedule a public meeting to gather input from residents.</p> <p>9. <b>Reports from councillors</b> –</p> <ul style="list-style-type: none"> <li>i. A joint parishes meeting was attended by Cllr Ross and the Clerk on 20th March. Notes were circulated on the presentation by Cambridgeshire Constabulary.</li> <li>ii. A liaison group meeting was held at Elton Quarry on 26th March attended by Cllrs Ross and Speechley. Notes have been circulated.</li> <li>iii. Next meeting of National Landscapes Strategy Nene Valley group awaited</li> <li>iv. Cllrs Hawkesford and Walsh attended in-person councillor training</li> </ul>	
<p>10.</p>	<p><b>DATES OF NEXT MEETINGS:</b></p> <p><b>ANNUAL MEETING OF THE COUNCIL, to be followed by PARISH COUNCIL MEETING:</b> Tuesday, 14th May 2024</p> <p>The meeting closed at 21:27</p>	

DATE	TRANSACTION	PAYEE	DETAILS	TOTAL	
01/04/2024	S/O	Ms K Rew	Clerk's salary March 24		Authorised 12/03/24
02/04/2024	B/P	Boston Seeds Ltd	2 x Restore & Enrich wildflower seed	£99.99	Authorised 12/03/24
<b>For authorisation this meeting</b>					
09/04/2024	B/P	CAPALC	2024/25 Affiliation fee	£404.88	
09/04/2024	B/P	Highgate Hall	Room hire February & March 2024	£40.00	
09/04/2024	B/P	SMV Contract Services Ltd	2 x cuts April 2024	£840.00	
				<b>£1,730.15</b>	