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**APPROVED MINUTES OF ELTON PARISH COUNCIL MEETING HELD IN HIGHGATE HALL ON TUESDAY  
14TH MAY 2024 COMMENCING AT 7:00 PM**

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

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

		<b>ACTION</b>
	Cllr Ross welcomed everyone to the meeting.	
<b>1.</b>	<b>APOLOGIES:</b> County Cllr Bywater, District Cllr Beuttell	
<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 comments from members of the public.	
<b>4.</b>	<b>COUNTY &amp; DISTRICT COUNCILLORS' UPDATE:</b> County and District representatives were not in attendance.	
<b>5.</b>	<b>MINUTES OF MEETING 9TH APRIL 2024:</b> Proposed Cllr McCann, 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 year to date income, expenditure, and balance. Receipt of the Precept payment of £18,000 was noted. Clerk advised that an invoice has been raised to Cambridgeshire County Council for contribution to grass cutting costs.</li> <li>2. There were five payments presented for authorisation per the schedule below. AGREED. Payments totalling £442.89 for electricity and Clerk's salary were made since the last meeting and also appear on this schedule. The Clerk advised that documentation for the AGAR (Annual Governance &amp; Accountability Return) will be prepared for external audit during the next month. The deadline for submission is 1st July 2024.</li> <li>3. Clerk advised that a revised Annual Risk Assessment has been prepared and will be carried forward for approval and adoption at the June meeting.</li> <li>4. Projects submitted by residents for consideration and inclusion in forecast expenditure were reviewed:</li> </ol>	

	<ul style="list-style-type: none"> <li>i. Bench to replace that to be removed from Chapel Lane, possibly made from recycled material. Approximate cost £800 to include installation costs. APPROVED</li> <li>ii. Maintenance of School Lane grass verge and reinstatement of damaged posts similar to those already in place. APPROVED in principle subject to consultation with residents, school, and CCC consent.</li> <li>iii. Pedestrian gate from Brawn Way into Berry Leas field. Not an entry on to a public footpath at this point so suggestion not to be carried further.</li> <li>iv. Restoration of concrete base and plaque on WI village sign. APPROVED costs to be determined.</li> <li>v. Possibility of a bus stop near Sheep Walk Farm – not a budget issue, but a valid request for Parish Council action – Cllr Ross to investigate with Stagecoach and Cambridgeshire &amp; Peterborough Combined Authority.</li> <li>vi. An accessible noticeboard to be sited inside the parish-owned bus shelter for use by residents to avoid unsightly posting of notices on the outside. APPROVED Clerk to investigate costs.</li> <li>vii. Maintenance of trees on the green in Autumn to provide clearance under low hanging branches and clearance of the road to avoid accidents and damage. APPROVED in principle subject to scope of work and costs. Clerk to obtain estimates from qualified tree surgeons who will apply for consent to perform work in the Conservation Area.</li> <li>viii. Funding to save the Chapel. Agenda Item 9.2 brought forward to allow presentation by Reverend David Parkes on behalf of the Chapel. It was formally announced on 26th April that the Chapel would close in September 2024 as it is no longer viable based on Methodist policy and charity law. Community Hub and other activities will continue through until August and the last service will be in September. No decision on further action by PC.</li> </ul>	
<b>7.</b>	<p><b>PLANNING &amp; PLANNING APPLICATIONS:</b></p> <ul style="list-style-type: none"> <li>1. Consultation – Former The Smithy, Overend (<b>Ref 24/00561/FUL &amp; 24/00562/LBC</b>) – deadline for comments <b>30th May</b>. No objection to development of Smithy as a café though approval must be subject to confirmation of parking agreement with Highgate Hall Committee.</li> <li>2. Temporary change of use of land Fotheringhay Castle (<b>Ref NE24/00240/FUL</b>) - 30 camping &amp; caravanning pitches – no comment to be submitted.</li> <li>3. To note Ref <b>23/00026/REFUSL</b> 2 Stocks Green – Appeal refused for development of listed barn and dwellings.</li> <li>4. To note approval granted <b>Ref 21/02468/FUL</b> Elton Furze - 22 lodges, and manager's accommodation. Phased development, no timescales currently.</li> </ul>	
<b>8.</b>	<p><b>CORRESPONDENCE:</b></p> <ul style="list-style-type: none"> <li>1. Further to discussion at the May meeting of the HDC initiative offering the option for parishes to request up to 10 green bins for communal use it was AGREED that the Parish Council would make no application due to the difficulties of administering the system. Cllr Ross to communicate reasons to HDC.</li> </ul>	IR

	<ol style="list-style-type: none"> <li>2. Local Nature Recovery Strategy (LNRS) newsletter was circulated to all, and LNRS survey, prepared by Cllr Speechley, and submitted on 16th April.</li> <li>3. Clerk wrote to Environment Agency on 11th April regarding the postponed parish consultation meeting about River Nene lock safety improvements. EA reply was due by 10th May but not yet received.</li> <li>4. Actions taken by CCC and HDC appear to have been successful in discouraging residents from parking on the verges in Hayes Walk.</li> <li>5. CCC announced a government fully funded opportunity to install Electric Vehicle overnight charging in parish car parks for use by residents without the option to install home charging. Clerk attended online presentation on 9th May. Presentation details and FAQ's to be circulated on receipt for consideration. Clerk advised of other parishes in a similar position of not owning a car park, but with suitable alternative community space i.e. village hall.</li> <li>6. HDC Town and Parish newsletter circulated – of note first Flood &amp; Water Newsletter and extended Community Chest funding.</li> <li>7. Elton Quarry Local Liaison Group meeting minutes were circulated by Cllr Speechley for information and review.</li> <li>8. Notification of Huntingdonshire Futures 'Environmental Innovation' launch event on 4th June in St Ives, which will discuss different environmental priorities towards net zero carbon. Councillors to advise Clerk if they wish to attend.</li> </ol>	
<p><b>9.</b></p>	<p><b>REPORTS FROM COUNCILLORS &amp; CLERK</b></p> <ol style="list-style-type: none"> <li><b>1. Clerk's report</b> – notifications and updates for information:       <ol style="list-style-type: none"> <li>i. Clerk still awaiting pricing information from Love Energy for electricity contract renewal.</li> <li>ii. Public consultation on 20 mph speed limit ended 25th April – no objections to scheme from residents, and comments received in support. Pending notification of schedule from CCC Highways.</li> <li>iii. Installation of the noticeboard has been further delayed by the utilities' check which identified power cables below the pavement in the intended location outside the shop. Alternative locations are now being considered.</li> <li>iv. Photographs of councillors for the website are now up to date.</li> <li>v. The blocked drains and leak from Ailington Leas, Back Lane have been investigated by the drainage contractors. The extent of the problem has not been officially reported but a request has now been submitted for costings and a work schedule is awaited.</li> <li>vi. Highways online fault reports update:           <ul style="list-style-type: none"> <li>- Damaged/fallen 'no through road' sign in Chapel Lane reported 23rd February, to be actioned 'this year'.</li> <li>- Fallen branches in Middle Street and Rectory Farm Mews removed by CCC</li> <li>- Potholes outside church reported 5th May</li> </ul> </li> <li>vii. Mowing by SMV and HDC continuing per schedules. SMV have strimmed path through the Spinney as requested. Green to be resown by end May.</li> <li>viii. Tree maintenance report requested for trees on parish-owned greens. Any work to be carried out in autumn with appointed tree surgeons to apply for permit to work in Conservation Area.</li> <li>ix. Clerk reported additional work recently carried out by telecoms contractors with more trenching and new tarmac in Back Lane</li> </ol> </li> </ol>	

	<p>and gouges on grass verge caused by caterpillar tracks. To be notified to Gillian Mott, CCC.</p> <ol style="list-style-type: none"> <li>2. Chapel closure – see Minute 6.4.viii</li> <li>3. <b>Wildflowers/bio-diversity project</b> – HDC carried out re-sowing of new wildflower mix on Hayes Walk green and on Highgate Green on 9th May. Cllr Speechley now to canvas Wansford Road residents for potential autumn sowing. Report to be prepared on conservation of young trees and habitat in the Spinney. Next National Landscape Strategy Nene Valley meeting to take place on 23rd May.</li> <li>4. <b>A605/B671 safety concerns</b> – Cllr Speechley advised that verbal confirmation has been given for the installation of solar powered reflecting bollards, a brighter Give Way sign, new national speed limit sign, and replacement of other bollards. It is hoped work to be carried out by August, which will take a day, with three-way traffic lights at junction. It is two years since the announcement of Cambridgeshire Transport Strategy A605 crossing plans. A bridge and an underpass have now been discounted though other options are actively under consideration. Next meeting scheduled 7th June.</li> <li>5. <b>Fly tipping</b> – Motion proposed by Cllr Walsh, seconded Cllr Speechley: <i>“To clear toxic waste fly tipped illegally on Elton Gated Road in September 2022 for which HDC denies responsibility for the removal cost of approximately £500. In these exceptional circumstances, the Parish Council will contribute £200 to facilitate the removal of said toxic waste, plus broken bench on Chapel Lane.”</i> <b>RESOLVED</b> Cllrs Ross and Walsh to dismantle bench</li> <li>6. <b>Speed Watch/MVAS</b> – latest Speed Watch and MVAS data report (attached) circulated by Cllr Ross prior to the meeting. New solar powered MVAS now installed on Wansford Road.</li> <li>7. <b>Flood Group update</b> – Cllr Speechley has set up two meetings: National Flood Forum Flood Resilience drop-in event, 5th June 7:00 pm Highgate Hall open to all residents and Elton Flood Group, members only, 20th June, 7:30 pm Highgate Hall.</li> <li>8. <b>Neighbourhood Plan update</b> – carried over to June meeting</li> <li>9. <b>Reports from councillors</b> – <ol style="list-style-type: none"> <li>i. Cllr Ross advised of request from classic car enthusiasts for permission to meet on the village green. No objections.</li> </ol> </li> </ol>	
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<b>10.</b>	<p><b>DATE OF NEXT PARISH COUNCIL MEETING:</b></p> <p>Tuesday, 11th June 2024</p> <p>The meeting closed at 21:38</p>	
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DATE	TRANSACTION	PAYEE	DETAILS	TOTAL
01/05/2024	S/O	Ms K Rew	Clerk's salary April 24	
26/04/2024	D/D	SSE Energy	March Electricity account	£97.61
<b>For authorisation this meeting</b>				
14/05/2024	B/P	Ms K Rew	Clerk's expenses March 2024	£34.00
14/05/2024	B/P	Ms K Rew	Clerk's expenses April 2024	£22.50
14/05/2024	B/P	CAPALC	Training Cllr Ross & Strowbridge	£150.00
14/05/2024	B/P	Highgate Hall	Room hire x 2 April	£40.00
14/05/2024	B/P	SMV Contract Services Ltd	1 x cut May	£420.00
				<b>£666.50</b>