**Draft Minutes of the Meeting of Holme Parish Council**

**Held on**

**Thursday 14 July 2022 at 7pm at Holme Village Hall**

**Councillors present:** Mr C Reed, Mr J Edwards, Mrs L Roderick-Smith, Mr H Watson, Mr E Whittaker, Mr P Sargent and District Councillor Tim Alban.

Also present: Mrs J Osborn (Clerk)

1. Election of Chairman – in the absence of the Chairman Cllr Griffin, Cllr Whittaker was elected Chairman for the meeting, proposed by Cllr Watson and seconded by Cllr Smith. Cllr Whittaker was elected unanimously to chair this meeting.
2. **Apologies for absence**: Cllr J Griffin, Cllr W Aylesbury**,** Cllr D Neal**,** County Councillor S Bywater
3. **Election of Vice Chairman for 2022-2023.** Cllr Whittaker was proposed by Cllr Smith, seconded by Cllr Sargent, elected unanimously. Cllr Whittaker signed the Declaration of Acceptance of Office.
4. **a & b. Declaration of interests:** None.
5. **Public Participation.** No members of the public attended**.**
6. **Report from District Councillor.** Tim Alban mentioned a recent prosecution for fly tipping (in this area) and contributed to item 9c.
7. **To approve the minutes of the meeting held on 17 May 2022.**

Cllr Edwards proposed that the minutes of the meeting held on 17 March be accepted and signed as a true record. Seconded by Cllr Reed & unanimously agreed. Minutes signed by the Chairman.

1. **Matters Arising**
   1. **Speed Indicator**. Top Speed 77mph and V85 figure was 38mph at Holmewood and 70mph and 34mph at the cemetery. Results are consistent.
   2. **Speed Management** – defer item to next meeting for research.
   3. **White lining on B660**. CCC Highways had repainted the edge lines following intervention by Cllr Bywater. Clerk had asked Highways whether the verges on Hod Fen Rd/Yaxley Rd will also be reinstated and the response was affirmative. Clerk to remind them.
   4. **Trees in Churchyard.**
2. Tree Officer had agreed to a Red Oak instead of a Lime to replace the felled TPO Tree in Churchyard. Robert Ayres to be instructed to source, purchase and plant this tree in the autumn, Clerk to action now.

**ii.** Robert had also recommended to raise crown of the Short Drove avenue of trees – Clerk to action now as well.

iii. Cardells to be chased to strim under trees on Short Drove per the contract. Cllrs unhappy about the standard of verge cutting. Some road signs are obscured and hedges also need to be trimmed. Clerk to pursue/commission and remind about other outstanding jobs.

* 1. **Trees near cemetery** – buying some land– Clerk had received a negative response from landowner.
  2. **Footpath to Nature reserve.** Defer to next meeting. Footpath/cycle path up Yaxley Road – defer to next meeting.
  3. **Football field.** Negative response from owner. To follow up re other potential sites for a play area/amenity land.
  4. **Jubilee mugs.** Clerk has ordered, received and has distribution in hand.
  5. **Layby.** To consider kerbing and planting when layby has been resurfaced
  6. **Dog Poo bin near Church Field.** Bin installed and in use, and being emptied by HDC, invoice paid for the year. Still a lot of dog poo in field. Possibly dogs to be kept on leads? Clerk to communicate with landowner.
  7. **War graves in Cemetery.** New crosses to be manufactured to replace the missing ones and then a working party to install in cemetery (Cllr Watson/Whittaker) in hand.
  8. **Gigaclear meetings.** Some Councillors and Clerk had attended. Work is now in progress. Any issues report to site manager (Clerk has contact details).
  9. **Volunteer Award.** This was unsuccessful however a certificate is to be issued. Resolved to gift a jubilee mug to nominee in due course.

1. **Planning**
   1. **Current applications. 20/00208/OUT Yaxley Road – development of 10 dwellings.** Letter to Planning Officer had been sent but no reply. Cllr Sargent will contact Ms Neal the Open Spaces Officer**.**
   2. **22/00006/NONDET** (Laws Yard) The Inspector had dismissed the appeal so the application has failed.
   3. **20/00923/REM Pingle Bank.** This is going before the Development Management Committee for decision on Monday 18th July. D Cllr Tim Alban will be represented by D Cllr Marge Beutell. Cllr Sargent will attend and speak for the Parish Council. Some residents will also be speaking. The proposal in unsatisfactory. Late submissions read out.
   4. **22/00941/HHFUL 6 Vicarage Close –** recommend approval
   5. **22/01221/HHFUL The Hollies–** recommend approval
   6. **21/02622/FUL Holme Lode Farm.** Defer/retrospective
   7. **Other open applications:** nothing new to report.
2. **Financial report**
3. **Current Position -** A copy of the receipts and payments and bank reconciliation to 12.7.22 had been sent to all Councillors.
4. **Payments to authorise:**

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| 8.5.22 | DD | 1 & 1 Ionos Ltd – website | 8.39 |
| 2.6.22 | BACS | Cardells Landscaping | 1187.50 |
| 2.6.22 | BACS | HDC – Election expenses | 162.58 |
| 2.6.22 | DD | 1 & 1 Ionos Ltd - website | 8.39 |
| 2.6.22 | BACS | Holme Primary School - Holme Parish news | 43.20 |
| 2.6.22 | BACS | Clerk wages & exps May | 450.70 |
| 6.6.22 | DD | 1 & 1 Ionos Ltd | 8.39 |
| 18.6.22 | BACS | Dash UK Ltd – 2nd batch of jubilee mugs | 194.40 |
| 30.6.22 | BACS | Clerk wages & exps June | 476.74 |
| 30.6.22 | BACS | HMRC PAYE | 71.60 |
| 30.6.22 | BACS | HDC- Bin emptying | 303.17 |

1. **To note –** CCC £726.60 towards grass cutting, Refund of £10.80 for broken mugs

All agreed andproposed for approval by Cllr Smith, seconded by Cllr Sargent

1. **End of Year accounts** 
   1. **Certificate of Exemption from Audit –** acceptance certificate received.
2. **Consideration of Gov.uk email/domain.** This would cost £100 plus any provider fees and ongoing costs £50/2 years. Discussed briefly and decided to leave and discuss again when new Clerk in place.
3. **Review of Cemetery fees.** Discussed and decided to leave as they are for the next 2 years.
4. **Reports from Councillors/Clerk**
   1. Water butt at cemetery. Nothing can be done to improve its position/efficiency.
   2. Defibrillator OK and will need new battery/pads in December.
   3. Cardells had been asked to tidy Spinney Path (weeds/ivy) and the footpath along Station Rd at the back of St Giles Close (weeds, strimming) but these had not been done, also gravel on cemetery approach. Clerk to chase (also see 8. D. iii)
5. **Correspondence and other matters**
   1. Clerk Recruitment. Clerk is retiring and a subcommittee to recruit a new post holder has been formed (JG, DN, WA). Adverts have been designed to go into local magazines, closing date 15 August, interviews 23rd August.
   2. Subcommittee had asked for budget allocation to be made to buy new replacement laptop for Clerk and potentially a phone, total £550 – agreed. New reference manual to be purchased as and when new Clerk needs one.
   3. Training dates for Councillors – circulated with latest CAPALC bulletin.
   4. Virtual Police meeting 11 July- JG not present
   5. Huntingdon Parishes Conference – nobody available
   6. Cambs ACRE renewal – agreed to renew at cost of £57
   7. Ramsey Civic Service 18 Sept – possibly JG
   8. Heritage List – email to be circulated. Potential local listings to be nominated at next meeting.
   9. Email from Cllr Aylesbury – Parking at Holmewood. Discussed and Clerk to write to householders, also to householders on Station Rd. Parking on pavement means prams and pushchairs and the disabled cannot pass safely. Clerk to mention to Police safety officer.

**Date of the** **next Parish Council meeting – Thursday 15 Sept 2022, 7pm**

Janice Osborn, Parish Clerk

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15 July 2022

Signed………………………… Date…………………………

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