

Minutes of the meeting of Old Hurst Parish Council
held in The Church of St. Peter on Wednesday 21st March 2018.

Councillors present: Mr. G. Bull, Mrs. C. Bussetil, Mrs. J. Mackenzie, Mrs. J. Pearce & Mrs. L. Sawyer (Chairman).

Also present: Mrs. D. Benham (Clerk), County Cllr. S. Criswell, 4 parishioners and 1 member of the public.

Public participation: Mrs. Edwards advised that Speedwatch had resumed and a session had been carried out on 22nd February. Speedwatch equipment will now be shared with Warboys. A parishioner asked whether anything could be done about poor internet speeds in the village and Cllr. Bull agreed to look into this.

1. **Apologies for absence:** Cllr. E. Taylor (work commitment).

2. **Declarations of interest:** None received.

3. **Parish Council election arrangements:** Notices of Election have been placed on the noticeboard for both Parish and District Council. Nomination packs for the Parish Council election are available from the Clerk and HDC and must be completed and returned by hand to the Returning Officer at HDC by 4pm on Friday 6th April. There are seven seats available for Old Hurst Parish Council and if contested, an election will take place on 3rd May 2018.

4. **Minutes of the previous meetings held on 17th January and 28th February 2018:**
Unanimously approved and signed by the Chairman.

5. **Matters arising from the minutes:** The damaged manhole cover at the junction of The Lane and Church Street has been replaced by Anglian Water. Highways have placed an order for repairs to the carriageway outside Oak Trees but this could take up to 13 weeks as it is considered non-urgent. The Clerk has sent further photos of damage to the grass verge at the entrance to Dacre Close to the Highways Supervisor but has been told that it “does not meet their intervention level”. The Clerk has reported that trees on Ramsey Road and St. Ives Road are now touching overhead cables.

b) Bus services – District Cllr. Bull advised that the result of the Combined Authority bus services review was not yet known, but subsidies will remain in place until August.

6. **Result of the Parish Council’s application for funding from the Local Highways Improvement Initiative 2018/19.**

Old Hurst Parish Council’s bid for funding to install double yellow lines on Church Street, either side of the entrance to Johnson’s, has been successful. Highways will contact the Clerk in due course to arrange installation. Cllr. Bussetil proposed that the Parish Council formally accept that the PC contribution towards the cost of the scheme will be £300. Seconded by Cllr. Mackenzie and unanimously agreed.

7. **General Data Protection Regulations.**

Cllr. Sawyer and the Clerk attended a CAPALC workshop on 16th March about the new regulations that come into effect on 25th May 2018. Each Parish Council must appoint an independent Data Protection Officer (DPO), who cannot be the Clerk, and must be an expert and

up to date and conversant with the law. It is hoped that if enough councils register an interest, that CAPALC may be able to offer a shared DPO to reduce costs. Cllr. Mackenzie proposed approval of the Clerk's action in registering Old Hurst Parish Council's interest in a shared DPO scheme. Seconded by Cllr. Bull and unanimously agreed. Cllr. Sawyer and the Clerk are currently looking through the 63-page toolkit handed out at the workshop, to see what is required. Further information, including an electronic copy of the toolkit, which can be circulated to all councillors, is expected from CAPALC over the coming weeks. Cllr. Sawyer explained that it will take a considerable amount of Clerk's time to prepare for the new regulations and to get the correct procedures and policies in place. There may be government funding available to pay for the extra hours involved and Cllr. Sawyer proposed that the Clerk should keep a record of additional hours worked. Seconded by Cllr. Mackenzie and unanimously agreed.

8. Finance.

a) Payment of outstanding debts – Cllr. Bussetil proposed that Old Hurst Parish Council should split the cost of the Clerk's attendance at the GDPR workshop with Alconbury Parish Council, who the Clerk is also employed by. Seconded by Cllr. Mackenzie and unanimously agreed. Alconbury Parish Council has been billed by CAPALC for the Clerk's attendance, therefore a cheque for £17.50 needs to be made payable to Alconbury Parish Council. Cllr. Bull proposed that a donation of £50 should be made to St. Peters Church, in recognition that it is used for Parish Council meetings. Seconded by Cllr. Mackenzie and unanimously agreed.

Cllr. Bussetil proposed retrospective approval of payment of items (1) to (5) and approval of payment of items (6) to (8). Seconded by Cllr. Mackenzie and unanimously agreed.

(1) Cq. No. 000546 - £119.65, Mrs. D. Benham, wages & expenses for January.

(2) Cq. No. 000547 - £23.60, HMRC, PAYE/NI for January.

(3) Cq. No. 000548 - £68.36, K & M Lighting Ltd, quarterly street lighting maintenance.

(4) Cq. No. 000549 - £105.90, Mrs. D. Benham, wages & expenses for February.

(5) Cq. No. 000550 - £23.40, HMRC, PAYE/NI for February.

(6) Cq. No. 000551 - £35.00, CAPALC, fee for Cllr. Sawyer to attend GDPR workshop.

(7) Cq. No. 000552 - £17.50, Alconbury Parish Council, share of fee for Clerk to attend GDPR workshop.

(8) Cq. No. 000553 - £50.00, St. Peter Church Old Hurst, donation for use of the church for Parish Council meetings.

The Clerk advised that Mr. Abbs had confirmed that his price of £900 for 6 cuts of the verges would remain the same for the coming season. Cllr. Mackenzie proposed that Mr. Abbs' quotation be accepted. Seconded by Cllr. Sawyer and unanimously agreed.

b) Current position - A copy of the receipts and payments and bank reconciliation was handed to each councillor. Cllr. Bull checked the bank statement against the bank reconciliation. The Clerk advised that she had submitted a VAT refund claim for £433.40 but this may not be received before the financial year end.

c) Internal audit arrangements – Cllr. Bull proposed that the internal audit should be carried out by Brian Cox & Co. Seconded by Cllr. Mackenzie and unanimously agreed.

9. Police matters.

The police crime report for December showed no reported crimes and one reported crime for January.

10. Correspondence.

Circulated to councillors:

- a) Information on GDPR.
- b) A14 Cambridge to Huntingdon planned closures.
- c) CAPALC Bulletin.
- d) RAF Wyton proposals.
- e) Roadworks and Events Bulletin.
- f) Funding opportunities for wildlife projects.
- g) Highway Events Diary.
- h) Information on CAPALC GDPR workshops on 15th & 16th March.
- i) CAPALC AGM Extraordinary meeting 22nd March.
- j) HDC review of Development Management Committee operational processes.
- k) HDC – Changes to Council’s Scheme of Delegation.
- l) Letter from E-on advising of an increase in electricity charges from 9th April, from 15.75p per kWh to 17.90 per kWh.
- m) Letter from HMRC advising that VAT refund procedures are to change.
- n) A14 Huntingdon to Cambridge – Bar Hill bridge closure.

11. Reports from Councillors.

Cllr. Sawyer and the Clerk had attended a St. Ives Town Council planning meeting on 14th February to listen to a presentation by Mr. Brian Mullins of Marrons Planning, regarding a proposal to use RAF Wyton to store new vehicles. Cllr. Sawyer advised that the proposal was to store 7500 new vehicles, which would arrive from the ports on car transporters and travel along the A14 and A141 to RAF Wyton. It was initially stated that this would involve up to 24 vehicle movements per hour, in and out of the site, although a lower figure had been stated at the presentation. The site would operate from 6am to 8pm and the A141 would be widened at the point of entry to the site, to provide a turn-right lane to lessen disruption to traffic flow. Cllr. Sawyer had been assured that advanced security measures would be used to ensure that the site did not become a target for crime. Old Hurst Parish Council will be a consultee and will discuss this further, once a planning application has been received by HDC.

County Cllr. Criswell advised that due to boundary changes, should he be re-elected as a District Councillor in May, he would no-longer represent Old Hurst, but would remain as Old Hurst’s County Councillor. County Cllr. Criswell acknowledged that there was a problem with reoccurring pot holes at the moment, but this was due to weather conditions. Clerk to report pot holes at the entrance to Wellington Close.

Cllr. Bull to follow up the review of one of the tenancies in Wellington Close with Luminus.

12. Date of the next meeting: Wednesday 16th May 2018 in St. Peter’s Church. Annual Parish Meeting starting at 7.30pm followed by the Annual Parish Council meeting.

Signed.....

Date.....