

**DRAFT - MINUTES OF THE COLNE PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL ON TUESDAY 25TH MAY 2021, FOLLOWING THE APM.**

Present: Cllr D. Parsons (Chair), Cllr C. Daniels, Cllr M. Day, Cllr H. Heylen, Cllr A. O'Brien, Cllr G. Prangnell, Cllr K. Fergus, Cllr C. Pomfret and Cllr CA. Pomfret.

In attendance: Cllr Neish and Cllr Criswell and one member of the public.

1.00	Apologies.	Action
1.01	No apologies.	
2.00	To receive declarations of interest in accordance with the Council's Code of Conduct.	
2.01	Cllr Parsons declared a pecuniary interest in 8.05 (3) and in his own payment 8.05 (1).	
3.00	To approve the minutes.	
3.01	To approve the minutes of the Ordinary Meeting held on the 27th April 2021.	
	Cllr Parsons proposed the minutes be approved. Unanimously agreed. The Chairman signed the minutes.	
3.02	To approve the minutes of the Extraordinary Meeting held on the 4th May 2021.	
	Cllr Parsons proposed the minutes be approved. Unanimously agreed. The Chairman signed the minutes.	
4.00	Matters arising from the minutes.	
4.01	Matters arising from the minutes of the Ordinary Meeting held on the 27th April 2021.	
	<ul style="list-style-type: none"> All matters arising will be brought up under the appropriate heading. 	
4.02	Matters arising from the minutes of the Extraordinary Meeting held on the 4th May 2021.	
	<ul style="list-style-type: none"> There were none. 	
	The Chairman adjourned the meeting at 7.45pm.	
5.00	Open Forum.	
5.01	Cllr Steve Criswell reported that he had been re-elected for a further four years and that even though things were changing at CCC, he would still continue to represent the Parish Council.	
	<i>Cllr Criswell left the meeting at 7.53pm</i>	

- 5.02 Cllr Jon Neish said there were no changes to HDC, after the elections. The High Street funding would continue to be rolled out and funding from the Community Grant scheme could be applied for.

The Chairman asked Cllr Neish if he had received an update from the enforcement officer on the building control issue in Elizabeth Way.
Cllr Neish explained the procedure.

The Chairman reconvened the meeting at 7.55pm

6.00 Police Matters.

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| 6.01 | Ecops – Correspondences received during May have been emailed to all Councillors and added to the Website. | ALL |
| 6.02 | The Clerk to contact Ecops and ask if they can inform us of local issues, from surrounding villages. | KP |

7.00 Correspondence.

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| 7.01 | Clerks and Councils Direct - For Circulation. | ALL |
| 7.02 | Allotment Magazine - For Circulation. | ALL |
| 7.03 | All other correspondences have been emailed to Councillors, prior to the meeting. | ALL |

8.00 Finance.

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| 8.01 | The Chairman reported that the Bank account balance at the 30th April 2021 was £60,853.10. | |
| | Cllr Fergus will be required to become a bank signatory; the Clerk will organise the forms. | KP |
| 8.02 | Michael Williamson, from MiJan, has been given all the requested information to complete the internal audit, hopefully in the next couple of weeks. | |
| 8.03 | The Chairman asked if there were any questions regarding the monthly budget sheet. There were no questions, a copy was signed and filed in the minute book. | |
| 8.04 | The loan, from PWLB, for £35,000 submitted on the 24 th October 2020 is still being checked by MCHLG. | |
| 8.05 | The Chairman proposed that this month's payments be approved, agreed unanimously. | |

* (1) Part of the Grant Funded Project.

The following cheques were made payable: -

Payee	Expenditure	Chq. No.	Voucher	Sum
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1	D. Parsons	Expenses for, ducting and pipe: *Bat and owl boxes. Agreed by Cllrs Daniels and Fergus	1335	563	742.81
2	CommuniCorp	Clerks & Councils Direct Subscription Renewal.	1336	564	12.00
3	K. Parsons	(May) Handypersons Wages 18 Hours, expenses (£28.32) Clerk Pay, and expenses (£17.23) Back dated new pay rates for Handyperson and Clerk.	1337	565	699.11

9.00 Adoption of the new version of the Code of Conduct.

- 9.01 Notice has been advertised on the Parish Website to the parishioners of the Councils Adoption of the new Code of Conduct at this Meeting. **Code of Conduct 2020 V2 0121.**

Councillors were given a draft copy of the Code of Conduct. The Chairman explained that there were more additions to the Code of Conduct, this includes more detailed examples of the terminology than the previous version.

The Chairman Proposed that the Council adopt the Code of Conduct in its entirety as from the Local Government Association. This was seconded by Cllr O'Brien and agreed unanimously.

10.00 Planning Matters.

- 10.01 **Planning Application 21/00842/FUL** – Land adjacent to Orchard View, Earith Road, Colne – Proposed Chalet Bungalow.

Council recommended Refusal – All against.

Councils comments: A 3 bed has been refused previously, in 2009. The two bed bungalow approved in 2019 does not overpower the size of plot or the neighbours dwelling. This chalet bungalow is substantially higher than the approved bungalow and with detached garage would result in cramped and incongruous development adversely affecting the street scene.

- 10.02 **Planning Application 21/00809/FUL** – The Barn, Somersham Road, Colne – Erection of dwelling following demolition of agricultural building (replacement of planning permission reference 17/02670/FUL).

Council recommended Approval – All in favour.

Councils comments: Council are in favour of the dwelling; however, planning should consider the nearby watercourse, in light of all the recent flooding in the area.

10.03 Planning Decisions.

- Planning Application 20/00417/S106 (S106 Discharge) is still 'Pending Decision' (Application received 25FEB2020).
- Planning Application 20/01441/HHFUL (The Elks) is still 'in progress'. (Application received 29JUL2020)
- Planning Application 20/01213/FUL (Land at the rear of Doddington Cottage) has been approved on the 5th May.
- Planning Application 20/01598/FUL (Land North Home Farm Close) is still 'in progress'.
- Planning Application 21/00865/HHFUL (4 Osier Holt) is 'in progress'.
- Planning Application 21/00881/HHFUL (Greenacres) is 'in progress'.

11.00 Drainage

- 11.01 The Clerk contacted Anglian water for clarification on a target date for the investigation and maintenance to be completed, they replied, *'I will speak with the local Manager and update you with some more details in the next few days.'*

After the Clerk chased again for an answer, Anglian Water emailed again on the 19th May saying, *'Please forgive me for the delay in replying. Your query is very much on my radar, and I am just working with my Operational colleagues to get some clarity on dates, I understand that Colne is affected by the wider catchment, therefore the investigations are somewhat complicated due to the multi-agency nature of flood mitigation, Thank you for your patience'.*

Received on the 25th May from AW, *'Thank you for your patience whilst I investigated your query. I can confirm that investigations in Colne and the wider catchment are currently on-going. These investigations will help us understand what flood mitigations can be put in place. Our investigations include work at the local pumping station and the sewer network. I appreciate that doesn't give a great deal of clarity, but until we know the results of the investigation, we won't know what future work will be required. Please rest assured that this is being carefully managed by local teams'.*

- 11.02 Email received from a resident near to Wagon and Horses stating, *'I have cleared through the culvert in the entrance to Charters gateway and also cleared 10 yards of the ditch towards the Conquest gateway. The culvert in Charters gateway appears to be made from 3 pipes, the middle one of which appears to have dropped about an inch, the ditch towards Conquests has a concrete bottom which starts off at Charters higher by about an inch than the invert of the culvert, also the concrete appears to be either level or such a small fall that it does not allow water to run sufficiently fast along it to carry silt, therefore I believe this is a major problem as it is just a silt trap. I cannot imagine anybody other than one of the various Council Authorities to have laid this, I am therefore of the opinion that the Council is responsible for the maintenance. I would suggest that you arrange for an engineer to check the ditch out.'*

The Clerk forwarded this information to HDC and CCC, they arranged for the surveyors to visit the site in question.

The Chairman met on site with two surveyors from Aquaserve maintenance to discuss the issue with the three pipes, mentioned above. The Clerk asked if they could send the report to us, they replied, *'I have spoken with HDC and they have authorised me to send you the report, it is with Tony for checking and will be over to you by the end of week'*. Not received in time for this meeting.

12.00 Highways & Byways.

- 12.01 Cllr Neish emailed House numbering information, emailed to Councillors prior to the meeting.

Council decided not to pursue at this time. Councillors suggested adding a note in the Parish Newsletter or add the question to the Parish Councils information board, at the proposed open day in July.

- 12.02 20's Plenty for Cambridgeshire formed in March 2021, one of 500 branches of 20's Plenty for Us, the National Campaign for 20mph limits. Information emailed to Councillors prior to the meeting.

Councillors agreed that a 20MPH speed limit would not be enforceable if it were widespread and should be reserved for school, etc.

- 12.03 An application for a Definitive Map Modification Order to record a bridleway on the Definitive Map and Statement along Cat Lane and Heath Drove in Colne, has been received. Information sent to Councillors prior to the meeting. The County Council Asset Information Definitive Map Officer went on to say, *'This case has been placed in position 22 of 25 on our list and so it is estimated that it will be a minimum of 2 and a half years before we are able to start investigating the application'*.

A letter received on the 25th May in opposition to the bridleway, was sent to Council prior to the meeting.

Council decided to wait and see what the outcome from the CCC investigation was. Cllr Day stated that footpath 4 and 8, that are shown on the plan, no longer exist.

- 12.04 Analyse SID data – Cllr Fergus reported that the SID was located on Bluntisham Road on the Colne boundary, facing towards Bluntisham, between Saturday March 27th and Friday April 23rd. Problems with the SID's battery meant that there was a gap in the gathering of data between 9pm on Friday 9th April and 4pm on Monday 12th April.

Cllr O'Brien said that a new battery will need to be considered as the SID only records for a few days now, rather than a couple of weeks.

13.00 Open Spaces & Village Playing Field.

- 13.01 Plants for the Wagon & Horses circle and the three planters (High Street, East Street & Village Hall) will be donated by Cranbrook Nurseries again this summer. Plants will be ready for collection early June.

- 13.02 The grassed areas adjacent to the wall have been damaged during reconstruction of the wall. The play equipment end has been cleared of debris, raked level with fresh soil and seeded. The tree line end will be completed when the weather improves.
- 13.03 At the last meeting Council decided to cut the footpaths in future and asked that CCC were informed of this. The Clerk contacted Zaria, and she replied, *'Our first cut is due to start in the next two weeks so I am afraid it may be too late to organise this request for this year's cut. However, I have forwarded your request to our contract manager and asked if there was any room to alter the contract last minute. I will let you know when I get a response.'*

14.00 Bluntisham Road Amenity Land.

14.01 Amenity Land works:

- On the afternoon of Sunday 2nd May, four Councillors walked the ground and removed most of the branches and debris off the allotment area.
- The Chairman has spoken to Dolby's, to obtain a quote for spraying the meadow area, and is still waiting to organise an onsite meeting. The Chairman said that the allotment area also needed spraying before it is cultivated.
- On Thursday 13th May, with the help of a local farmer and his digger and a local builder and his lorry, with 4 tonne of stone, for which there will be no charge, the large water pipe is now in the ground. The builder will lay a concrete slab and construct a plinth to sit the water tank on when the weather permits.
- The Community Garden clearance will take place as soon as it stops raining. When the area is clear of debris 3Cs Community Garden Organiser will be invited on site.

- 14.02 Councillors agreed that a 'Name the Amenity Land', form should also be organised for the Parish Council information board, on the open day.

15.00 Village Hall.

- 15.01 Cllr Prangnell reported that several hall users attended the AGM on the 17th May. The Hall users praised the committee for the work they had completed to make the hall covid secure, and said they were very pleased with the installation of the WIFI and were looking forward to returning to the hall asap.

All committee members were re-elected, to their previous positions.

- 15.02 On the 14th May the committee received a start-up grant from HDC, of £8000. The committee gave an exgratia payment, of £500 to the cleaner, to cover some of her lost earnings over the lockdown period.

15.03 The next Village Hall meeting is on Monday 21st June 2021 at 7.30pm, at the village hall.

15.04 Cllr O'Brien asked for the defibrillator maintenance to be added to the Budget sheet and suggested it also be added to the asset register. The Clerk will add it to the General Maintenance column on the budget sheet.

16.00 3Cs - Colne Caring Community Report.

16.01 Cllr Cheryl Pomfret updated Council stating that they had a face to face committee meeting, outside, on the 12th May. They had the first afternoon tea, invitation only, on the 21st May, at the hall – 18 people and 4 guests. They were hoping to organise 2 more, Coffee morning on the 7th June and Afternoon Tea on the 18th June, these will also be invitation only.

17.00 Date of the next Ordinary Meeting – 29th June 2021.

18.00 Matters for Future Consideration.

18.01 Cllr Daniels asked for a budget review be added to finance.

19.00 Close of Meeting.

19.01 The Chairman closed the meeting at 9.35.

Chairman's
Signature.....

Min – 25th May 2021.

Date.....

Minutes are posted here at the same time that they appear on the parish noticeboard which is before they are confirmed and signed as a true record. Minutes for the current and previous month should be treated with caution as they may be revised at the next meeting.

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