

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 1st OCTOBER 2024 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain
Cllr A Holloway
Cllr E MacPherson
Cllr E McNeill
Cllr S Mortlock
Cllr J Neish
Cllr C Pearce
Cllr M Williamson

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson – Assistant to the Parish Clerk

County Councillor K Reynolds

There were no members of the public present.

71. Apologies.

To receive and accept Apologies for Absence.

Cllr D Jackson – personal
Cllr S Martin – personal
District Councillor P Hodgson-Jones

72. Declarations of Interest.

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

Item 80.1 Cllr Fountain – pecuniary - Village Hall Trustee.

The Clerk has given Cllr R Fountain dispensation for item 80.1 to take part in the debate but not vote.

73. Minutes.

(i) To confirm the Minutes of the Meeting held on 3rd September 2024.

Resolved: That the minutes of 3rd September 2024 be signed as a true and correct record.
(Prop Cllr E MacPherson, 2nd Cllr J Neish) 6 in favour, 3 abstentions.

74. Public Forum.

To allow any member of the public to address the council on matters on the agenda.

Time Allowed 10 minutes.

None

75. Policing

75.1 Neighbourhood Policing Team – Any Issues and Concerns.

The police will be in the office on Wednesday 2nd October 2024, 1.30pm, Councillors are invited to attend to raise any issues.

76. District and County Councillor Reports.

To receive verbal reports from district and county councillors.
District Councillor J Neish reported:

- Flooding across the district have been in discussion with CCC and advises members to take pictures for evidence for future planning applications.
- The interim CEO of HDC, Oliver Morely has left HDC.
- Local Plan consultation – this is for everyone to have a chance to shape the future of Huntingdonshire.

Cllr C Pearce queried whether the traffic light project by Meadow Lane is still going ahead. With Earith and the Low Road flooded it is a struggle to get in and out of St Ives. Also, whether the road at Earith would be raised.

Cllr J Neish advised that the A141 discussions are still ongoing, however, is unsure whether any of the quick wins that were planned are going ahead. The new MP is aware of the issues and has written to CCC.

County Councillor K Reynolds reported:

- The traffic lights at Meadow Lane – traffic surveys are being undertaken. Central Government have different priorities and are focussing on cyclists and pedestrians hence the work undertaken on the Broadway and commented that he shares members frustrations.
- Weeds – CCC have reverted back to their original policy for spraying the weeds due to the level of complaints received. However, the damage has been done by a season of not spraying.
- W heatsheaf project – this is proceeding however CCC need the land to finish the project. The landowner has died and now have to wait for probate.
- Bluntisham Road – there are temporary 30mph signs and the traffic order has been submitted for the stretch of road to be permanently 30mph.
- Church Street – drains have sunk however the engineers have reported that they are not bad enough for intervention, but they will try to raise them. (this is an issue with intervention levels)
- School placements – there are not enough places for everyone and this year some children are being bussed from Cambridge to St Ives for a school place.

Cllr E McNeill commented that there were only 38 students that opted to go to St Ivo Sixth Form and were inviting other schools into St Ivo to promote their Sixth Forms and asked if there is a possibility it would close.

CCC K Reynolds replied there is still a demand for a Sixth Form in St Ives however this is not the responsibility of CCC.

Cllr S Mortlock thanked CCC K Reynolds for his work on the Church Street issue of the drains.

Cllr J Neish raised:

- weed spraying has been done but where the paths have been resurfaced already evidence of weeds breaking through. HDC have been lifting some weeds.
- Schools – Holywell is full and some children from David Wilson Homes do not have a place.
- Church Street there is a large hole approximately half way down.
- Kerbing on David Wilson Home side of Bluntisham Road appears to be cement added to the side of the kerbing thus causing a trip hazard and the bus stop is unfinished.

CCC K Reynolds advised that the safety audit still needs to be completed on Bluntisham Road and CCC will not adopt anything that will incur an on cost to CCC. The bus stop is not considered a priority and will be completed towards the end of the development.

77. Committees.

To note the following draft minutes.

- (i) Planning & Finance 17th September 2024.

Noted

- (ii) Environment 17th September 2024

Noted

- (iii) Consultation 17th September 2024.

Noted

78. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 5th November 2024

Committees – 15th October 2024 – Leisure Facilities, Planning & Finance, Consultation.HR

Items to report.

- Meeting dates for 2025/26 attached
- 10/9/24 Clerk submitted application to HDC planning for works on Beech tree 886 Churchyard St John the Baptist Holywell
- Tree works: Contractor (Charlie Vince) due on-site Monday 7th October to commence works as per contract for priority 1 work.
- 11/9/24 Certificate received Mrs A Jackson attendance Routine Inspection of outdoor play areas.

- 03.29am – vehicle on CCTV with occupants taking Nitrous oxide in village hall car park. Cannisters collected by Bowls Club and handed into the Police. BCA-115837-24-3535-IR01.
- Clerk & Assistant attended the CAPALC conference on 20th September 2024. Sessions from NALC on legal changes. Police chief constable.CCC. GDPR and recruitment. Networking and suppliers – new contact for playgrounds have emailed re the problems with the Spacenet.
Gallaghers – discussed offering and pricing on renewal.
- Precept received 25/9/24 Transfer £5000 from Cambridge Building Society (17/9/24 Planning & Finance item 35.3) not actioned as no longer required.
- Replacement flood road closed sign ordered for Holywell Front.
- Falklands Walk/Holywell spinney purchase – Email from CCC 25/9/24 advising – CCC are revising the disposal policy with a paper going to committee in November, the outcome of this may be beneficial to the Parish Council.

79. Finance and Risk.

- 79.1 To approve accounts for payments made within the period 4/9/24-1/10/24
Resolved: That the accounts for payments made for the period 4/9/24 – 1/10/24 totalling £13880.21 be approved. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour.
- 79.2 To approve accounts for payment to be made on 3rd October 2024
Resolved: That the following payments: PKF Littlejohn LLP, external audit - £504.00, Function 28, Website monthly fees - £36.00, KTS, Avast Cloud Care (2 months) & remote support - £38.52, Jewson (Stark building materials) £32.78 totalling £578.52 and Transfer of £30,000 from Co-op current account to Co-op deposit account be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.
- 79.3 To note the budget report as at 23rd September 2024
Noted
- 79.4 To note the bank reconciliation as at 30th August 2024
Noted
- 79.5 To consider providing an event for VE Day 80– May 2025 and agree budget
Cllr E MacPherson suggested:
- an evening event for VE Day 80 that is contained in the Village Hall.
 - Street party in the VH with barn dance music/ Glen Miller music or a ceildah.
 - To get opinion of villagers via Facebook & the Villager
 - Light the beacon at 9.30pm
 - VH to provide a bar, Parish Council to do teas, attendees to bring their own food.
 - Asked for any volunteers – no one came forward.
 - Request a budget to be set for event
- Resolved:** To set a budget for the VE Day 80 event at £1500 and bring back to Full Council to appoint a Working Party. (Prop Cllr A Whyte, 2nd J Neish) All in favour.
- 79.6 To note the conclusion of audit 2023/24
Noted
- 79.7 To approve Clerks attendance at Practitioners Conference January 2025.
Resolved: That the Clerks attendance at Practitioners Conference January 2025 be approved. (Prop Cllr J Neish, 2nd Cllr E MacPherson) All in favour
- 79.8 To approve Groundsman/assistant groundsman work hours for November 2024.
Cllr R Fountain advised that the ground around the water meter at the Village Hall needs to be cut away and levelled to make it more accessible before the Water Company will change the meter.
Resolved: That the Groundsman/ assistant groundsman work hours for November 2024 be approved. (Prop Cllr J Neish, 2nd Cllr E McNeill) All in favour.
- 79.9 To consider adopting .gov email addresses/website.
Resolved: That .gov email addresses and website be adopted (Prop Cllr E McNeill, 2nd Cllr S Mortlock) 7 in favour, 1 against, 1 abstention.

79.10 To consider quotes for cyber insurance cover.

3 quotes were considered.

Resolved: That the quote from BBR totalling £226.60 be accepted. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) 8 in favour, 1 against.

80. Village Hall.

Cllr R Fountain has dispensation to debate this item

80.1 To consider information provided by the Village Hall Trust dated 24th September 2024 relating to proposed hall extension and agree actions.

Cllr E MacPherson suggested that the working party for the VH and PC should get together and discuss.

The Chairman clarified that the PC Working Party would not be able to take decisions and would have to bring anything back to Full Council for decision.

Cllr E McNeill considers the proposal not to be viable and instead the VHT should carry out a full refurbishment of the VH along with a new roof.

Cllr S Mortlock commented that the working parties should not meet and felt that the VHT should have surveyed the full village to ask why they don't hire the Village Hall. This project started 5 years ago and the PC have paid for plans and submitted the plans to HDC and therefore if the VHT want to make changes they should instruct an architect to redraw the plans and also instruct an independent structural engineer to ensure that the removal of the back wall and the installation of steel will still take the weight of the roof with solar panels.

Cllr R Fountain commented that the VHT is struggling due to increased energy costs and it is perceived that a stage would enhance the income. The VHT have sufficient reserves to replace the whole roof should this be necessary. He further stated that the VHT only received a sketch of the plans and were not consulted by the architect. The original plans show the removal of the back wall with a beam for a stage and a PC office and therefore it has previously been established that the back wall could be removed. He confirmed that this is the opinion of the VHT.

Cllr J Neish stated that he was not convinced of the viability of the project and confirmed that any changes to the plan would have to be submitted to HDC.

Cllr C Pearce queried whether any arrangement has been made with the Tennis Club because they are under the impression that they will get a clubhouse within the new extension.

Cllr R Fountain confirmed that in principle they have been offered a room within the new extension.

Cllr M Williamson advised that all points were considered in the drawing up of the plans and that the new extension could be built with no impact on current bookings and will provide all requirements for groups using the VH ie. Changing facilities, extra toilets.

Resolved: That the Clerk write to the VHT stating that they should instruct an architect to draw up full spec plans for their preferred proposal (VHT to pay for new plans) to be submitted to the Parish Council for consideration. If the Parish Council support the new proposal full costings will be sought. (Prop Cllr C Pearce, 2nd Cllr S Mortlock) 8 in favour, 1 abstention

81. Co-Option

To consider application received for Co option

One application has been received. Members voted by a show of hands.

Resolved: That Nick Dyne is co-opted on the Parish Council. (Prop Cllr E McNeill, 2nd Cllr R Fountain) 8 in favour, 1 abstention.

Therefore, Mr Dyne is duly co-opted onto the Parish Council and the Clerk will contact him to arrange the signing of his Declaration of Acceptance of Office.

82. St John the Baptist Churchyard.

To review the report from Parish Council representatives following meeting with PCC 8th July 2024 and agree next actions.

Members discussed the PC responsibilities and considered that there would be notice for any work required. The Clerk has checked the fence and quotes will be sought. The Groundsmen will repair the slabs on the steps to the Holy Well.

Resolved: That a budget be set for potential future works in the St John the Baptist Churchyard of £1,000. (Prop Cllr J Neish 2nd Cllr E McNeill) 7 in favour, 2 abstentions.

83. To consider application to CCC for 20mph speed limit – Holywell/Needingworth.

Members considered the proposal for an application for 20mph speed limit in Holywell however there are no statistics for incidents/ accidents. Members felt the road is self-policing as it is difficult to travel more than 30mph due to the single-track road. A suggestion was made to purchase a Mobile Vehicle Activated Sign (MVAS) to gather data to get evidence of the speeding issue. This could be purchased from CIL money.

Resolved: That quotes are sought for a MVAS for use in Needingworth and Holywell. (Prop Cllr E McNeill, 2nd Cllr S Mortlock) All in favour

84. Planning.

84.1 To consider the following application(s) received.

(i) 24/01679/HHFUL

Single storey side extension, new garage door and windows
Hunters Moon Back Lane Holywell St Ives PE27 4TG

Resolved: That the application be supported. (Prop Cllr E McNeill, 2nd Cllr S Mortlock) 8 in favour, 1 abstention.

85. To receive a report on HDC Local plan engagement 2024 and agree actions.

Members considered the report.

Councillor J Neish advised that this is one of the most important consultations in a decade for Huntingdonshire regarding housing, industrial units and growth of the area and is the chance for everyone to have a say to influence the future growth of Huntingdonshire. Members should concentrate on developments specific to Holywell-cum-Needingworth and any neighbouring developments that may impact the Parish. Any future development included within the Local Plan will have outline planning permission. Members should also consider which areas are acceptable locations for development.

There is a HDC consultation meeting in St Ives on 15TH October 2024.

Resolved: That HDC Local Plan engagement 2024 is on the agenda on Consultation meeting 19th November 2024 – all Councillors are invited to attend. (Prop Cllr A Whyte, 2nd Cllr M Williamson) All in favour.

86. Correspondence.

To receive correspondence and agree **any actions:**

- (i) To note the email from a resident requesting road safety improvements Bluntisham Road.
Noted
- (ii) To note the letter from Ben Burgess dated 5th September 2024.
Noted
- (iii) To consider request from Needingworth Brownies to display trefoil of poppies on the village lock up Remembrance Day Sunday 10th November 2024.
Resolved: That the Clerk offer Needingworth Brownies the use of a flip chart to attach the trefoil of poppies to stand in front of the Lock Up. (Prop Cllr A Whyte, 2nd Cllr C Pearce)
All in favour
- (iv) To note the minutes of the Needingworth quarry and RSPB liaison meeting 13th March 2022.
Cllr J Neish advised that Hanson has been taken over and are now operating a 5 ½ day week which will see an increase in lorry movements, they have been reminded to turn left out Bluntisham Road.
Noted
- (v) To consider letter from VHT regarding the gravel in the car park Overcote lane.
Cllr A Whyte commented that the gravel down the middle of the car park is already quite sparse. This will be on the November agenda for consideration.
Cllr E MacPherson commented that the parking sign for the old tennis court car park would be better displayed on the left side of the entrance.
Resolved: That the Clerk advise the VHT that maintenance of the gravel will be carried out and the PC will consider designating more disabled spaces within the old tennis court car park. (Prop S Mortlock, 2nd Cllr E MacPherson) A ll in favour.
- (vi) To note the date of HDC Town & Parish Forum 23rd October 2024 and agree attendance.
Noted
- (vii) To note the update from the Fens reservoir team dated 19th September 2024.
Noted
- (viii) To note email from Amber Real Estates regarding the poultry farm Overcote Lane.
Noted
- (ix) To note the St. Ives Smart Energy Grid Project update September 2024.
Noted
- (x) To consider the Highways and Streetlighting Contracts - Stakeholder surveys – 2024 and approve responses.
Resolved: To delegate the completion of the Highways and Streetlighting Contracts – Stakeholder surveys 2024 to the Clerk. (Prop Cllr J Neish, 2nd Cllr C Pearce) All in favour.

87. Items to report (for information only and not for resolution).

- Cllr E MacPherson has been asked when the fire hooks will be replaced, whether the planning permission on the houses behind Meeting Lane has expired and to consider the installation of an outside toilet at the VH.
- Cllr C Pearce advised that the footpath installed between Millfield's and the Cemetery has started to crack due to cars parking on the path and asked to consider screw in barriers along the path to prevent cars parking on the path.
- Cllr E McNeill asked if the side gate to Millfield's is an emergency gate as it is currently covered in brambles and would not be able to open. Also, since the tree report there are 4 dead silver birch trees in Engineers wood that will need to be reduced in size in the next 18 months.
- Cllr R Fountain stated that areas of the old tennis court car park are breaking up.
- The Clerk advised members:
 1. After tomorrow she will be alone in the office for 2 ½ weeks.
 2. 16th October 2024 – Traffic Management Course, this is the qualification need to close the road for Remembrance Day. Any Councillor wishing to attend to contact the Clerk. Currently the Clerk, Assistant to the Clerk and Cllr D Jackson hold the qualification.
 3. Field Theatre Group are running an Over 60's Ghost writing story competition.
 4. LHI Bids due to CCC but the indication is that our LHI Bid for kerbing on Mill Way has not been successful.

There being no further business the meeting closed at 8.51pm.

Chairman

Date