

Balsham Parish Council
Minutes of the Parish Council Meeting held on
Monday 18th June, 2018
at Green Room, Balsham Sports Pavilion at 7.30 p.m.

Present: A West, J Kiddy, G Fiddy, D Paton, P Anderson, S Thurgood, M Shaheer, T Daniels and K Reyes (apologies for lateness).

Public: 6

Also in attendance: Cllr Henry Batchelor and Cllr Geoff Harvey.

Clerk: Tracy Coston

1. **Apologies for absence:**
2. **Councillors are required to review the agenda, and to declare any pecuniary interest in any item.**

3. **Public Participation (15 mins):**

The PC were asked about the trees on the path from the Churchyard to West Wrattling Road, the PC discussed that the path was owned by the Church/Diocese and not the PC's responsibility.

Victim of rogue traders: A member of the public wanted to make people aware that he had been the victim of rogue traders taking moss off the roof and having tiles sealed. An inadequate job was carried out and cash was demanded. All information was reported to the police and Trading Standards.

It was suggested for the PC to join Countryside Watch.

Resident of Sleaford Close: A resident is worried about Hills looking at external drainage plans and the ditch is lacking in maintenance and the culvert is a small diameter pipe.

Clerk to contact Hills about the ditch and future maintenance. The fencing that was replaced is not acceptable.

Hedge at Hunters Moon: Clerk to ask the owners to cut the hedge.

Trees at Cambridge Road: CGM haven't cut the trees back. Clerk to arrange with Alex Talbot at Tree Surgery Services.

4. **Minutes of the Annual Parish Council Meeting held 8th May, 2018:** The minutes of the previously circulated minutes were approved and signed by the Chair.

5. **Report from District and County Councillor:**

District Councillor: SCDC have been able to demonstrate a 5-year land supply which means that new development will have to fit in with the local plan.

A1307 local liaison forum: The results are that scheme 1 which is from Haverhill to Abington looped around from Whittlesford/Sawston.

The banning of the right turn out of Linton High Street and changes to Dean Road crossroads will be looked at again.

Scheme 1 has been put forward as the public preference.

The proposed dual carriageway that this being promoted by Haverhill MP Matt Hancock and Chamber of Commerce. There has been a call for other villages to get involved with the West Wickham Pressure Group.

SCDC have some funding for village design and help to make a design statement and neighbourhood plans. The launch event invites Parish Councils on 26th June 6-8 pm.

Geoff Harvey is on Blue Plaque committee and looking for local information.

Residents can ask SCDC for an additional blue and green bin.

County Councillor: The Local Highway Scheme applications have to be in by the end of July.

The County Council are looking to move out of Shire Hall to Alconbury, which is not good for transport links.

The next Combined Parishes meeting is next Wednesday is at Balsham Pavilion with a representative from Highways attending.

Most of the potholes in Church Lane has been filled but it needs resurfacing.

6. Matters arising from the minutes:

a) Barriers in Fox Road: The PC are still waiting for information from SCDC about the gates.

b) Community Asset applications: SCDC are redesigning the forms at the moment.

c) Electricity supply for Christmas Tree on green: The PC is waiting for a response from Belfour Beatty.

d) Community Energy Grant application: SCDC are redesigning the forms at the moment.

7. Planning

a) For Discussion:

S/1294/18/VC 7 High Street

Variation of condition (9) Contamination, (10), Flood Risk (11), Drainage and (23) Archaeology of approved planning application S/1959/16/FL

PC Decision: The revised Traffic management plan has been agreed and approved.

S/2053/18/FL 118 High Street, Balsham

Single storey kitchen extension to the side of property, associated internal alterations, installation of first floor bathroom, addition of rooflights to the barn room, replacement window to rear and replacement of a garden shed with a new shed and greenhouse and construction of timber gate and willow fence.

PC Decision: Support subject to the neighbours comments. Condition that no buildings can be sold off separately from the main residence or converted into living accommodation.

S/2041/18/FL 118 High Street, Balsham

Dismantle a leaning garden wall within the curtilage of the listed building.

PC Decision: PC objected as there are other ways of resolving the issues with the wall.

S/2106/18/FL 1, Old House Road, Balsham

Proposed two storey side extension with replacement garage, single story extension and re-roofing existing flat roof extension with a pitched roof.

PC Decision: Refuse total overdevelopment of the site. Garage is being built at the front of the house which is out of keeping with area.

S/1629/16/FL Grass area adjacent to 8 Dolls Close, Balsham

Creation of additional parking area on existing green area.

PC Decision: Refuse. SCDC should look at other options as more land could be used to be developed into more parking.

b) Decisions: None

c) Planning issues S/3124/16/SL Land Adj to 4 High Street: Clerk to ask from an update from planning.

8. Documents:

- a) **GDPR Privacy Notice:** The PC approved the GDPR Privacy Notice.
- b) **GDPR Protection Policy:** The PC approved the GDPR Protection Policy.
- c) **Financial Regulations:** The PC approved the Financial Regulations.
- d) **Standing Orders:** The PC approved the Standing Orders.
- e) **Discussion about individual email addresses:** The Clerk to discuss the options with the website provider.

9. Recreation Ground/Pavilion

- a) **Discuss quotes for drainage/surfacing/ditch clearance near the entrance:**
The PC approved the quote from A J King to dig out the ditch and lay grasscrete inside the recreation ground gate as per the plan. The contractor will be asked to connect the downpipes of the pavilion to the soakaway. Clerk and Steve Thurgood to meet with the contractor to discuss the details.
- b) **Security at Pavilion:** A crime prevention report was received from the police. Anti crime paint was discussed. A meeting will be set up with Saffron Security to discuss CCTV and security lighting at the pavilion.
The Youth have asked for a skating activity. Mike McCall to speak to the youth about attending a meeting with the PC.
- c) **Pavilion improvement:** The PC has received £ 36,738.20 as the first payment from the Balsham Buildings Development for the S106 contribution towards the pavilion. Clerk to arrange a Recreation Ground meeting to discuss the pavilion improvements
- d) **Emptying of the grass bin at the pavilion:** James Kiddy to empty this week.

10. Current Matters:

- a) **Numbering of allotments:** The PC agreed to number the allotments to help with the management. An approximate cost will be £ 500.00.
- b) **Allotment computer package:** The PC approved the purchase of the allotment computer package if some grant funding can be applied for part of the cost.
- c) **Grasscutting at the allotments and community orchard:** James Kiddy will cut the field and community orchard asap.
- d) **Cutting of hedge at Church Institute:** The PC agreed to cut the hedge at the front and rear of the Church Institute. Clerk to arrange with Alex Talbot.

11. Highway Matters:

- a) **Highway Issues:** Water in West Wickham Road is still an issue being sorted by the Water Board and a meeting will be arranged in West Wrating Road when it rains again so the problem can be seen.
- b) **Movable speed signs:** An application for permission to erect the signs on street lights has been made to Balfour Beatty.
- c) **Local Highway Improvement Scheme project (2018/19):** The PC were asked for ideas for the next meeting.

12. Correspondence:

- a) **Help required at Balsham Feast:** The committee has enough help.

13. Finance:- Receipts and payments up to 14/06/18 and any invoices/receipts received up until 18/06/18 will be considered at the meeting.

a)

Receipts June 2018		
SCDC (S106 receipt)		£ 52,376.68
West Wickham PC (VAT refund)		£ 196.50
Total Receipts		£ 52,573.18
Payments June 2018		
T Coston Salary	£ 1,018.55 Exp £ 195.00 Pension £ 56.02	£ 1,099.34
M McCall (Gross £)	£ 168.00	£ 134.40
S Housden (Gross £)	£ 154.00	£ 154.00
LGSS (Pension)		£ 396.22
SCDC (uncontested election)		£ 135.00
R J H Vestey Farm Account		£ 1,228.39
Opus energy		£ 88.52
Balsham Scouts (S106)		£ 15,638.48
Total Payments (June)		£ 18,874.35
Bank Balances as at 14/06/2018		
Community A/C:	£	2,480.66
H.I. Account:	£	122,369.86
3 month notice account (Lloyds)	£	41,902.91
Total	£	166,723.43
b) S106 Contributions: Amount received £ 15,638.48 for Scout Hut and £ 36,738.20 for Sports Pavilion		
c) Cheque signatories: Clerk to arrange for the cheque signatories to be updated.		

14. Area Report:

a) Bus shelter Lower Farm: Very positive comments have been received about the bus shelter.

b) Lime tree on the Green: Clerk to speak to Alex Talbot about the lime tree on the green. The tree is getting too big and the branches are dying.

15. Date of Next Meeting: Parish Council Meeting will be held on 16th July, 2018 at 7.30 pm at The Green Room, Balsham Pavilion.

The meeting closed at 9.15 p.m.

Signed

Date

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