# Ellington Parish Council

Minutes of Ellington Parish Council AGM
Held 16th May 2018 at 7.30 at the Village Hall, Ellington

**Present**:

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| Councillors: | Cllrs Chapman, Elliott, Lumbers, Palmer, Porter, and Walters. |
| Clerk/Dist Cllr: | Darren Tysoe |
| Public: | None |

Open Forum

Open Forum. Items raised at the Open Forum will be placed on the Agenda of the next Parish Council at the discretion of the Chairman.

There were no questions from the Open Forum. Cllrs raised the issue of litter on the westbound sliproad, and also the need to clean the reflectors and signs. Cllr Elliott offered to provide a contact at Highways England. **Action: Clerk/Cllr Elliott**

The Clerk was asked to write to Mick George, Buffaload, Power Electric and Williams to ask them to sign the Considerate Contractor scheme. **Action: Clerk**

1176. Apologies for Absence were received from Cllr McCutcheon
1177 Cllr Elliott was elected Chairman for Municipal Year 2018/19. Proposed by Cllr Lumbers and seconded by Cllr Porter.
1178 Cllr Walters was elected Vice Chairman for Municipal Year 2018/19. Proposed by Cllr Elliott and seconded by Cllr Chapman
1179. Appointment to Outside Bodies: Playing Field Committee – Cllr Lumbers, Village Hall Committee – Cllr Porter, Neighbourhood Watch – Cllr Chapman, Woolley Hill Wind Farm Community Fund – Cllr Porter and Cllr Chapman
1180. Approval of Minutes of the Parish Council Meeting held on 5th March 2018 and Approval of the Minutes of the Planning Meeting held on 21st March 2018.
1181. Matters arising from Minutes held on 5th March 2018. (1169): a footpath between Parsons Drive to Green Lane and Spinney field was suggested as a potential future Local Highways Initiative (LHI) scheme. 1172 (b). The Clerk was asked to chase the District Council for an update on Buffaload's planning application. The Village Sign had been painted and re-treated. Further work was required to reinstate the sign, including the purchase of a new post, concrete, and brickwork.
1182. To receive from Members declarations as to disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any Agenda item. Cllr Chapman declared a non-pecuniary interest in item 1192 (a).
1183. Update from District and County Councillors. District Cllr Tysoe provided a written report. District Council elections took place on 3rd May, with all 52 seats across Huntingdonshire being contested. Great Staughton is a new Ward made up of 5 parishes: Great Staughton, Hail Weston, Perry, Grafham and Ellington. Previously these 5 villages were in 3 different Council Wards. The changes were brought about as a result of Boundary Commission recommendations. These all-out elections were the first for 15 years as previously elections were held in thirds. The turnout in local elections is generally lower than for a General Election, but Great Staughton Ward had the highest turnout of all 52 Wards, of 45%. The lowest turnout across the District was 24% and the average was around 33%. Ellington had the highest

turnout at 51%. The elections resulted in some changes to the political composition of the District Council, though with 30 seats, the Conservative Group maintains control of the Council with a majority of 8. Cllr Tysoe said that he would maintain regular contact with all 5 parishes by attending Parish Councils, local events, and holding surgeries. He is also contactable on Facebook, twitter email, and telephone.

1184. Finances

a) The Cashbook and Bank Reconciliation for the year ended 31st March 2018 was proposed by Cllr Elliott and seconded by Cllr Walters.

b) Subject to the Internal Auditor confirming that the insurance would provide cover to assist with a data breach, it was agreed to renew the insurance with the current insurance providers.

c) The payment of £250 towards costs of producing Ellington Express was agreed in recognition of the role that the Express has with communicating Parish Council news as well as the community benefit of producing the local journal to the benefit of all residents.

d) It was agreed to pay a local painter the sum of £250 for restoring the village sign plaque.

e) The following payments made since the last meeting were noted: Website, email address, hosting and setup: £642, Clerk's Salary (Q4): £487.14 (Net) and £290.09 (PAYE), BEAM Grass cutting (Cuts 1 and 2): £486.40.
The following payments were made at the meeting: Clerk expenses (stationery) £64.26, Sign refurbishment £250, Ellington Express £250, SLCC £46.00, CAPALC £230.15, BEAM Grass cutting (Cuts 3 and 4): £486.40, Insurance: £407.15, Email Addresses: £24.00
Minutes 1184b-e were proposed by Cllr Lumbers and seconded by Cllr Porter.

1185. The Asset Register was approved.

1186. The Clerk explained that, under the new Transparency regime, the Parish Council would be exempt from External Audit under the Limited Assurance Regime for smaller Authorities (those with turnover under £25,000).

1187. The Chairman and Clerk signed the Approval of Section 1, Annual Governance Statement of Annual Return 2017/18.

1188 The Chairman and Clerk signed the Approval of Section 2, Accounting Statements of Annual Return 2017/18

1189. The Risk Assessment Register was postponed for the July meeting.

1190. New GDPR Policies were approved, including a General Privacy Statement, Data Protection Policy, and Consent Policy. Proposed by Cllr Elliott and seconded by Cllr Chapman.

1191. The ROSPA report for both the Playing Field and Village Green were noted. There were no urgent works. Cllr Lumbers was asked to provide an update of the non-urgent works for the next meeting, provided with a quarterly update of the inspections carried out on the play equipment on the Playing Field.

1192. Planning Matters

a) Reference: 18/00997/PMBPA Change of use of agricultural buildings to dwelling houses, Agricultural Buildings Redwood Lodge Farm Grafham Road Ellington (new information received)

**RECOMMENDATION: APPROVAL**

The PC is content to recommend approval to change of use to residential as the existing footprint will be utilised and the proposed dwellings will be consistent with the scale and scope of the existing buildings. Proposer: Cllr Porter, Seconder: Cllr Lumbers

b) Reference: 18/00800/HHFUL, Proposal: Infill of existing car port to create additional bedroom, 5 St Peters Way Ellington Huntingdon

**RECOMMENDATION: APPROVAL**

No change in size or footprint
Minimal impact on neighbours
Useful additional amenity space without adding to the size of the building
Existing space unlikely to be useful as a car garage in any case.

Could this have been permitted development?

Proposer: Cllr Elliott, Seconder: Cllr Walters

c) Reference: 18/00249/LBC, and 18/00248/LBC Yew Tree Farm High Street Ellington, Replacement conservatory and internal works and new oil tank (new information received)

**RECOMMENDATION: APPROVAL.**

The proposed changes have no impact on the earlier recommendation of approval. The earlier reasons were:

Removal of the existing conservatory will restore the listed building closer to its original historical condition
Removal of the relatively modern shutters will restore the listed building closer to its original historical condition
Improvements to windows will provide greater insulation whilst protecting the heritage building
Improvements and repairs to the inside of the home will ensure the heritage building is kept in sound condition for existing and future occupiers.

Proposer: Cllr Chapman, Seconder: Cllr Elliott

1193. Other Matters to consider/updates

a) GDPR Matters: The Clerk discussed a GDPR Compliance Report, training for Councillors and changes in guidance in respect to appointing a DPO, which stated that Parish Councillors are not required to appoint a DPO.
b) Training for new councillors – the Clerk agreed to circulate dates of training for new councillors and also Chairman/Vice Chairman training.
c) The Clerk explained that the new website would be live from 1st June 2018. The website is compliant with new GDPR legislation and is also more secure. Councillors were being provided with official email addresses to comply with new recommendations.
d) It was agreed to join both CAPALC and SLCC for one year and review the membership before the next renewal date.

**e)** Village Sign improvements. Cllrs Lumbers and Chapman agreed to meet with the Clerk to finalise the remaining works for the village sign. Quotes had been received from local contractors to complete brickwork, concrete, and associated works. **Action: Clerk, Cllrs Lumbers and Chapman**

f) Parking at Windmill Close. Cllr Lumbers raised the possibility of contacting Luminus regarding the creation of parking spaces near the garages off Windmill Close. Luminus had previously stated that there were no funds to carry out these works. There were concerns about the costs of such works as the number of beneficiaries may not justify the costs. It was agreed to consider this scheme as a potential LHI bid for the July 2018 round.

**g)** Completion of dropped curb outside Village Hall. Cllrs Lumbers and Chapman agreed to create a small ramp to facilitate access on the dropped curb. **Action: Cllr Lumbers and Cllr Chapman**

h) Speed Reductions on Grafham Road, Ellington Thorpe. This item was postponed to the July meeting.

i) A14 Cambridge to Huntingdon Scheme – HGV traffic in village during A1 closures. This item was postponed to the July Meeting.

j) To consider extending Village Assembly to receive reports from village groups, clubs and societies. This item was postponed to the July Meeting.

k) Schedule of Deadlines for Grant Applications 2018/19. This item was postponed to the July Meeting.

l) Village Hall Update. This item was postponed to the July Meeting.

m) Playing Field Committee Update. This item was postponed to the July Meeting.

n) Neighbourhood Watch Update. This item was postponed to the July Meeting.

1194. Correspondence - see attached list of correspondence and emails received since March meeting.

1195. Items for discussion at next meeting. Items 1193 (h to n) were postponed to the July Meeting due to lack of time.

1196. Date of next Meeting – 2nd July, 3rd Sept, 5th November 2018

Signed Clerk: 2 June 2018

Darren Tysoe, Clerk to the Council, Grove Cottage, Malting Lane, Ellington, PE28 0AA
clerkellingtonpc@yahoo.co.uk

Notes

A. Disclosable Pecuniary Interests

(1) Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.

(2) A Member has a disclosable pecuniary interest if it (a) relates to you, or (b) is an interest of -
(i) your spouse or civil partner; or (ii) a person with whom you are living as husband and wife; or (iii) a person with whom you are living as if you were civil partners and you are aware that the other person has the interest.

(3) Disclosable pecuniary interests includes -

(a) any employment or profession carried out for profit or gain; (b)any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council); (c) any current contracts with the Council; (d) any beneficial interest in land/property within the Council's area; (e) any licence for a month or longer to occupy land in the Council's
area; (f) any tenancy where the Council is landlord and the Member (or
person in (2)(b) above) has a beneficial interest; or (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

B. Other Interests

(4) If a Member has a non-disclosable pecuniary interest or a non- pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.

(5) A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -

(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or

(b)it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association
and that interest is not a disclosable pecuniary interest.