

Minutes of the Annual General Meeting of the Parish Council held at the Cathodeon Centre on Thursday 20th May 2010

Present: Ms E Cornell, Mrs E Bald, R Hickford, Ms T Hunt, T Krarup, J Linsdell, G Potter, Mrs J Wilson
Mrs S Parry (Clerk to the Council)

Mrs K France (Press) was in attendance together with 9 members of the public.

Public Forum

Eight members of the public were there to voice their concerns regarding the Nichols Court development in Flaxfields. Mr S Wells of Symond's Lane was concerned that no response had been received from the Parish Council or the District Council. Cllr Cornell responded by reading a draft letter of complaint to the District Council which was due to be agreed at tonight's meeting – agenda item 9 i). The Council had not met since 22nd April due to the local elections but much work had taken place in the interim. Mrs Dockerill of Flaxfields confirmed that she had spoken to Mr Wilson from SCDC Environmental Health department who had visited the site and he would be returning at night to record the lighting levels. Mrs Dew of Symond's Lane reported that the number of car parking spaces had been reduced from 24 to 19; this added to their concerns regarding adequate parking provision. It was requested that all SCDC planning officers visit the site, the results of the check on the accuracy of the plans be known as an independent survey may be required and any interested parties be invited to look around the building. It was agreed that the Parish Council would contact Sanctuary Hereward to arrange a visit. Clerk

Mr Hunt distributed a diary of events regarding the pavilion. This would be discussed under item 15, 10

Cllr Cornell opened the meeting of the Parish Council at 8.40pm

- 1 Apologies.
Cllr Cox – holiday. Cllr Gee – holiday.
- 2 Election of Chairman and signing of Declaration of Acceptance of Office forms
Cllr Hickford proposed that Esther Cornell be re-elected as Chairman. The proposal was seconded by Cllr Bald and agreed by the meeting. Those Councillors present signed their Declaration of Acceptance of Office forms. The Chair reported that Mr R Hammett would not be taking up office thus creating a casual vacancy. This would be advertised in addition to the four vacancies for co-option.
- 3 Declaration of Interests from Members. There were none.
- 4 Election of Vice-chairman. Cllr Hickford proposed that Enid Bald be re-elected as Vice-chairman. The proposal was seconded by Cllr Hunt and agreed by the meeting.
- 5 Appointment of Council Representatives and Committee Representatives
Cllr Potter requested a more defined structure to the agenda when considering items that may cause a conflict of interest.
Council Representatives

Cambridgeshire and Peterborough Assoc. of Local Councils – none named	Cllrs Krarup, Cox, Hunt,
Directors, Linton Parish Publications	PC trustee - Cllr Krarup. Mr Gore and Dr
Trustees to Cathodeon Trust	Urwin - continue in office
Charles & Mary Anderson Trust	Cllr Cornell
Linton Granta Bowls Club	Cllr Krarup
Linton Granta Football Sports & Social Club	Cllrs Potter, Cornell
Police Liaison	Cllr Hickford
Public Transport	Cllr Linsdell
Village Hall	Cllr Hunt
Tree Warden	Mrs S

Anderson	Linton Area Pool Project	none named
Linton Action For Youth	Cllrs Hickford and Cllr Hunt (as additional rep if possible)	

Committee Representatives

Planning Committee

Finance Committee

Cllrs Bald, Linsdell, Hunt, Wilson

Cllrs Krarup, Gee, Cox, Linsdell, Hickford, Potter, Cornell

Staff Sub-committee

Chair, Vice Chair and Chairs of Planning & Finance

Working Groups (Advisory Committees)

Open Spaces and Environment

Recreation Ground

Cemetery

Rights of Way

Cllrs Gee, Bald, Hunt

Cllrs, Krarup, Hickford, Potter

Cllrs Gee, Bald, Wilson, Assistant Clerk

Cllr Krarup,

(Ralph Robinson, Bob Hammett, Judy Rossiter to be co-opted)

Cllrs Krarup, Hickford, Potter

Venture Playground

Glebe Land

Churchyard

A1307, Traffic, Recreation Ground Parking

Youth

Allotments

Staff Appraisals

CCTV control group

River, Wildlife and Leadwell Meadows Warden

Cllrs Cox

Cllrs Bald, Cox, Wilson (maximum of 3)

Cllrs Cornell, Gee, Bald, Hickford

Cllrs Cornell, Hickford, Hunt

Cllrs Cornell, Bald, Linsdell, Hickford

Cllrs Gee, Krarup

Cllrs Hickford, Gee, Potter,

Mr A Edgar (to be

asked)

Linton Area Pool Project

none named

It was agreed that:

Open Spaces and Environment be amalgamated.

River, Wildlife and Leadwell Meadows be amalgamated and Mr A Edgar be approached for the role of Warden.

A1307, Traffic and Recreation Ground Parking be amalgamated.

Linton Action For Youth would be asked if Cllr Hunt could be a second representative.

Communications be deleted.

- 6 Approval of the Minutes of the meeting held on 22nd April 2010. Cllr Bald proposed that the minutes be adopted as a true record of the meeting. The proposal was seconded by Cllr Hickford and agreed by the meeting.
- 7 Matters arising from the minutes of the meeting held on 22nd April 2010. Under item 316, Cllr Hickford requested that LA4Y be reminded that no minutes for the past year had been received despite being requested. **Clerk**
- 8 Consideration of minutes of the Finance committee meeting held on 18th March 2010. These were noted.
- 9 Written reports from Councillors
i) Flaxfields meeting (04/05) notes. These were noted and the letter of complaint to SCDC was approved to be sent. **Clerk**
ii) The Crown Inn had requested the use of the Recreation Ground and Pavilion to hold the Wacky Races on 8th August 2010 which would run in association with the Linton Cricket Club's President's Day. This was agreed
iii) Heritage Trail update on sitings of maps and planning application. Cllr Bald reported that she wished to erect a Heritage Trail information board which would include an open notice board at three locations in the village. The proposed sites would be Camping Close on the Church railings, Coles Lane car park and an area in the High Street in the vicinity of the Market Square. This was agreed subject to the various permissions being granted.
- 10 Consideration and adoption of model Standing Orders Policy. It was agreed that these be adopted. It is anticipated that a copy will be printed and bound for all Councillors. **Clerk**
- 11 Consideration of quotations to rebuild Churchyard wall. Despite requesting three quotations for this work only one quotation had been received. Council requested that further quotations from approved contractors be sought before any decision was made. **Clerk**
- 12 Consideration of appointment of architect for Pavilion extension. Councillors felt that before

an architect was appointed they would like some indication, in the form of a sketch, as to what the users were hoping to achieve. It was agreed that a meeting be called with two representatives from the Cricket Club and Football Club, one representative from the Pavilion group and Cllr Potter. **Clerk**

- 13 S/0483/10/F Mrs M Howard, land to north of 3 Horseheath Road – dwelling (revised design to include conservatory). Council supports this application.
- 14 Cllr Hickford proposed that the payments listed below be paid. The proposal was seconded by Cllr Potter and agreed by the meeting. Cllr Potter signed the cheques. In the absence of a second signatory it was agreed to ask Cllr Cox to sign on his return from holiday.
- | (*Section 137 payment) | | Gross | Excl VAT | |
|--|------------------------------|---------|----------|-----------|
| CGM Cambridge Ltd (grass maintenance) | bacs | 1661.07 | 1444.41 | |
| Linton News | bacs | 90.00 | | |
| BT | 1351 | 158.63 | 135.00 | paid 22/4 |
| Zurich Insurance | 1352 | 453.37 | | paid 22/4 |
| * LA4Y | 1353 | 5000.00 | | paid 22/4 |
| SLCC | 1354 | 22.00 | | |
| ESPO | 1355} | 46.77 | 39.80 | |
| ESPO (Future Jobs Fund) | 1355} | 62.94 | 53.56 | |
| Ivett and Reed | 1356 | 180.00 | 153.19 | |
| *Aztecs Junior Football Club | 1357 | 50.00 | | agreed |
| 22/4 ESPO (Future Jobs Fund) | 1358 | 63.46 | 54.00 | |
| Simpers (Future Jobs Fund) | 1359 | 59.03 | 50.24 | |
| ESPO | 1360 | 91.25 | 77.64 | |
| SCDC (planning application fee – churchyard) | 1361 | 85.00 | | |
| Wages | bacs and 1362, 1363 and 1364 | 3035.29 | | |

15 Correspondence received and for discussion

Item 5 1st Linton Brownies had sent in a request for a donation. This decision would be deferred until the new finance committee had met on 17th June as all current S137 funding had been allocated. It was agreed to investigate, via CPALC, whether a donation could be taken from the Youth budget. In any event the group should be reminded, in accordance with the procedures for other organisations, to apply for any future funding in November when the budget is prepared. **Agenda 3/6**

Item 10 Mr B Hunt had raised concerns relating to the proposed refurbishment of the pavilion. The pavilion refurbishment was still at an early stage, the initial plans will be drawn up by the pavilion users. The outcome will be discussed at Parish Council meetings, the minutes of which are on our website and in the Parish Matters page of the Linton News. On agreement with the Parish Council a planning application will be submitted as for any other planning application. The parish would benefit as all profit is used for the upkeep and improvements to the pavilion. Any damage other than to the pavilion should be reported to the Police. Any suspected breach of the licence should be reported to SCDC, Licensing department.

Mr Hunt also distributed a recent diary of events detailing three occasions when he had been disturbed. Discussion took place and Cllr Potter reported that although the pavilion licence restricts the sale of alcohol and playing of music till 11.30pm, the room is licensed until 12.30am. Users are able to apply for a Temporary Event Notice (TEN) which will alter the licensing hours as was the case on 8th May when it was licensed until 12.30am although the music and sale of alcohol stopped at midnight. **Clerk**

Item 20 The Open Spaces Society had requested a donation towards its 'reopening the gates campaign'. This was refused.

- 16 Reports from Councillors (for information only)
Cllr Hickford requested signage for the access road to Linton Heights Junior School making an 'in' and an 'out' route.
Cllr Krarup reported that the Recreation Ground gates had frequently been left open. It was agreed to clarify the names of the key holders and if necessary change the lock. This will be discussed in full at the next meeting on 3rd June. **Agenda 3/6**
Cllr Hunt reported that the W I bench at the top of Rivey Hill was in need of repair and asked if this was the responsibility of the Parish Council. It was reported that a resident, Mr M Whiffen, had previously repaired the bench.
Cllr Krarup reported that he may know of someone who would consider being co-opted and asked the procedure for applying?
Cllr Krarup gave apologies for the June meetings and the first meeting in July.

The meeting closed at 10.20pm.

Signed Date

Note: Copies of reports and documents referred to in these minutes can be inspected at the Council's office.