

Balsham Parish Council  
Minutes of the Parish Council Meeting held on  
Monday 28<sup>th</sup> April, 2014  
at Balsham Church Institute at 8.00 p.m.

**Present:** S Himsworth, J Gooch, A Fraser, D Kiddy, K Morris and R Barrett.

**In attendance:** Mrs T Coston (Clerk), Cllr Hickford

**Public:** 1

1. **Apologies for absence:** D Drew, J Kiddy and A West.
2. **Councillors are required to review the agenda, and to declare any pecuniary interest in any item:** None
3. **Public Participation (15 mins):** None.
4. **Report from District and County Councillor:**

**District Council:** A joint report was received from Richard Barrett and Andrew Fraser. The report was read by R Barrett and copy kept on file.

**County Councillor:** CCC is moving into the committee system. Looking at shared services to cut costs. Councillor Steve Count is the new Conservative leader of CCC.
5. **Minutes of the Parish Council meeting held on 17<sup>th</sup> March, 2014:** The previously circulated minutes were approved and signed by the Chair.
6. **Matters arising from the minutes:**
  - a) **Rookery tree replacement tree:** A grant has been received from SCDC Community Chest for £ 220.00 for a replacement tree and an oak tree to commemorate WW1. The approximate cost will be £ 370.60 for both trees. The trees have been ordered and will be planted in September. Oak to be planted beside Hay House on the way to the allotments. Plaque to be arranged for the oak tree.
  - b) **Ditch in West Wickham Road (Cambridge Past Present and Future):** The work has been completed by CCC Highways and it will be charged to PPF.
  - c) **Ownership of land next to school:** The land registry has sent the title numbers of the land next to the school.
  - d) **War Memorial:** The pre-application for a grant is still being determined by the War Memorials Trust. An application has also been made to English Heritage.
  - e) **Pond in Woodhall Lane:** The maintenance of the pond still hasn't been completed, a meeting has been held with Thurlow Estate.
  - f) **Purchase of noticeboard:** A grant has been received from SCDC Community Chest for £ 652.22 and the noticeboard has been ordered at a cost of £ 952.22 from Allen Signs.
  - g) **Parish Council election – 22<sup>nd</sup> May, 2014:** Balsham will have a contested election as there are 11 candidates will stand for 9 seats.
  - h) **Re-opening of the ICT Suite:** Sara Himsworth attended the opening ceremony, lovely atmosphere and stayed on for the school celebration assembly which was a very happy occasion.
7. **Planning:**
  - a) **Applications for PC Comments:**

S/0485/14/FL 49 High Street  
Proposed front porch  
PC Decision: Approve

## **b) Decisions**

S/0422/14/FL The Manor, 42 High Street

SCDC granted permission for the erection of single storey extension to rear of dwelling in place of existing conservatory and alterations to existing fenestration

## **8. Recreation Ground/Pavilion**

**a) Pavilion flooring:** The flooring has been replaced and the PC are very pleased with the new area of the pavilion.

**b) Cricket Club plans for grass collection unit:** The grass collection unit has been built with thanks to Will Pallett and Nick Clarkson

**c) Purchase of table for the Church Institute:** The PC have ordered two tables, which will be for the Church Institute and the Church Institute will give one of their original tables to the pavilion.

**d) Quote for hedge cutting around the recreation ground:** The PC agreed the quote from CGM Landscapes to flail the hedge on the main recreation ground at a cost of £ 240.00 + VAT and the hedge on the lower recreation ground at a cost of £ 420.00 + VAT. The work will not be able to be carried out before September due to the birds nesting.

**e) Quote for Leylandii hedge at play area:** The PC agreed the quote from Tree Surgery Services at a cost of £ 1,100.00.

**f) Play equipment inspection report:** The PC discussed the report about the equipment and the actions will be discussed with Mike McCall and Broadmead Leisure.

**g) E-On electricity plan renewal:** The Clerk will look into the E-On electricity plan to see if a cheaper option is available for the pavilion when the contract expires in August.

## **9. Current Matters:**

**a) Result of Data Protection Complaint:** The ICO have informed the PC that there wasn't any evidence to suggest that there is any withheld personal data and therefore it is in their view that the Council is likely to have complied with the DPA.

**b) FOI complaint details:** The PC is still waiting for a response from the Information Commissioners Office.

**c) Church Institute maintenance and new windows:** A response hasn't been received from the VAT office, Clerk to chase up.

## **10. Highway Matters:**

**a) School sign:** A meeting will be organised with Nicola Burden (CCC Local Highway Officer) to walk around the village to assess the problems.

**b) Sign in Fox Road:** The sign has been reported to CCC again.

**c) Speed humps – Church Lane:** To be discussed in the meeting with Nicola Burden (CCC Local Highway Officer).

**d) Dropped kerbs – White line:** To be discussed in the meeting with Nicola Burden (CCC Local Highway Officer).

**e) Parking around the school/junction of High Street:** Plans been drawn up by CCC. Cllr Hickford informed the PC that CCC has passed a motion that temporary arrangements can be made before permanent highway changes are made.

## 11. Correspondence:

**a) Letter from resident regarding precept:** The PC agreed the response to be sent to the resident.

The precept rose from £ 41,500 to £ 42,300 (£ 800.00) increase. The parish amount for a Band D property rose from £ 58.70 (2013/14) to £ 64.30 (2014/15) for a Band D property which equates to £ 5.60 per year or 46p per month. The Government also changed the LCTSS grant allocation which resulted in the PC not receiving any revenue from the residents that receive Council Tax benefits.

The PC has also had to budget for an election this year and increasing costs of maintenance of grasscutting in the village and other services financed by the PC.

**12. Finance:-** Receipts and payments up to 28/04/14 and any invoices/receipts received up until 17/03/14 will be considered at the meeting.

**a)**

<b>Receipts April 2014</b>		
Balsham Bowls Club		£ 322.00
Balsham Boys Football Club		£ 644.00
Allotments		£ 15.00
SCDC Precept (1 <sup>st</sup> instalment)		£ 21,150.00
<b>Total Receipts</b>		<b>£ 22,131.00</b>
<b>Payments April 2014</b>		
T Coston Salary £ 896.35 Exp £ 153.31		£ 963.22
M McCall (Gross £) £ 175.00		£ 131.25
K Housden (Gross £) £ 140.00		£ 112.00
E-On Electricity D/D		£ 159.00
S B Carpets		£ 940.00
Three Counties Fire Protection		£ 39.00
CGM Landscapes Cambridge		£ 360.00
Broadmead Leisure Ltd		£ 126.00
Environment Agency		£ 22.69
Age Concern		£ 800.00
Gopak		£ 249.29
HM Revenue & Customs		£ 547.90
Kleen		£ 30.00
John Lewis (Pavilion equipment)		£ 91.62
<b>Total</b>		<b>£ 4,571.97</b>

### **Bank Balances as at 23/04/14**

*Community A/C:* £ 9,507.56

*H.I. Account:* £ 54,577.66

*3 month notice account (Lloyds)* £ 41,256.74

**Total** £ **105,341.96**

**b) Approval of 2013/14 Accounts:** The PC approved the accounts and statement of assurance. The Chair and Clerk signed the audit forms.

## 13. Area Report:

**a) A1307 meetings:** Horseheath PC has arranged meetings to discuss the A1307. A traffic survey is going to be carried out through all the villages and on the A1307. Balsham PC cannot make any decisions until there are some plans available.

**14. Farewell to members of the PC:**

Sara Himsworth has chaired the PC for the last 6 years is not standing for re-election. The PC thanked Sara for all her hard work and excellent Chairing of the meetings with a card and a tub planted with seasonal plants.

The PC also said farewell to Kaye Morris and Deborah Drew and presented them with a card and a plant.

**15. Date of Next Meeting:**

**The Annual Parish Council meeting will take place on 2<sup>nd</sup> June, 2014 at 7.30 pm at The Church Institute, Balsham.**

The meeting closed at 9.30 p.m.

**Signed**

.....

**Date**

.....