

***BALSHAM PARISH COUNCIL***  
**The Parish Council Meeting will be held on**  
**Monday 21<sup>st</sup> March, 2022 at 7.30pm**  
**in Balsham Pavilion (Green Room)**

**Present:** J Kiddy, S Thurgood, K Reyes, S Wilcox and Paul Anderson

**Public:** 5

**Also in attendance:**

**Clerk:** Tracy Coston

1. **Apologies for absence:** Annie West, Helen Ford, Gordon Fiddy, Geoff Harvey, Henry Batchelor.
2. **Councillors are required to review the agenda, and to declare any pecuniary interest in any item:** None.
3. **Public Participation (15 mins):**

The Public were informed that the PC were going to ask for legal advice and a structural survey and a questionnaire to ask the opinions for all the residents.

The improvements to the pavilion or rebuilding the pavilion will be discussed by the PC but the lease expires in December 2023 and a rebuilding project will take a number of years.

The public asked if the plan for the new village hall will have some costings and a timeline?

The PC will send a reply to the PCC in time for their meeting on Thursday.

The PC agreed that it would be difficult to get residents to reply to a survey, but they will distribute in paper form and the replies can be received electronically and via paper.
4. **Minutes of the Parish Council Meeting held on 21<sup>st</sup> February 2022:** The previously circulated minutes were approved and signed by James Kiddy.
5. **Report from District and County Councillor:** Not present.
6. **Matters arising from the minutes:**
  - a) **Overhanging hedges/trees in the village:** The trees opposite Lower Farm will be uplifted and trimmed.
  - b) **Platinum Jubilee celebrations – flower festival donation:**

An email has been received from David Arnold requesting the whole cost of the flowers and not just the £ 300.00 donated. Alison Clarke has informed the PC that she is requested further funding from the Community Chest and she thanked the PC for the £ 300.00 donation.

The PC agreed not to increase their donation from £ 300.00, which has been paid to Alison Clarke.
  - c) **Cleaning of war memorial:** Clerk to find out the regulations from planning and the Diocese.
  - d) **Field End sign/Sleford Close:** The signs still haven't been replaced.
  - e) **Street light in Plumian Way:** The street light belongs to SCDC and as they are in the process of upgrading the street lights to LED's they are not repairing the lights.
  - f) **Footpath in West Wrattling Road:** Reported to Highways.
7. **Update on the Church Institute Lease:**

The PC has had further discussions and agreed that they need to take legal advice concerning the renewal of the lease.

The PC have agreed to produce a questionnaire for all residents to answer.  
The Clerk has spoken to Charles Tallack, Structural Engineer to carry out a condition report on the Church Institute which will cost £ 450.00 + vat.  
The PC agreed to wait for the results of the questionnaire before a decision is made to continue with a structural survey.  
The questionnaire to receive feedback from the village will be distributed in paper form with a QR code to complete by a webform.  
Steve Wilcox will send the questionnaire out to the Parish Councillors to test that completing via QR code and the webform works correctly. The questions will not be the finalised questions, just a test to make sure the online forms work correctly.  
Steve Wilcox offered to put the questionnaire together with some draft questions and the PC will agree the questions before the questionnaire is finalised and distributed to the residents.  
All the results will be made public when they have been analysed.

**8. Grasscutting tenders and quotes to be agreed:** The Clerk presented all the information from the three grasscutting tenders and the PC agreed to award the tender to Herts and Herts and Cambs Ground Maintenance Ltd for 3 years.

**9. Allocation of S106 funds**

To be deferred as the accounts and project information hasn't been received from the Scouts, but it has been promised by next meeting.

**10. Planning:**

**a) For Discussion:**

Proposal: S73 to vary condition 2 (approved drawings) of 20/03037/FUL

(Erection of one detached house with separate garage)

Site address: 10 Cambridge Road Balsham Cambridge

Reference: 22/00844/S73

Public Access Link: <https://applications.gretercambridgeplanning.org/online-applications/PLAN/22/00844/S73>

**PC Decision:** No objections

**b) Decisions:**

Proposal: Proposed Single Storey Extension. Resubmission of 21/04474/HFUL

Site address: 5 Woodhall Lane Balsham CB21 4DT

Reference: 22/00164/HFUL

**SCDC: Approved decision**

**c) Tree works without permission:** 44 - 46 High Street, Balsham. Trees felled without permission. Reported to SCDC.

**11. Allotment update:**

**a) Allotment gate:** The Clerk has looked at the gate below the Scout Hut and there is not room to put in a pedestrian gate as well as the 5 bar gate. The PC agreed to not make changes to the gate.

**12. Recreation Ground/Pavilion**

**a) Adult gym equipment:** The project is on hold until the wind farm application has been determined.

**b) Benches at the recreation ground:** The PC are purchasing one bench, the Indoor Bowls have kindly agreed to purchase two benches and the Balsham Ploughmen two benches.

**c) Purchase of tables/blinds/chairs for pavilion :** The Clerk went to Silverman's Office

furniture supplies to view the chairs and tables available and obtain quotes. The PC agreed to purchase 6 tables and 50 chairs for the pavilion.

**Blinds:** The PC agreed the quote from Interlace for the blinds.

**d) Acoustic boards in the pavilion:** Clerk to ask for advice about the acoustic boards.

**e) Dates for youth club:** Clerk to make sure the lower club room is cleaned for the Church Youth Club.

### 13. Highway Matters:

**a) Parking sign on Green for school parking:** A request has been made to Highways.

**b) Movable speed sign computer:** Steve Wilcox met with Mike McCall and discussed the computer requirements and the PC agreed to purchase a new computer so that the data can be stored. Clerk to obtain some prices.

### 14. Correspondence:

**a) Parish Council elections – 5<sup>th</sup> May 2022:** All members of the PC were given election papers and the Clerk offered to deliver to SCDC before the closing date.

**15. Finance:-** Receipts and payments up to 15/03/22 and any invoices/receipts received up until 21/03/22 will be considered at the meeting.

**a)**

|                                    |   |                   |
|------------------------------------|---|-------------------|
| <b>Receipts March 2022</b>         |   |                   |
| Balsham Indoors Bowls (Benches)    |   | £ 1,100.00        |
| <b>Total Receipts</b>              |   | <b>£ 1,100.00</b> |
| <b>Payments (March 2022)</b>       |   |                   |
| T Coston Salary                    | £ 1,018.55 Exp: 243.25<br>Pension £ 56.02 | £ 1,158.79        |
| M McCall (Gross £)                 | 20 hours & £ 7.50 exp                     | £ 199.50          |
| S Housden (Gross £)                | £ 154.00                                  | £ 154.00          |
| HMRC (Tax/NI)                      |   | £ 414.56          |
| Cambridgeshire Pension             |   | £ 326.95          |
| Opus Energy                        |   | £ 371.56          |
| Urban Signs                        |   | £ 492.00          |
| Three Counties Fire (Institute)    |   | £ 58.35           |
| Three Counties Fire (Pavilion)     |   | £ 47.84           |
| Balsham Feast (donation)           |   | £ 800.00          |
| Balsham Flower Festival (donation) |   | £ 300.00          |
| CCC (Double yellow lines)          |   | £ 1,598.38        |
| Kleen Windows                      |   | £ 30.00           |
| JRB Enterprise Ltd                 |   | £ 259.20          |
| SCDC Waste Collection              |   | £ 668.20          |
| <b>Total Payments March 2022</b>   |   | <b>£ 6,879.33</b> |

### Bank Balances as at 15/03/22

|                                 |                     |
|---------------------------------|---------------------|
| Community A/C:                  | £ 9,528.98          |
| H.I. Account:                   | £ 171,622.20        |
| 3 month notice account (Lloyds) | £ 42,490.67         |
| <b>Total</b>                    | <b>£ 223,641.85</b> |

### 16. Area Report:

**Footpath at end of Bartons Close to allotments:** The footpath is eroding and needs some work and possibly edging with timber. Clerk to ask Rob Ellam for ideas and a quote.

**17. Date of Next Meeting: The Annual Parish Meeting will be held on 25<sup>th</sup> April, 2022 at 7.30 pm in Balsham Pavilion, followed by the Parish Council Meeting at 8pm.**

The meeting ended at 9.45 pm.

**Signed**

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**Date**

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