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**Minutes of the Bluntisham Parish Council Meeting  
Monday 7<sup>th</sup> July 2014 at 7.00pm at The Village Hall, Mill Lane,  
Bluntisham**

**Present:** Chair: Mrs Joan Gutteridge, Mr Frank Hudson, Mrs Margaret Lumb, Mrs Kathy Searle, Mr Gary James, Miss Emily Godfrey, Mrs Tracey Davidson (Clerk),

**Also present:** Mr Steve Criswell & 9 members of the Public

1776	<b>Earith PC (EPC) – Closed Churchyard</b>	<b>Action</b>
	<p>EPC &amp; BPC agreed and are happy for HDC to take ownership of the churchyard. Concerns with only getting the grass cut twice a year when it has been cut more regularly at the moment were raised and Mrs Margaret Lumb suggested that we come to an agreement about sharing the costs of getting cuts per season. EPC have got one quote from Fergusons of £150 per cut or £190 per cut to take grass away. Due to the nature of the area strimming is the only way to keep the area clear, which is costly as it is time consuming. BPC agreed to get further quotes and to find out from HDC what they would charge to do additional quotes within the year. It was suggested to quote on up to 10 cuts per season, as this could be reduced if we had a drought. Both Clerks are to complete the paperwork and BPC are to get subsequent quotes for grass maintenance.</p>	Clerk
	<p><b>Open Forum</b> – Harry Potter raised concerns with the state of Meeting Walk between East Street and St Marys Close. Mrs Janet Gedye advised that there is no point in spraying now as the weeds have gone to seed. Steve Criswell confirmed that it is the district council’s responsibility to sweep and clear the highways. The Clerk confirmed this had been reported to HDC and has been chased by Cllr Robin Carter and Cllr Steve Criswell. HDC confirmed they are behind with the work. Overhanging vegetation from properties is very bad. Mrs Joan Gutteridge asked if there were any volunteers available to help, Mr David Gedye confirmed that volunteers were not necessary. Mr David Gedye asked if there was a strategy to confirm if the gang mowers were redundant and therefore can be disposed of to reduce the storage needs for the village. We need to confirm if this is made redundant. Mrs Kathy Searle is to speak to Peter to see if they can be disposed of. Mr David Gedye advised that he was trying to get the trimmer working and will liaise with Ray Frost to see if they can fix it now it has been returned to BPC. Sue Everest asked if the councillors received a copy of her most recent email which confirmed that she made a mistake on the email address, hence Cllr Robin Carter didn’t receive it. The main concern is with the opening hours of the planning application reference 1301360FUL. Mrs Joan King also has concerns about the opening hours of the planning application reference 1301360FUL.</p>	
1777	<b>Dispensation Forms received &amp; decisions given</b> – nothing to report	

1778	<b>Declarations of interest for items on the agenda – Mrs Margaret Lumb item 1794</b>	
1779	<b>Apologies for absence –Mr Robin Carter, Mr Mike Francis</b>	
1780	<p><b>County Council &amp; District Council Reports –</b>  Cllr Steve Criswell confirmed the Bluntisham to Needingworth proposed footpath is an official county project. Although a sizeable income still needs to be funded. Steve Criswell is willing to attend meetings and report back although the officer in charge is Steve Dighton. Officers are talking to highways agency to take responsibility for disused bridges. The Local highways improvement scheme responses are needed by 12 September. He is aware of the proposal to reduce the speed limit to 30mph along Rectory Road. Another suggestion has come from a resident to create footpaths at the top of Wood End and Station Road to make safer. Cllr Steve Criswell advised that following an informal chat with the Chair and Vice Chair re localism he agreed to help as much as possible and willing to attend meetings. He suggested the workshop on 24 July at HDC would be an ideal event to attend. Mrs Joan Gutteridge and Mrs Margaret Lumb agreed to attend. Mrs Joan Gutteridge discussed the 5 year plan Cllr Steve Criswell agreed to be the sole representative for the parish council for the cycle route (item 1 on the plan). <i>(Mrs Joan Gutteridge proposed &amp; Mrs Margaret Lumb seconded all agreed.)</i></p> <p>The clerk read out the following which had been sent from Mr Robin Carter – I have carried out the H&amp;S inspection and will send the results in the next week. I note that services work in Wood End looks like it may result in some rationalisation of telegraph poles, which may resolve the duplicates. Street lighting faults in Wood End continue to be reported and the response is generally very good. Weed spraying is becoming a serious issue as the current crop are now seeding nicely, have chased again and was given the same answer, end June beginning of July. If not already picked up noted that there are a couple of overgrowing hedges in Wood End – Rose Cottage and 39 (a particular problem as it is brambles).</p>	
1781	<b>Minutes of the Parish Council meeting dated 2<sup>nd</sup> June 2014 to be approved and signed – Minutes approved and signed by the Chairman.</b>	
1782	<b>Matters arising from previous minutes –</b> Cllr Robin Carter wanted it noting that the non response to an email to Mrs Everest wasn't correct as it had been sent to the incorrect email address, hence he didn't receive it.	
1783	<b>Register of members interests – forms returned to clerk.</b> Mr Gary James is outstanding and needs to return to the clerk asap.	GJ
1784	<b>FY2014/15 Accounts – to end May 2014</b> No concerns raised with the accounts. Total receipts £3384.22 & total expenditure £38287.20. <i>(Proposed Mrs Kathy Searle, seconded Mr Frank Hudson. All agreed.)</i>	
1785	<b>Accounts for payment and June income summary –</b> Mrs Kathy Searle and Mr Frank Hudson signed cheques and approved. <i>(Proposed Mrs Joan Gutteridge, seconded Mr Gary James. All agreed)</i>	
1786	<b>Online banking – application for clerk to view accounts only.</b> The clerk has applied for access to view the statements only online as more people are paying by BACS, which means verification of payments is delayed due to the statements being posted at least a week into the following month. <i>(Proposed Mr Gary James, seconded Mrs Margaret Lumb. All agreed)</i>	Clerk
1787	<b>Internal audit summary –</b> the clerk shared the summary report by email and suggested the recommendations with a substantial level of assurance be adopted. The clerk is to put the risk assessment onto the September	

	agenda as an annual task. ( <i>Proposed Mr Frank Hudson, seconded Mrs Cynthia Curtis. All agreed</i> )	
1788	<b>Outdoor sports facility – Mr Richard Saltmarsh to update progress.</b> The costings review is almost finished and further updates will be shared in due course.	
1789	<b>Committee updates:</b> <ul style="list-style-type: none"> <li>a) <b>Allotments Committee</b> – Mr Frank Hudson confirmed that following the correspondence sent to tidy up allotments Mr Tony Burdon advised he couldn't tend his allotments for 3 months, it was agreed this was too long and due to the waiting list, he would have to give his plot up. (<i>Proposed Mrs Margaret Lumb, seconded Mrs Joan Gutteridge. All approved</i>). Two further allotment holders have given their plots up and these have been allocated from the waiting list. The clerk confirmed that a good response for allotments has been received following the advert in the Newsletter. The clerk has received all old paperwork for the allotments and has updated the Allotment Agreement, Plot details and finance documents and passed onto Mr Frank Hudson for comments.</li> <li>b) <b>Hall Management Committee</b> – NTR next meeting scheduled for Monday 14 July at 8pm</li> </ul>	FH
1790	<b>Crime, Road Safety &amp; Highway Warden Update (to include HCV, ENVAR &amp; Hanson reports as appropriate)</b> <p>Crime: 22 burglaries across the district in June, but none in Bluntisham. Lead was stolen from the church roof on 2 occasions but has a coating rendering it worthless for scrap. Bicycle thefts are causing concern &amp; police ask owners to secure them to immovable objects when leaving them. Telephone scams are still prevalent, never give out banking or credit card details over the telephone &amp; be on your guard as callers can seem genuine. <i>Post meeting: Plants have been stolen from gardens in The Poplars.</i></p> <p>Road Safety: the next meeting is on the 8<sup>th</sup> July.  Hanson &amp; ENVAR: the next meeting is in September.  HCV: High particulate counts causing concern &amp; further testing is likely. A detailed critique of the A14 proposals was formulated.  Highway Warden: The Highway Officer is currently on holiday but we shall have a walkabout on his return. Potholes in Presses Close have been reported. Overhanging hedges &amp; Foliage in Meeting &amp; elsewhere noted. Clerk informed and letters sent.</p>	
1791	<b>Parish Council 5 year plan</b> – The plan was reviewed and an updated document is attached as an appendix to these minutes. The Chairman wanted to thank Mr Frank Hudson and all others who helped with setting the trees in the Community Orchard, which was dedicated to Mr Tony Rowell officially on Saturday 5 July. Mrs Margaret Lumb to send the speech made by Mr Tim Berry to the clerk who will share in the next Newsletter and the local paper. It is to be recommended that all residents are welcome to help themselves to the fruit but to limit this to one bag per family. Miss Emily Godfrey is to chase the benches to see if they have allocated one to the rear aspect of the village hall.	ML EG
1792	<b>Hedge cutting schedule</b> – Following recent communication with Mr Stuart Talbot, who advised he wanted nothing further to do with Bluntisham Parish Council, the committee agreed that they should go out to tender. The clerk is to get at least 3 quotes and these will be reviewed at	Clerk

	the next meeting.	
1793	<b>Re-survey of Parish Grass</b> – Mrs Kathy Searle and Mr David Gedye are to get together to walk around the village to update the parish grass inventory. The clerk gave Kathy a plan with the current grass identified. It was suggested that an updated plan along with photographs are kept in a central place for future use.	KS/DG
1794	<p><b>Planning: New applications</b></p> <p><b>1301360FUL</b> – change of use of first floor above service station from residential to Health &amp; Beauty Suite (retrospective) and additional associated staff parking. Bluntisham Service Station, Station Road. The land on Station Road is classed as rural exception therefore as it hasn't been sold to Accent Nene it doesn't qualify to create a car park for a commercial enterprise.</p> <p>The car park plans are failing on the points there is no agreement with HDC and Accent Nene as to the entrance and traffic flow. The drainage and surfacing have not been addressed and the tree with the TPO will not come down for a commercial enterprise.</p> <p>The decision of refusal includes the Health &amp; Beauty studio as this can't be split from the application so this planning decision lays in the hands of HDC as they have been trading for well over a year without planning permission.</p> <p>Bluntisham Parish Council will work with Accent Nene to establish a new site for affordable housing in Bluntisham. The site at Station Road should return to its former planning status when this is done.</p> <p><b>Recommend REFUSAL</b> (Proposed Mrs Kathy Searle, seconded Mr Frank Hudson. All agreed.)</p> <p><b>1400710FUL</b> – Erection of two storey extension. 17 East Street.</p> <p>The footpath damage on St Marys Road, caused by the builder, is to be repaired at their expense on completion of the development.</p> <p>The wall running along St Marys Road is to be left in a condition that the whole wall is safe and stable, on completion of the development.</p> <p>The access to the property is to be from the existing dropped kerb therefore sharing the driveway with the new build property.</p> <p>Concerns have been raised with the roof trusses used on the garage as they differ from the plans. The porch has already been built, and the rear extension footings are already in.</p> <p><b>Recommended APPROVAL</b> (Proposed Mrs Kathy Searle, seconded Mrs Margaret Lumb. All agreed.)</p>	
1795	<b>Enforcement issues</b> – None.	
1796	<b>Barograph update</b> – Mrs Margaret Lumb advised that Gavin is to consult with the conservation officer to ensure there are no issues with the materials the PC have chosen. He will press on with getting quotes for the work and will update in due course.	
1797	<p><b>Village Maintenance:</b></p> <p>a) Notice board refurbishment – the notice board by the old post office has been refurbished although a minor adjustment needs to be made in order for the latches to be opened easily. The notice boards along Holliday's Road have been stained by the caretaker and look great. Thanks to Mr Geoff Mullee for a great job.</p> <p>b) Coronation Bench – Wood End. Mr Frank Hudson confirmed that Mr John Dench has offered to repair the bench free of charge. The Parish Council agreed to purchase the materials. Frank is to speak</p>	FH

	<p>to John and ensure receipts for all purchases are passed onto the clerk for reimbursement.</p> <p>c) War Memorial – the clerk has obtained quotes for cleaning the war memorial and is awaiting confirmation from Earith Parish Council they are happy to contribute 50/50 for this. Will discuss during Augusts meeting.</p>	Clerk
1798	<b>Reported problems</b> – None	
1799	<b>HMC Terms of Reference</b> – following the last HMC meeting it was agreed the clerk would put together TOR for the HMC. This was shared with the Chairman and will be passed to all parish councillors for comments. It was noted that the clerk should be sending all minutes from the HMC & finance meetings to all committee members.	Clerk
1800	<b>Fund Raising ideas – Christmas 2014</b> – Miss Emily Godfrey would like to reinstate the Christmas Craft event in the village hall. The clerk is to speak to Mrs Sue Morgan about previous contacts and share all ideas with Miss Emily Godfrey. It was agreed this needs to be held the last week in November before all the Christmas fetes.	Clerk/EG
1801	<b>Ouse Washes Grants</b> – It was agreed we would like to hear about the projects but at this time there are no opportunities for fund raising.	
1802	<p><b>Correspondence received</b></p> <p>East Anglia’s Children’s Hospices – the clerk shared a donation letter received from the charity. It was agreed that it isn’t parish policy to support these enquires.</p> <p>Email received from Mr T Guy – concerns with trees, pumping station ownership &amp; footpath safety. All addressed and responded to by the clerk.</p> <p>Email received from Mr P Hine – concerns with footpath safety. All addressed and responded to by the clerk.</p> <p>Email received from Amie Lill – concerns with the plans for the barograph improvements and publicising of these. Plans sent by the clerk and agreed to wait until final dates for the barograph improvements before displaying the plans on the notice boards.</p>	Clerk
1803	<b>Various Magazines and mail shots for general interest</b> – none	
1804	<p><b>Items for consideration (for information only)</b></p> <p>Mr Gary James advised that St Helens and Holywell schools have agreed to become a federation. Both schools will retain their own identity and uniforms, etc. They aim to take effect from September. There will be one governing body from across both schools and Mrs Branch is to be Head. The acting head from St Helens is staying on until December and the last Ofsted report was very good. Ofsted are planning a further inspection later this year.</p> <p>Mrs Margaret Lumb received a message from Mrs Jarvis, following heavy rain she had sewage coming up to the backdoor. Mrs Margaret Lumb advised she contact Anglian Water. Mrs Margaret Lumb reported that she has had several opened bags of dog mess thrown into her driveway. She is currently placing these bags on the fence, they have been removed when this has been done. If things don’t improve then she will be setting up a camera to identify who the culprit(s) is/are.</p> <p>Mrs Joan Gutteridge advised that someone is using Meeting Walk as a dumping ground again. She has displayed a notice asking who is responsible to contact her.</p> <p>The clerk raised the contribution to the Brownies following the delivery of the newsletters. Some newsletters haven’t been received in certain roads.</p>	Clerk

	These include; St Marys Close, Station Road, East Street & Colne Road. The clerk is to find out more details.	
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Meeting closed 9.20 pm

Next meeting: 4<sup>th</sup> August 2014

**Dates of Future Parish Council Meetings – 2014**

August	Monday 4 <sup>th</sup> August
September	Monday 1 <sup>st</sup> September
October	Monday 6 <sup>th</sup> October
November	Monday 3 <sup>rd</sup> November
December	Monday 8 <sup>th</sup> December

*Annex 1 - 5 year plan – 2014/15*

*Annex 2 – FY 2014/15 accounts to end May 2014*