

Clerk's Report

Monday 5th September 2022

2. Apologies To receive apologies for absence.

3. Declarations of Interest

4. Minutes. To approve the minutes from the meetings held on 1st August 2022.

5. Open Forum

6. Matters Arising

1. **Neighbourhood Development Plan**

Thank you for submitting the Great Gransden Neighbourhood Plan to HDC. I can confirm receipt of both emails. I will now review these and arrange an online consultation event. This process should be complete within 2 weeks meaning the consultation event will start no later than 31 August. I will also be in contact regarding publicising the consultation online and storage of hard copies of documents etc so that residents can view these in person during the consultation if they wish to. I will be in contact shortly to discuss further but if you have any questions in the meantime please do get in touch.

Kind regards,

Natalie Elworthy MRTPI
Planning Policy Officer
Development Services, Corporate Delivery
Huntingdonshire District Council

(Email received 18/08/2022)

2. **Multi-Use Games Area – update from Councillors**

- A meeting has yet to be fixed between the Chair, Vice Chair, Councillor West and interested residents.
- Enforcement have been in touch regarding complaints, see emails below. Chair has left voice messages on 16th August. No reply.

Date: 11 August 2022 at 22:17:38 BST

To: Sally.Granshaw@huntingdonshire.gov.uk

Dear Sally,

Many thanks for your letter.

I am the recently appointed Chair of Great Gransden Parish Council and have taken the complaints to the council very seriously taking a number of actions including but not limited to:

- - Regular visits to the MUGA after 8:30 to see if it is in use and if so advising those concerned of the opening times and asking them to leave.
- - Regularly publishing notices regarding opening hours in our village magazine
- - Posting on our local email group
- - Improved signage on the MUGA in multiple locations

- - Asking the residents concerned to keep a log of activities and reviewing this on a monthly basis
- - Always being open to discuss the situation with the residents.

These actions were in response to your letter dated 11 May 2022 and since we have been doing this it is noticeable that the general frequency of after hours use is declining as people become more aware of the conditions and most are very accommodating when we explain the situation to them. Regarding your original letter I would like to point out that there are no lockable gates and this design was approved by HDC as part of the original planning process.

Anyway, yes there are blips but overall a decline in nuisance is being steadily achieved and as such we believe that our policy of education and inspection to be working with the ultimate goal of reducing any disturbance after hours to virtually zero. Daily inspections and continuing public awareness are clearly key to this and we shall endeavour to ramp up our activities in these areas.

As mentioned at the beginning of my email I am new to such matters and extremely keen to meet with you to discuss this further as I seek to learn about such matters especially exactly what a Breach of Condition Notice implies and to seek advice from yourself about how HDC could support us in this matter going forward.

Please do not hesitate to contact me either by email or phone so that we can discuss and/or arrange a meeting.

Chair, Great Gransden Parish Council

From: Sally Granshaw <Sally.Granshaw@huntingdonshire.gov.uk>

Sent: 11 August 2022 4:10 PM

To: Diane Taylor <gransdenpc@hotmail.co.uk>

Subject: RE: 22/00099/ENBOC

Dear Diane,

Thank you for your email. Unfortunately I have continued to receive reports of the MUGA being used after 20.30 causing disturbance to residential amenity. I must therefore insist that the Parish Council look at an effective and permanent solution to ensure that Condition 4 of Planning Permission 18/00507/FUL is complied with as a matter of urgency, otherwise I may have no option but to seek authority to issue a Breach of Condition Notice.

I look forward to hearing from you as soon as possible.

Yours sincerely

Sally Granshaw

Planning Enforcement Officer

7. Playground Maintenance Quotes

(Cathy will need to supply this information?)

8. Website

(Chairman to talk through with examples.)

9. Open Forum Policy

PUBLIC PARTICIPATION AT PARISH COUNCIL MEETINGS:

Meetings of the Parish Council are not public meetings but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. However, as part of its community engagement, Parish Council's can set out a time for public participation at an agreed time when members of the public are invited to speak. Members of the public should not be involved in the decision-making of the Council. The Council should not make any instant decisions at the behest of members of the public on items that are not included in the agenda. As a matter of best practice the public forum will be kept separate from

the debate of the councillors. If matters raised are not on the agenda for the meeting these can be used to form part of the agenda for a future meeting at the discretion of the Council. Members of the public are welcome to stay for the Council meeting after the public session as observers, but will not be able to join in the discussion unless invited to do so by the Chairman. Members of the public may be excluded by a resolution of the meeting for specific items which need to be discussed in confidence (e.g. staffing matters, tenders for contracts, some legal issues).

RULES

- This session will be limited to a maximum time as set by Council.
- The time for each member of the public to speak is limited to 5 minutes.
- If more than one member of the public wishes to speak on the same topic then they should nominate one person to speak on their behalf. This will avoid duplication and make the best use of the public participation period.
- Written statements must be received by the Clerk at least 3 days prior to the meeting.
- Public Forum is an opportunity for members of the public to (a) make representations, (b) answer questions or (c) give evidence relating to the business to be transacted.
- The Chairman has the right to say that any question or statement is inappropriate and will not be accepted.
- Neither Councillors nor the Clerk should be put under pressure to respond immediately to comments made under public participation. Members of the public do not have a right to force items onto the council agenda nor to insist on how matters are recorded in the minutes.
- A question raised by a member of the public during a public speaking session shall not require a response and there should be no debate or discussion between the Council and the public.
- A brief record of topics raised at public participation will be included in the minutes of that meeting. But libellous, offensive and discriminatory comments will not be minuted.
- If the issue is on the agenda then it will be discussed under the appropriate item. Members of the public are therefore requested to leave their contact details with the Clerk before leaving the Council meeting if they wish to receive a reply to their query.
- All persons present will act respectfully towards every other person present and will not act in a manner that demeans, insults, threatens or intimidates him or her. All statements, questions and responses, challenges to statements, complaints or criticisms must be made politely.
- All statements, questions and responses must be related to the facts of the matter and not be personal in nature. There should be no reference to personal views on any person.
- **Please note that offensive or threatening behaviour will not be tolerated. If a member of the public interrupts the proceedings of any meeting the Council reserves the right to curtail the contribution of that person and exclude a disorderly person.**

10. Dog Poo Bins

Need for another bin near to Dutton Gardens? Cost approximately £160 per bin including post.

11. Clerk's Financial Statement For August 2022 and Budget Review.

*To be circulated to councillors
prior to the meeting:*

*Financial Report August 2022
Budget Review August 2022*

12. Cheques/Payments for Approval

To be circulated to Councillors:

Full List of Payments for September 2022

13. Highways.

- Any repairs or maintenance needed.

14. Correspondence.

1. Memorial Bench

Hi there,

I wanted to enquire about the possibility of a memorial bench in the church yard. This year will mark my mothers 20 year anniversary so I felt it would be nice to mark the occasion in some way. Is this something I can purchase to have placed in the grave yard? If so, are there any regulations I need to adhere to?

Many thanks,

Katie Parker

15. Planning.

Nothing received yet!...

16. HR Committee Update

Confidential - This item will be closed to the public

End of Report