

Clerk's Report
Monday 2nd May 2023

2. Election of the Chairman and signing of the Declaration of Office.

3. Apologies for absence.

4. Declarations of Interest.

(a) Councillors to declare any disclosable pecuniary interest in any items on the agenda:

(b) Councillors to declare any other interest in any items on the agenda.

5. Election of Officers.

1. Election of Vice Chairman.
2. Cemetery Manager.
3. Playing Field Manager.
4. Reading Room Committee Representative.
5. Gransden Society Representative.
6. Sportsfield Association Representative.
7. Tree Warden.
8. Little Gransden Airfield Local Consultative Committee Representative and
Gliding Club Consultative Committee Representative.
9. Communications Officer.

6. Minutes - To approve the minutes of the Parish Council Meeting and the Annual Parish Meeting held on 3rd April 2023.

7. Open Forum

8. Matters Arising

8.1 Neighbourhood Plan

- **Hard copy of Plan** – Do councillors want individual copies as well?

Quote:

XL Circondare Ltd – 19/4/23

Job title: Great Gransden Parish Council Neighbourhood Plan.

Description: A4 227 pages divided into 7 sections

Material: 300 g/sm Silk Art - FSC

115 g/sm Silk Art - FSC

Pre-press: From Hi Res PDFs supplied, produce PDF Proofs

Plates: Digital Four Colour Process throughout

Finishing: Collated in sequence, Wirobound on Left Hand edge With Clear Acetate Covers Front & Back

Delivery: Customer Collection

Prices (subject to VAT, if applicable)

Quantity:

1 £48.00

10 £189.00

This Estimate is firm and valid for an order placed for delivery within 14 days of the above date.

- Parish Councillors' Workshop
- Planning Applications – Monitoring Chart – revise / agree?
- Working Groups & NP Monitoring – set -up?

8.2 Litter Bin – update (Councillor Pett)

8.3 Blocked Brook – update (Councillor Day)

8.4 Crown & Cushion – ACV - (Councillor Pett)

9. Playground

9.1 MUGA sound reduction

- backboard / signs / bolts.

18/4/23 – email from residents.

We would be grateful if they could make a formal decision – ideally before or during the May 2nd meeting - on proceeding with the remedial MUGA work, which seems to have got a little bogged down in the past few months.

(Please also see attachment to this email, forwarded to all councillors on 21/4/23).

The information below, is as given in Clerk's Report March and retained to aid the discussion at May 2nd GGPC meeting.

23/3/23 – from Zaun to ETC Sports

The "rubber" washers are EPDM as described below.

What is EPDM? Ethylene Propylene Diene Monomer (M-class), or EPDM, is a synthetic rubber that is extremely durable and used across a variety of applications.

22/3/23 from ETC Sports to GGPC

I have asked the question (about 'rubber' washers) from the fence manufacturer regarding what it is made from, but the fencing manufacturer was Zaun.

6/3/23 from ETC Sports

- a) Backboards – replace with sound reduction material – to include wording "DO NOT CLIMB OR HANG ON THE RING" **Sadly having spoken to the existing manufacturer, there isn't a possible backboard available that "reduces noise" and we are unable to retrofit other backboards.**
- b) Reduction of noise of fencing – fit rubber inserts on fence at both ends of the MUGA. **To provide labour to take down existing clamp bars that secure the mesh panels to the post, supply rubber inserts to go behind the panels and re-bolt. A mobile scaffold tower will be required for this – Goal Ends ONLY £780.00 + VAT / All of the MUGA £975.00 + VAT**

9.2 Public relations – update – (Councillor Pett / Councillor Ginn)

- Information given at the Welcome Event

10. Reading Room Cottage Water Supply – update (Councillor Pett)

11. Reading Room - Building Project (Councillor Davis)

20/4/23

.... "I have written in some detail to the Planning Department about the proposal to extend the Reading Room and have been advised to submit for pre-application advice." Regards A.C.

12. Welcome Event - for new residents to village Saturday 22nd April

- Report.

13. Jubilee Celebration

- 7th May event.
- 8th May – Volunteering Day – volunteering info.

14. Green Space Land North East of Mandene Gardens. S106 Agreement under planning application

17/01375/OUT. – (Councillor Pett)

21/4/23 – email from a resident

While I remember... I stuck my head through the gate of the Mandene Gdns park/play space at the weekend to find that someone has dumped some rubbish or something at the point where the area starts to narrow. Pic attached. I was on my way out when I spotted it, narrowly avoiding the pile of dog poop that was hiding in the long grass in there too.

Is there any news on what's going to happen with this area? Can we at least take the fence down so that it's easier to see down there? Children have rediscovered the rope tree swing that's there so some kind of visibility to the area would be a very good thing. Thanks.



15. RFO's Financial Statements:

To be circulated to councillors prior to the meeting:

Financial Report April 2023

Budget Review April 2023

16. Payments for Approval

To be circulated to Councillors:

Full List of Payments for May 2023

17. Purchase of new computer - RFO use.

25/4/23 – from RFO.

... "the RFO laptop is now almost unusable. The keyboard does not respond properly and it does not work at all unless plugged in; even then it has started shutting down randomly!

This Laptop has been on its way out for years – Cllrs are aware it is the original one purchased some time ago.

18. Review of cemetery charges, contribution towards churchyard maintenance and 'Roundabout' Costs.

- Fees for GG Cemetery as on website:
<https://greatgransdenpc.org.uk/wp-content/uploads/2022/08/GGPC-Cemetery-fees-April-2021.pdf>
- Contribution to churchyard maintenance: £?
- Contribution to 'Roundabout' costs: £?

19. Review of Risk Management Policy, asset check and risk assessments.

The three documents - Risk Management Policy and two Risk Assessment Proformas attached in email along with Clerk's Report / Agenda / last Minutes.

20. Review of Internal Control and Appointment of Internal Auditor.

21. Approval of the Annual Governance Statement 2021/22 – Section 1

22. Energy Contract (Councillor Pett)

23. Highways.

- **Any repairs or maintenance needed**
- **Playing Field – hand rail at Little Lane steps - (Councillor Pett)**
19/4/23

Sorry for delay. I have been occupied with pothole situation across the patch.

In terms of railings, unfortunately these would need requested through LHI or PFHI.

Please report the poor condition of the street name plate to the District Council.

Kind Regards Maciej, Local Highways Officer.

- **LHI bid, Meadow Road** – (Councillor Catmur)
Submission of bid in next round which will be Q3/4.

Bid prepared:

Population: 967

Budget: £2000

Non-complex

Speed limit change

Description

Lower the speed limit on Meadow Road approaching the village from the West, from the village boundary to the current 40mph boundary (500m), as: traffic levels will increase substantially during A428 construction; there are 8 driveway entrances within the zone; and there have been 3 accidents in the last 5 years.

Known safety issue

Data shows 2 'slight' (2021 and 2018) and 1 'serious' (2020) reported accidents over 5 years on this 500m of road. Clearly data captured does not record all minor accidents, so more 'slight' may have occurred. We believe that the accidents may be related to the 60mph speed limit, curved nature of the road (with a small hill) and the 8 driveway entrances on the section of road. It should be noted that there is no footpath, so residents who walk are required to walk on the road/verge.

Safety increase

A lower speed will help make entering and leaving the driveways easier. It will also benefit pedestrians walking along the road/verge and cyclists using this road (it is a popular cycle route).

Public health

At the moment residents tend to drive to the village, and lower limits will encourage them to walk/cycle to the village centre.

Local support

The Parish Council has had regular correspondence from residents asking for lower speed limits and a footpath on Meadow Road (see parish council minutes of March 2023 for the latest). Speed limits and lack of a footpath on this road are a regular item in parish council minutes. During preparation of the village NDP speeding was raised as the most significant item of concern. The Parish Council agreed to support this LHI bid at its meeting of 3/4/23.

Environment

The main benefit will be a positive reduction in vehicle speeds at the edge of the village and the resultant reduction in car usage by residents.

Where

<https://goo.gl/maps/nBMj9fFfGGGSVcky7> to <https://goo.gl/maps/6KRwCxxNXXKj8NDjv9>

- **Lamp – corner Sand Road / Mill Road.**
- **Rubbish dumping on road sides.**

24. Correspondence.

1. Lych gate - bottom bolt / cracked stone - (Councillor Day) 3/4/23 - report

The lych gate is OK. Underneath it, though, the restraining plate onto which it should latch has broken off.



2. Playground - hole top Little Lane steps – (Councillor Pett).

25. Planning Consultations:

1. Settlement Hierarchy Methodology – end date **10 May 2023**.

<https://consult.huntingdonshire.gov.uk/kse/event/37392>

2. Land Availability Assessment Methodology -end date **10 May 2023**.

<https://consult.huntingdonshire.gov.uk/kse/event/37390>

3. Call for Sites – end date **7 June 2023**.

<https://consult.huntingdonshire.gov.uk/kse/event/37393>

26. Planning Applications:

26.1 22/02382/FUL Construction 2no 2 bedroom maisonettes /Land At 16 Sand Road Great Gransden.

Revised Application.

Response required by 3/5/23.

26.2 REF. 23/00628/HHFUL Alteration to an existing garage roof, including dormer, rooflights, solar panels and ancillary development to create a hobby room/home office and an attached carport. 25 Fox Street Great Gransden Sandy SG19 3AA:

Response required by 4/5/23.

26.3 Planning enforcement case 20/00173/ENBOC - Land North East of Mandene Gardens, Great Gransden 11/4/23

I have recently joined the Planning Enforcement team and have been allocated this case for breach of condition 21 – traffic management and working hours, at Land North East of Mandene Gardens.

I have reviewed the case and can see that application 22/00879/S73 for 'Variation of condition C20 (off site works as per plan prior to commencement) for 17/01375/OUT to reconcile the approved planning drawings pursuant to condition 20 with the associated completed off-site Section 278 works' was approved by Committee in September 2022, with the decision issued 3th October 2022.

As this application was approved the breach is regularised and the case will be closed.

If you have any queries or the situation changes in anyway then please do not hesitate to contact planning.enforcement@huntingdonshire.gov.uk

Kind regards, Lauren Todd, Planning Enforcement Officer, HDC.

26.4 Application Number: 22/01631/PIP - Refusal of Permission in Principle - Proposal: Permission in principle for residential development containing up to eight dwellings (rural exceptions housing) Site address: Land West Of 35 To 41 West Street Great Gransden

27. HR Committee Update – (see separate Clerk's Report for this agenda item).

Confidential - This item will be closed to the public.

28. Date of Next Meeting: Tuesday May 2nd 2023 which will commence at 7.30pm.

End of Report