

Clerk's Report
Monday 3rd June 2024

1. Silent prayer.

2. Apologies for absence:

Councillors Stephen Ferguson (CCC), Paul Greenland, **Michael Capps, Chris Bane and Nick Ginn.**

3. 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.

4. Minutes - To approve the minutes of the Parish Council Meeting held on 13th May 2024.

5. Open Forum.

6. Matters Arising.

6.1 Tree management – update - Councillor Capps.

6.2 Churchyard management – mowing.

6.3 Reading Room car park – Councillor Capps.

6.4 Reasonable bus service for Great Gransden.

7. RoSPA Play Safety Inspection Reports – information forwarded to councillors.

8. RFO's Financial Statements and Budget Review:

Financial Reports May 2024.

Budget Review May 2024.

9. Payments for Approval

To be circulated to Councillors:

Full List of Payments for June 2024

10. Parish Council Insurances for 2024/25. To consider the renewal premiums and sums assured:

Clear Councils (formerly known as BHIB Councils) – renewal -1/6/2024. This insurance covers public liability / employer's liability / the Reading Room including the thatch / amongst other points. Information provided to councillors.

11. Review of cemetery charges and contributions towards churchyard maintenance, chapel grounds maintenance and the Roundabout newsletter costs.

Cemetery Charges: are publicised on the GGPC website - <https://greatgransdenpc.org.uk/wp-content/uploads/2022/08/GGPC-Cemetery-fees-April-2021.pdf>. These were reapproved in May 2023.

Contributions to village activities 2023/24:

GGPCC	PC Annual Contribution	£1600.00
Old Chapel Graveyard	PC Annual Contribution	£130.00
Roundabout	PC Annual Contribution	£140.00

12. Banking arrangements – with reference to online payments.

13. Asset Check - Inspection of the Parish Council's assets.

14. Review of Risk Plan and Risk Assessments.

List of Documents:

GGPC Risk Plan v2_6 – Feb 2024.

Risk Management List

Mill Weir Risk Assessment

Risk Assessment Ponds & Lakes – proforma.

15. Policies / Standing Orders / Code of Conduct / Financial Regulations – annual review.

List of Documents:

Code of Conduct
Financial Regulations
Risk Management 2023
Standing Orders
Archiving Policy
Complaints Procedure
Data Protection Policy
Disciplinary Policy
Equal Opportunities Policy
Grievance Policy
Health & Safety Policy
Maternity Leave and Pay Policy
MUGA Commercial Use Policy
Publications Scheme – Model
Safeguarding Policy

16. Highways & Rights of Way

- **Any repairs or maintenance needed:**

29/5/24 Crow Tree Street footpath.

From a resident

I am writing regarding the footpath alongside Crow Tree Street. The hedge beside the footpath at the top end near the roundabout, which belongs to Porch House, 1 Middle Street, Great Gransden, SG19 3AD, is now so overgrown that the path is becoming almost impassable (see photos attached).



31/5/24 Crow Tree Street footpath.

From a second resident.

I walk the footpath alongside Crowtree Street nearly every morning and it is getting very overgrown. I was hoping you could arrange for the hedging and general vegetation to be cut back.

31/5/24 Church Street footpath.

From another resident

[overgrown] pavement on Church Street this morning. This is on a blind bend forcing people to walk in the road.



- **Street light PC12 repair and other similar lights.**
28/5/24 Samuel Moore, Operations Supervisor, Balfour Beatty
“...best to look at [the lamp-posts] one at a time, [so] we can assess the condition of each lamppost if they fail and also to see if it still complies to the regulations and is safe.

16/5/24 Samuel Moore, Operations Supervisor, Balfour Beatty
We have been to repair one of your streetlights but unfortunately, we can now not get the parts for the repair as these are obsolete.
How would you like to proceed with the matter?
We can certainly quote for a lantern upgrade if required.
- **LHI bid – Caxton Road.**
Hunts Cambridgeshire Local Highway Improvement Panel meeting for Complex applications will be assessing the LHI applications on Thursday 27th June 2024. **Parish Councillor James Catmur is attending the meeting.definitely]**
- **A428 Social Value Fund bid:**
- **Sportsfield car park** – Councillor Catmur.
- **Waresley Road flooding - update.**
28/5/24 **Drainage Team, Highways, CCC.**
“.... its all good just a typo on my side it is [definitely] Waresley road Great Gransden.”
23/5/24 **Drainage Team, Highways, CCC.**
Granden road Wareley
TTRO has been applied for works to commence week of 20th August 24
Order has been raised to clean all gullies jet trace and system
Grips to be cut full length this is on the 24/25 grip programme.
- **Sand Road junction – CCC drainage survey – update.**
23/5/24 Drainage Team, Highways, CCC.
Mill road, Sand Road, east road
Investigation jetting cctv works were completed on 22/4/24
If any works are required, an order will be raised to carry out repairs.
- **Industrial estate sign on roundabout -update.**
23/5/24 Highways, CCC.
We are pleased to let you know that as part of our planned maintenance programme, we will be carrying out work to address this issue this financial year. At this stage we cannot provide any further timescales or specific dates for this work to be carried out.
- **Harwicke Road – dangerous pothole.**
27/5/24 Councillor Capps
I have reported a dangerous pothole that has developed in Hardwicke Road due perhaps to animals tunnelling beneath. The surface has collapsed leaving a deep hole dodgy for pedestrians and cyclists but dangerous for horseriders.

17. Correspondence

17.1 Bowls Club event and car parking 18th July.

7/5/24 **Secretary, Gransden Bowls & Croquet Club**

We are writing to seek the Parish Council's approval to park some cars on the grass strip leading to the Playing Field behind the Reading Room on Thursday the 18th July 2024.

On the afternoon on the 18th July the Gransden Bowls & Croquet Club have invited the Cambridgeshire Area of The Riley Register to a social event at the Club House. The invitation will also be extended to individuals in Great Gransden and neighbouring villages who also own old cars. Refreshments will be provided and guests will have the opportunity to play croquet. We are hoping that the event will help to raise much needed funds to support the development of the Gransden Bowls & Croquet Club.

We anticipate that around 20 or more old cars will attend, so the car park behind the Reading Room may be insufficient. If this is the case, please may cars be parked on the strip of grass to the west of the Muga that leads to the Playing Field? People would be asked to park alongside

the hedge, not next to the Muga fence, and we will ensure there is adequate emergency access to the Playing Field.

17.2 Post-graduate Neighbourhood Planning research enquiry.

21/5/24 Cambridge University student.

I am investigating how Neighbourhood Planning is being used as a tool to empower communities in Cambridgeshire. As part of this research, I am interviewing a range of people involved in Neighbourhood Planning to get an understanding of the considerations which go into the plans. I would be extremely grateful if you could put me in contact with a council member or individual who may be able to spare time for a brief interview discussing their experiences, perspectives, and insights on implementing the Great Gransden Neighbourhood Plan. I understand that this is perhaps an unusual request, but your help would be immensely valuable to my dissertation research. Additionally, I would also love to attend a planning committee meeting if possible, just to get a better understanding of how they work. If there is any opportunity to get some sort of insight within the next few weeks I would be highly appreciative.

17.3 Huntingdonshire Futures Place Strategy.

15/5/24 Cllr Catmur.

From today local organisations in Huntingdonshire are now able to apply for grants of up to £2,500 that align with the Huntingdonshire Futures Place Strategy.

This could include funding for events and activities that promote physical and mental health, environmental conservation, and celebrate our heritage. Find out more: <https://www.huntingdonshire.gov.uk/news/>

18. Planning Applications - none.

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

Confidential - In line with the legislation below, this item will be closed to the public.*

20. Date of Next Parish Council Meeting: Monday 1st July 2024 which will commence at 7.30pm. To include the election of officers / review of policies, risk assessments, fees & charges.

**Public Bodies (Admission to Meetings) Act 1960*

(2) A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.'

End of Report