**TILBROOK PARISH COUNCIL**

**MINUTES** of the Council meeting held on Wednesday 30 November 2016 in the Village Hall, Church Lane, Tilbrook, commencing at 2000 hours.

**PRESENT** Councillors C Paull (in the Chair); Mrs J Pilcher; K Gutteridge and Mrs C Rowland.

**IN ATTENDANCE** District Councillor J Gray; C L Thatcher Clerk to the Council and PCSO R Braddick.

**70/16 APOLOGIES** were received from Councillor C Haynes and County Councillor P Downes.

**71/16 PUBLIC FORUM** was not used.

**72/16 DECLARATIONS OF INTERESTS.** None were made.

**73/16 COUNTY COUNCILLOR** was unable to be present.

**74/16 MINUTES** of the Council meeting held on 19 October 2016 were read, approved and signed as a true record of that meeting.

**75/16 PCSO RICHARD BRADDICK** was welcomed by the Chairman and invited to speak. He said that he had recently transferred to Cambridgeshire from North Yorkshire, where he had been a PCSO for seven years.

He is aware of the problems faced locally; the recent burglaries and the speed of traffic and he hopes that his duties will allow him to spend time in this area and to get to know local people.

He provided his email address, [Richard.Braddick@cambs.pnn.police.uk](mailto:Richrd.Braddick@cambs.pnn.police.uk) and his mobile ‘phone number, 07921 094801 and invited people to contact him with any ‘information which might be of interest’, but reminded everyone that calls for police service should be made as usual to 101 or 999.

*PCSO Braddick left the meeting.*

**76/16 MATTERS ARISING FROM THE MINUTES.**

The Clerk said that the website was very nearly ready to go live, he had just a few more items to load onto it. He also said that Councillor Gutteridge had very kindly offered to bring a projector along to meetings when there were planning applications to be studied, but he thought that, having been given a grant to purchase a scanner, we should nevertheless do so as it will be a useful asset to the Council and a benefit to the Clerk.

Councillor Mrs Rowland asked about minute 68/16 and to which property it referred. The Clerk confirmed that it related to 13 Station Rd and that as yet he had had no reply from the Planning Officer.

**77/16 PLANNING MATTERS**

There are no applications to consider this month.

**78/16 RISK ASSESSMENT**

The Chairman said that a risk assessment of matters facing the Parish Council, particularly financial matters, was required before the end of March. The Clerk will provide one.

**79/16 POLICIES**

The Clerk said that even though we are a small Parish Council, we should still have in place policies to cover possible eventualities. He had circulated suggested policies for

Standing Orders

Complaints

Conflicts of Interest

Equal Opportunities

Freedom of Information

Disciplinary Procedures

Grievance Procedures

and it was agreed to adopt these policies.

**80/16 CORRESPONDENCE**

(i) Cambridgeshire County Council advice that the meetings at which LHI bids will be considered will be held on both 11 and 16 January 2017 and we will be advised nearer the date of times when our spokesperson can attend. None present were able to go and speak to our bid for funding for reactive signs in the High St and it was suggested that Councillor Haynes be asked if he could attend.

(ii) Brochure from Vicky Ford, MEP,providing contact details.

(iii) Local Govt. Boundary Commission - final recommendations re electoral review of Huntingdonshire.

**81/16 BUDGET 2017/2018**

The Clerk presented a paper showing actual and anticipated expenditure this financial year, together with his projections for 2017/2018. He pointed out that he had allowed an additional £1200 so that, should he give up the Clerk’s job, the Council would have sufficient money in the budget to pay the correct rate for the job. Not only is the present hourly rate below recommended, but so are the number of paid hours, currently being 7 per month when the nationally recommended minimum is 4 per week.

He pointed out that he was not seeking a rise for himself, but he did think that the Council, as a responsible employer, should pay the proper rate for the job.

The Chairman proposed that this not be included in the budget and consideration be left until the post becomes vacant. This was agreed.

The Clerk also suggested that an increase in precept was appropriate to enable money to be accumulated and spent on, for example, reactive signs in the High St should we not be successful in our bid to the County Council for funding. The Chairman said that, should the County Council not be prepared to fund signs, then he would not consider paying some £6000 for them.

It was therefore agreed to amend the budget projection by the reduction of the money allowed for Clerk’s salary to the present £775 p.a.and not to increase the precept to provide for future works/purchases.

**82/16 PRECEPT 2017/2018**

It was agreed that the precept for the year 2017/2018 should remain as at present, £3400.00.

**83/16 ACCOUNTS**

The following were approved for payment -

CGM Ltd Grass cutting £424.80 inc VAT

Mrs S Moran Litter bin empty & removal £100.00 no “

E-ON Streetlight energy £47.19 inc “

K & M Lighting Streetlight maintenance £22.78 “ “

C L Thatcher Pay 3 months Oct,Nov,Dec £155.15 no “

C L Thatcher Purchase of scanner/printer £206.07 inc “

HMRC PAYE/NIC £38.80 no “

Vision ICT Ltd Training on new website £90.00 inc “

Keyston Tree Services Tree pruning playing field £180.00 no “

**84/16 DISTRICT COUNCILLOR**

Councillor Gray said that the decision had been made regarding the directly-elected Mayor and mayoral elections would take place next May. In return, government has promised devolution of the administration of housing and transport plus additional funding of £20m p.a.for the next 30 years.

He also said that the Local Plan was moving forward, but only very slowly. A major problem is the provision of affordable housing, with one developer who is due to provide 40% affordable homes in his development now saying that he will only be able to provide 3%.

**85/16 MEMBERS’ POINTS OF INFORMATION**

Nothing was raised.

**86/16 NEXT MEETING**

The calendar of meetings for the coming year was agreed as being

18 January 2017

22 March 2017

10 May 2017 (and this will be the Annual Meeting, preceded by the Annual Parish

Meeting)

5 July 2017

6 September 2017

18 October 2017

29 November 2017

And accordingly the next meeting will be held on Wednesday 18 January 2017 in the Village Hall, Church Lane, Tilbrook, commencing at 8 pm.

There being no further business, the meeting closed at 2135 hours.