

*SUBJECT TO APPROVAL*  
**GLINTON PARISH COUNCIL**

**PARISH COUNCIL MEETING**

held on Tuesday 18<sup>th</sup> September, 2018  
at the Village Hall, High St.

**Present:** Councillors; D Batty, J Bell, Mrs C Bysshe, J Holdich, OBE (Chairman), R W Johnson, G Kirt, D Lane, R Randall, P Skinner, E Spendelow, CJ Wilde and Mr JV Haste (Clerk). Also present 2 members of the public was in attendance.

**MINUTES**

**65 APOLOGIES FOR ABSENCE – None (All Present)**

**66 MEMBERS DECLARATION OF INTERESTS –**

- a. Cllr. Johnson declared an interest in Planning item regarding Mouse Cottage – Next Door Neighbour

**67 PUBLIC PARTICIPATION –**

- a. Mr Cowcill raised 3 issues. He pointed out that the city council waste strategy was out for consultation until the end of October and requested that it be on the October agenda. The chairman responded that the parish council would be consulted when a planning application was made and that consideration in October would be premature
- b. He referred to the agenda item on parking restriction parish council and considered the present arrangements to be dangerous in particular in the High Street by the church. He suggested that the organisation which produce the need for high volumes of parking should contribute to the solution
- c. He further considered the footpath/ cycleway to the north of Glinton required attention as it was severely overgrown forcing cyclist on to the road.
- d. Mr R W Johnson, addressed the meeting as a resident of North Fen Road, & neighbour referred to the planning application for Mouse cottage, and outlined his observations on the revised application. He expressed the view that the revised application did not address the concerns he had previously raised. Mr Johnson stated that he had also sent his observations to the planning department of the City Council.
- e. Cllr Kirt questioned the policies on the conduct of meetings, in particular the open forum, and asked for an item on the October agenda so that the matter could be discussed

**68 MINUTES OF MEETINGS** dated 21<sup>st</sup> August 2018, **RESOLVED** to approve the minutes of that meeting and they were duly signed by the chairman.

Proposed Councillor Johnson Seconded Councillor Batty.

**69 MATTERS ARISING FROM PREVIOUS MINUTES** (*info only*) –

- a. Councillor Randall referred to the minutes regarding the withdrawn planning application and the tree works application for 14 Rectory Lane. In his opinion there was a case for planning application being required for the intended use of the property. He produced documents relating to cases elsewhere in the UK, and planning inspector's rulings. It was agreed that these would be referred to the planning department.

Chairman to arrange a meeting with PCC planners

**70 PLANNING –**

- a. We noted the update on the current status of planning applications, validated or decided since the last meeting, which had been circulated with the agenda papers

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Councillor Johnson had declared an interest in the following item and took no part in the discussion on that item.

- b. [18/01129/HHFUL](#) – Mouse Cottage, 1 North Fen Road - Demolition of existing double garage and utility room, erection of two storey extension to east elevation, erection of double timber car port and store to front, extension to north elevation of barn. Documents and plans relating to the revision to this application had been circulated to the Planning Working Group (PWG) prior to the meeting. In the opinion of the planning working group the revisions had not addressed the concerns of the parish council. We noted the revised opinion of officers and instructed the clerk to write to planning to reaffirm our concerns, documented in the minutes of the previous meeting and notified to the city council planning department. We furthermore asked that if the officers were minded to approve the revised application then the matter should be referred to the Planning and Environmental Protection committee, at which the parish council views would be conveyed to planning committee members. Clerk to notify planning
- c. [18/01548/CTR](#) – 29-31 High Street, Remove Conifer Hedge. Parish council has no objections to removal of the hedge to allow access to existing garages. Clerk to notify planning
- d. [18/01531/HHFUL](#) – 9 Dovecote Way – erection of garden wall and gates – Parish council considered that the application before them was an improvement over the earlier application and that the proposed wall and gates were much more in keeping with the rural nature of the site. Parish council therefore has no objections to these proposed works
- 71 FINANCE** – To note the report of the external auditor – We noted that the external auditor had approved the Annual Governance and Accountability Return (AGAR), except for a comment that the RFO signature on the accounting statement had been dated on the date the form had been completed instead of being dated when the accounting statement had been presented to the parish council. We noted that the notice of conclusion of audit had to be published by the 30<sup>th</sup> September. Clerk & RFO to publish on the website
- 72 GDPR** – We considered the detailed document on the services offered by CAPALC exclusively to affiliated parish councils. The additional fee for services would be set at £50, for which CAPALC had contracted with a company to provide support and guidance in the implementation of GDPR and the production of suitable policies and documents required for compliance with the legislative requirements. We unanimously resolved to sign up to this service. Clerk to notify CAPALC
- 73 PARKING RESTRICTIONS /TRAFFIC** -- We considered our policies on traffic management, the dual issues of parking and the volume of traffic associated with commuting to and from Peterborough exacerbated by the volume of traffic generated in association with start and finish times of schools in the village. We agreed that there was a safety issue associated with the schools, particularly in Rectory Lane. A number of suggestions were made by councillors and we agreed to put these to a traffic management officer and to seek their advice in finding solutions to minimise the risks and amenity impact on the village. Chairman to arrange a meeting with PCC officers
- 74 VILLAGE HALL** – The clerk presented a report on progress on asset transfer with particular reference to a proposed roof survey and the city council promise of a letter of intent to carry out the remaining item of repair. We resolved to drop the requirement for a roof survey as it was unlikely to prove conclusive and may not even be in the interests of the parish council;. We also agree that a letter of intent covering the remaining repair work would be acceptable and instructed the clerk to inform both the city council and the solicitor acting on our behalf. We were also made aware Clerk to Liaise with PCC, Solicitor and GCA Chairman

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of the community association (GCA) intention to redecorate the premises during the half term week. We were reminded that we had included £3000 in our budget for village hall maintenance and agreed to offer to let the painting contract subject to GCA agreement and them having sought 3 tenders.

- 75 **BEECH ROAD / ELM CRESCENT** we noted the different views of residents regarding the presence of the “No Ball Games” sign and agreed that the green was not an ideal location for ball games and that the sign should remain in existence.
- 76 **WW1 COMMEMORATION** - Cllr Skinner advised us that the maroon firing to commemorate the centenary of the last of those on our roll of honour who fell in the 1st World war would take place on 24th September. It was hoped that relatives would be in attendance. There will be a further Maroon fired on Armistice day. As a final commemoration the parish council would present a copy of the Roll of Honour to be placed in the primary school. We were advised that the remaining funds that were raised by public subscription may fall short by approximately £40 and agreed that the shortfall would be met from the parish council contingency budget.
- 77 **REPORTS STANDING ITEMS** – there were no items to report. Cllr. Mrs Bysse had attended a Clare Lodge meeting earlier in the day and this would be reported to the next meeting along with an update on the neighbourhood plan
- 78 **HIGHWAYS**
- a. **LED Lighting upgrade** - Cllr Johnson asked that the replacement lighting should conform with the village design statement. Cllr Holdich responded that he had written to the relevant team requesting black columns in keeping with the area
  - b. We noted that wooden posts had been erected in North Fen Road and on the Green behind the church and requested the same for Rectory Lane to protect the verge and possibly improve safety.

Clerk to put both items on the next agenda

Clerk to notify Highways

Meeting closed at 8.55pm

The next scheduled meeting is to be held on Tuesday 16<sup>th</sup> October, 2018.



Clerk/Proper Officer

24<sup>th</sup> September 2018

Chairman

Dated: 16<sup>th</sup> October

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