

**GULDEN MORDEN PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Monday 18 January 2021 at 7.30 pm**  
**Held remotely via Zoom due to the current pandemic**

Present: Cllrs: B Holme (Chairman), G Harper, J Davis-Roach, K Lock, N Buckland, G Dellar, and N Baxter.

In attendance: 2 members of the public, District Cllr Heather Williams (part of the meeting), County Cllr Sebastian Kindersley (part of the meeting) and Mrs Gail Stoehr (Clerk).

**Comments and observations from members of the public and from the County and District Councillors**

A resident urged the village to help with coronavirus vaccination awareness and ways to get to vaccination centres.

Cllr Davis-Roach arrived at 7.34 pm.

The Parish Council will put information about the Royston and District Community Transport Dial-a-Ride bus on the website and in Gamut; Cllr Davis-Roach to arrange.

**1. To receive apologies for absence, declarations of interest and applications for co-option**

1.1 To receive written apologies and reasons for absence

Apologies were received from Cllr Chapman (unwell) and for lateness from Cllr Buckland (trying to log on).

1.2 To receive declarations of interests from councillors on items on the agenda

Cllr Baxter declared a pecuniary interest in item 7.1.1 as the applicant.

1.3 To receive written requests for dispensation for disclosable pecuniary interests (if any) and to grant any requests as appropriate

None.

1.4 To consider applications for co-option if received or how to fill any vacancies

This item is to be removed from the agenda.

**2. To approve the minutes of the November meeting**

RESOLVED that the minutes of the meeting of 16 November be approved and signed by the Chairman after deleting the words "Cllr Harper is to arrange" from item 9. <sup>(Prop JD-R, 2nd GH, unanimous)</sup>

**3. Matters arising from last or previous meetings carried forward for discussion/decision**

3.1 (Open) To consider Herts CC putting tags on bus stops and whether the Parish Council is willing to fund repairs or replacements in future

RESOLVED to write to County Cllr Kindersley to seek more information and details of the costs.

3.2 (3.1) To consider recommendation on replacement tree for the Recreation Ground

Cllr Dellar offered a sapling oak he grew from seed.

RESOLVED to wait until the spring to see whether the existing tree comes into leaf and to defer this item to the May meeting.

3.3 (5.3) To consider the Parish Council's contribution for the electricity charges for the defibrillator

RESOLVED that the invoice received for £43 per annum for the last three years be paid.

3.4 (5.4) Village Hall survey and contribution to costs report

Cllrs Lock and Harper reported that no money had been spent and there might be no need for expenditure as the reports that the Village Hall Committee wished to commission had already been done when the new Village Hall was being looked into. RESOLVED that Cllr Chapman and the Village Hall Committee should report to the Parish Council as to the previous survey.

3.5 (9) To consider whether the Parish Council should enter into a Neighbourhood Plan with Steeple Morden

In response to District Cllr Williams's suggestion, RESOLVED to write to Steeple Morden Parish Council to enquire whether the arrangements for the Plan had already started and how it might operate and be funded.

**4. Financial, procedural and risk assessment matters**

4.1 To receive the financial report and approve the payment of bills

RESOLVED that the financial report be received and considered, and that the payments as listed in the financial report (below) should be paid, plus RPM (Cableway) £300.00 and Opus (Street lights DD) £6.53. (Prop GH, 2nd JD-R, unanimous)

|   |          |
|---|----------|
| Salaries  | £358.40  |
| Buchans (Grass cutting)                                 | £1019.58 |
| John Cobb (Village Hall car park)                       | £5490.00 |
| PKF Littlejohn (External audit)                         | £360.00  |
| Guilden Morden Village Hall (Defibrillator electricity) | £129.00  |
| M Chapman (London Bridge expenses)                      | £58.50   |
| LGS Services (Admin support Nov)                        | £825.17  |
| LGS Services (Admin support Dec)                        | £817.07  |
| Information Commissioner (Data protection fee) (DD)     | £35.00   |

Credits, including investment interest, allotment rents and cemetery fees, were noted.

4.2 Risk assessments including play inspections

RESOLVED noting that Cllr Dellar had undertaken several inspections, that no actions were required regarding play equipment or trees.

On a proposition by the Chairman, the order of business was varied to take item 6.4 and 5.1 together at this point.

6.4 Resident – request that the Parish Council formally recognises the hard work of Trevor Osborne and Charles Paget-Wilkes in preparing to plant the Community Orchard and that a plaque be erected with the planting of the first tree

5.1 Proposal that the Parish Council considers the ongoing upkeep of the Community Orchard including request for approval of installation and locations of signage, layout plans and of two benches and also the request that the grass cutting contract for the orchard area be cut only in early July and late August

Cllr Buckland arrived during this item at 8.17 pm.

On a proposition by the Chairman, the meeting was briefly adjourned to enable Charles Paget-Wilkes to explain the funding for the orchard, its sponsorship and how it would be maintained at no cost to the Council. Its income and expenditure are run and will continue to be run independently of the Parish Council by the group which is known as Friends of Guilden Morden Orchard. Mr Paget-Wilkes holds the money and makes purchases. The meeting resumed at 8.20 pm.

RESOLVED having reviewed the outstanding formalities with both Ely Diocesan Board of Finance and Carter Jonas to write to Carter Jonas as the Diocese agents to inform them that the Parish Council wishes to continue with the current lease arrangements and has no desire to split the orchard area into a separate lease.

RESOLVED, having considered the written report from Charles Paget-Wilkes and Trevor Osborne that the Guilden Morden Community Orchard's Honorary Orchard Keepers had the Parish Council's permission to continue managing and maintain the orchard and any signs or benches they install on the Parish Council's land. (Prop BH, 2nd GH, unanimous)

RESOLVED that the Parish Council would continue to be responsible for cutting the grass in the orchard and would seek quotations from Buchans and Steve Scott for two cuts per annum; in early July and late August.

RESOLVED that the Guilden Morden Community Orchard's Honorary Orchard Keepers should report annually to the Annual Parish Meeting in the same way as Village Charities already do.

RESOLVED having noted that the Higher Level Stewardship had ended to agree to the Townlands Charity making an application to Natural England for The Craft excluding the orchard. It was noted that annual income would be lower than previously and that there had been no receipts from the Rural Payments Agency in 2020 but it was hoped to receive this in 2021 as a late payment. (Prop GH, 2nd GD, unanimous)

4.3 To note actions taken under Clerk's delegated powers

None.

4.4 To review the budget FY2021 and consider arrangements for any outstanding projects

RESOLVED to earmark funds the following funds at the financial year end (FYE) Advertising, Verges, Bus shelters, bins etc budget, Room hire, Grasscutting, Trees, New Village Hall, Highway Project

On a proposition by the Chairman, items 5.2 and 5.3 were taken at this point.

5.2 Proposal that the Parish Council reviews the defibrillator provision in the village and considers whether to install a second defibrillator and considers the grant funding available

RESOLVED that the First Responders be asked to report to the March meeting.

5.3 Proposal that the Parish Council considers defibrillator training and whether a volunteer group should be set up

RESOLVED that Cllr Harper should place an article in Gamut regarding training and once Covid is over, to look into hiring the Village Hall and arranging training.

4.4 (Continued)

RESOLVED that the balance of Operation London Bridge and also the notice board funds be released to General Reserves at the year end.

RESOLVED a review of the allotment rents from Michaelmas 2022 and Parish Paths Partnership (P3) are to be agenda items for the next meeting.

The reserves were reviewed.

4.5 To consider and approve the budget for FY2023

Cllr Harper declared an interest in the Mobile Warden Scheme budget.

RESOLVED to include £1000 in S137 budget rather than allocate it to anything specific at this time.

RESOLVED to include in the budget all other items as discussed. These were entered by the Clerk at the meeting using screen sharing so they were visible to all.

RESOLVED that the budget be approved. (Prop GH, 2nd KL, unanimous)

4.6 To set and demand the precept for FY2022

RESOLVED to set the precept at £34,123 as this is the amount required by the Parish Council to balance its budget for FY22. (Prop GH, 2nd GD, unanimous)

4.7 Cemetery fees review

RESOLVED to note that the interment fees were annually updated in line with the Church of England's fees but that the other fees had not been reviewed for a while.

RESOLVED to defer this item to the next meeting so that Cllr Dellar could compare with other Councils.

4.0.8 PKF Littlejohn – conclusion of External Audit

RESOLVED to note the External Auditor's report that in their opinion the information in Section 1 and 2 of the AGAR is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

**5. Members, Working Groups items for discussion and decision**

5.1 Proposal that the Parish Council considers the ongoing upkeep of the Community Orchard including request for approval of installation and locations of signage, layout plans and of two benches and also the request that the grass cutting contract for the orchard area be cut only in early July and late August

Taken earlier.

5.2 Proposal that the Parish Council reviews the defibrillator provision in the village and considers whether to install a second defibrillator and considers the grant funding available

Taken earlier.

5.3 Proposal that the Parish Council considers defibrillator training and whether a volunteer group should be set up

Taken earlier.

5.4 Proposal that the Parish Council considers funding opportunity for cycling facilities

RESOLVED to defer this item to the next meeting to enable Cllr Buckland to report.

5.5 Climate Change report and to consider if any action is necessary

RESOLVED in response to the invitation from Bassingbourn Parish Council, noting that CCC had declared a Climate Emergency and was holding Zoom meetings, that Cllr Buckland be appointed to attend and report back to the Parish Council. (Prop NB, 2nd GH, unanimous)

5.6 Proposal the Parish Council considers preventing unauthorised cars from driving on the recreation ground, which has recently been churned up

RESOLVED having considered a complaint that people were driving to Guilden Morden and parking on the Recreation Ground car park for exercising, to take no action for the time being but Cllr Dellar should monitor the situation and if the Covid position worsens, the Council will reconsider.

RESOLVED that Cllr Dellar should respond to the complainant.

**6. To consider correspondence/communications received**

6.1 Resident suggestion that a 6x3m grass replacement area to increase biodiversity and reduce the carbon footprint and hopefully time in maintaining the churchyard, be trialled in the churchyard

RESOLVED having noted that there was already some bare soil in the churchyard that an agenda item for the next meeting should be to discuss whether the Parish Council should be re-wilding verges and hedgerows for biodiversity and climate change instead of in the churchyard.

6.2 Resident – Churchyard grass cutting arrangements

RESOLVED to ask Charles Paget-Wilkes whether he can recommend anyone to take over the role and to defer this item to the next meeting.

RESOLVED to write formally to Charles Paget-Wilkes to thank him for all his work in the past.

6.3 Guilden Morden Football Club – grass cutting of the Recreation Ground

RESOLVED that Cllr Dellar should discuss the matter with Buchans and to write to the resident that the Parish Council will continue to monitor.

6.4 Resident – request that the Parish Council formally recognises the hard work of Trevor Osborne and Charles Paget-Wilkes in preparing to plant the Community Orchard and that a plaque be erected with the planting of the first tree

RESOLVED to formally recognise Trevor Osborne and Charles Paget-Wilkes by formally writing to them, and that Cllr Davis-Roach should place an article in Gamut and on the website for all the village to see.

6.5 Community Football and Sports Grounds enquiry regarding potential sale of playing fields

RESOLVED as there is no land for sale, to make no response unless pressed. (Prop KL, 2nd GD, unanimous)

6.0.6 Anthony Browne MP – seek clarification of the Parish Council’s view on East West Rail and the CamBedRailRoad route

RESOLVED to respond that the Parish Council and other local councils are in favour of the northern route going into Cambridge from the north rather than from the south.

6.0.7 CCC – Temporary Traffic Regulation Order for Potton Road

RESOLVED that the Parish Council has no objections. Cllr Davis-Roach is to place the information on the website and in Gamut.

6.0.8 Herts County Council – closure of Wrestlingworth Road

RESOLVED that Cllr Davis-Roach should also place information on the website and in Gamut.

**7. To consider planning and tree works applications and decision notices received since the last meeting**

7.1 Planning applications received

7.1.1 20/04693/HFUL – 6 Silver Street – Two storey rear and single storey side extension with alterations and refurbishment to existing dwelling

Cllr Baxter, having previously declared an interest in this item, left the meeting at 10.22 pm.

RESOLVED that the Parish Council supports the application. (Prop KL, 2nd GD, unanimous)

Cllr Baxter re-joined the meeting at 10.24 pm.

7.1.2 20/04834/FUL – 1 New Road – Erection of two dwellings (1x 2 bed bungalow and 1x 3 bed house) and associated works

RESOLVED to object to the application as there are too many houses on the plot, there is inadequate parking; parking on New Road is dangerous as it is close to the junction and many cars already park on the road by this junction; the application will alter the street scene negatively. (Prop KL, 2nd JD-R, unanimous)

7.1.3 S/1744/19/CONDA – Barn 1, Rectory Farm, New Road – Submission of details required by Conditions 6 (Biodiversity enhancement) and 7 (Ecological measures) of prior approval S/1744/19/PA

Noted.

7.1.4 S/3030/19/CONDA – Barn 2, Rectory Farm, New Road – Submission of details required by Conditions 2 (Ecology) of prior approval S/3030/19/PA

Noted.

7.2 SCDC Decisions and appeal notifications

- 7.2.1 20/01278/NMA1 – 42 Dubbs Knoll Road – Non-material amendment of planning permission 20/01278/HFUL for substitution of first floor window in the rear elevation in favour of a new velux conservation roof light in the lean-to roof – Permission refused.
- 7.2.2 20/03800/FUL – 43 Fox Hill Road – Demolition of existing bungalow and erectino of 2x eco-friendly 1.5 storey 3 bed dwellings (re-submission of 20/01585/FUL – Permission granted.
- 7.2.3 20/02426/HFUL – Hooks Mill, Potton Road – Single storey rear extension to replace existing single storey structure – Permission granted.
- 7.2.4 20/02427/LBC – As above, listed building consent – Permission granted.
- 7.2.5 20/02491/PRI06A – Hooks Mill, Potton Road – Prior notification for the erection of an agricultural building – Deemed consent – prior approval.
- 7.2.6 S/1280/19/LB – (Adj) 53 High Street – Internal and external works as detailed in the submitted specification and schedule of works including re-thatching, new and replacement footings, repair and reconstruction of brick plinth, replacement of timber frame, re-wiring and re-cladding – Permission granted.

7.3 Tree works applications

7.3.1 20/2347/TTCA – Guilden Morden CofE Primary School, Pound Green

Noted that this had already been determined by SCDC.

RESOLVED to note that SCDC were trialling for six months categorising tree works applications as “Major” or “Minor;” if major, SCDC will visit.

District Cllr Williams reported and undertook to forward her written report. This covered:

- The Planning Advisory Service report to Committee. The report had been good but the length of meetings was too long. Nine recommendations had been made, including regarding lack of trust, which will now be looked at by the Cabinet.
- Thakeham’s proposals for 25,000 houses on the other side of Bassingbourn. A submission was expected around Easter time.
- The Local Development Plan was expected in the autumn. Parish Councils will now be able to comment on sites in their area.
- Cllr Williams is following up on a complaint about bin lids from a resident.

8. **Gamut items – to decide what is to be included in the next edition**

Taken earlier during the meeting.

9. **Councillors’ items for the next agenda and closure of meeting**

There being no other business, the meeting closed at 10.49 pm.

Signed \_\_\_\_\_ dated \_\_\_\_\_