

## MINUTES

The Parish Council Meeting of Brington and Molesworth was held on Thursday 4 Aug 2016 at 6.45pm at Molesworth Village Hall

Present V. Littleboy, Chairperson, P Naples, P Kirkpatrick Parish Councillors.  
Ms Mimiene, Clerk.  
Chirria Hutchison, member of the public.

**Open Meeting** *Each person wishing to address the council will be allowed to speak for a maximum of 3 minutes subject to the Chairman's discretion. This part cannot be longer than 15 minutes.*

**2016/17**

**0804/40 To Receive Apologies and Reasons for Non Attendance**

0804/40.1 It was reported that Cllrs Innes and Foulds sent their apologies for absence due to holidays.

**0804/41 Declarations of Interests for Members**

0804/41.1 There were no declarations of interest.

**0804/42 To Receive and Approve the Minutes of the Meeting, 19 May 2016**

0804/42.1 Proposed by Cllr Kirkpatrick, seconded by Cllr Naples, all in favour and it was RESOLVED that the minutes be accepted and signed as a true record of the meeting.

0804/42.2 Chairperson signed the Minutes.

**0804/43 Matters Arising from those Minutes**

0804/43.1 Vacancy for a Parish Councillor caused by resignation of Cllr Paula Kirkpatrick appeared today. HDC informed. Notice of the Vacancy issued and NB and PC Website updated. A bye-election to fill the vacancy will be held within 14 days (not counting Saturdays and Sundays) from 4 Aug 16 if ten electors for the parish give notice in writing claiming such an election to the Returning Officer, HDC.

0804/43.2 Chairperson noted that we are waiting for the response from Charity Commission regarding need for Millennium Green bank acc.

0804/43.3 Millennium Green – Mr. R Ward is going to replace the gate. This needs to be confirmed with Cllr Foulds. Cllr Foulds still working on the Risk Assessment.

0804/43.4 0623/25.3 Mr Heffernan finally responded to chair and action been dealt with.

0804/43.5 Website – when it is easily found through Google search, then PC will properly advertise it.

0804/43.6 0623/32.1 Temporary closure of Footpath No 9 been approved by PC and Andy Girvan from Campbell Buchanan and CCC, Street Works, informed. Footpath is re-routed for safety.

0804/43.7 0623/34.1 MUGA constitution, it was decided by the committee to amend the section regarding how payments are authorised and to have a lower balance limit to £500.

0804/43.8 0623/36.1 Councillor portfolio responsibilities – a hard copy now passed to the Clerk.

0804/43.9 0623/38.2 Replacement signs in Hill Close, Cllr Naples suggested PC discussed the location in Brington due to the size of the sign.

0804/43.10 Hill Place. Tennis court is ready and planning emphasized it should be for all village residents as a way of integrating the new development with the established parts of Brington. PC asked Andy Girvan of Campbell Buchanan if this was made clear to new residents and were told that it was.

**0804/44 Notification on Planning Items**

0804/44.1 No planning received.

**0804/45 Millennium Green**

0804/45.1 Re: the use of Millennium Green members discussed and decided to request Cllr Foulds to notify full Council when he gets a booking as all members are trustees therefore should be informed to avoid any confusion. Agreed

0804/45.2 £10 donation received from PCC for the use of MG. Clerk to bank the money. Clerk

**0804/46 Molesworth Brook and Flooding Problems**

0804/46.1 Chair spoke to Mr B Heffernan who confirmed he is writing to Riparian owners and having a meeting with Mr. R Swords at the end of the month. Keep this item on the Agenda until it has been resolved.

**0804/47 CIL, Parish Plan, Neighbourhood Plan**

0804/47.1 Members met on Wed 20 Jul 16 at 7pm at Cllr Foulds house to discuss the Parish Plan. It was decided to set up a presentation on 17 Sep 16 from 3pm till 5pm at Brington school to inform residents of the intended update to the document. This needs to be advertised via Village Matters, Notice Boards. Flyers to be put through every household door to advertise event. Cllr Kirkpatrick to pass all information re: Parish Plan to Cllr Naples.

**0804/48 Parish Website live now and can be reached at: <http://bringtonmolesworth.btck.co.uk/>**  
 0804/48.1 Website is live now and will be advertised as soon as it is easily found in searches.

**0804/49 Financial Matters**

0804/49.1 Both Village NB's have new padlocks now. Chair wanted it noted that the claim for Lap top mouse was in lieu of other items purchased for use on notice boards and signs etc.

0804/49.2 Cashbook, Income & Expenditure against the budget noted by members, Bank Balances presented to members prior to the meeting. Bank Reconciliation to PC and MUGA a/cs carried and noted at the meeting.

0804/49.3 To Approve Funds Transfer Letter: Proposed by Cllr Naples, seconded by Cllr Littleboy, all in favour and it was RESOLVED to do so. Carried

0804/49.4 Bank Balances as on 24 July 16

<u>Brington &amp; Molesworth PC:</u>			
Business Money Manager a/c	£	27,311.21	
Community a/c	£	719.58	
	Total:	£	28,030.79
<u>Brington &amp; Molesworth PC MUGA:</u>			
Community a/c	£	549.23	
Business Money Manager a/c	£	587.03	
	Total:	£	1,136.26

0804/49.5 Expenditure for approval 4 Aug 2016:

Date	Cheque No.	Payee and Description	Amount
04.08.16	728	Molesworth Village hall, Hall Rent for the meeting 4 Aug 16.	£20.00
04.08.16	729	Clerk salary Jun 16 £116.42 and expenses £12.89 and Jul 16 £260.16 and expenses £2.71.	£392.18
04.08.16	730	HMRC Tax Deductions from Clerk's wages Jun £15.80 & Jul 16 £51.80.	£67.60
04.08.16	731	Vanessa Littleboy, cartridge £38.45 & paper, mouse for lap top, pins, padlocks £38.35.	£76.80
		Total Aug 16 payments:	£556.58

0804/49.6 Proposed by Cllr Kirkpatrick, seconded by Cllr Naples all in favour and it was RESOLVED that payments listed in 0804/49.5 to be paid. Carried

0804/49.7 VAT refund of £6.91 received, noted by members. Noted

**0804/50 To Apply 2016-2017 National Salary award, to be implemented and backdated to 1 Apr 16,** difference by £0,132 p/hr making hourly rate £13.354. Total of £4.82 to be backpaid (Apr, May & Jun 16) and included into Jul payroll. Info circulated prior to the meeting. All councillors approved.

0804/50.1 Proposed by Cllr Kirkpatrick, seconded by Cllr Naples, all in favour and it was RESOLVED to implement the scale points noted. Carried

**0804/51 To Agree on SLCC membership contribution,** Clerk is a member, all councils Clerk is contracted to contributed, therefore awaiting Brington & Molesworth's decision. Membership starts 1 Aug 16. Forms and cost broken down by Council circulated to members prior to the meeting.

0804/51.1 Chair asked that it was noted this was not a council approved Agenda item. However it was dealt with. PC decided not to contribute towards this membership. Might be a different answer if raised at time of discussing precept. Noted

**0804/52 To note Consultation and Survey on Devolution, to inform residents to have their say on <http://www.cambridgeshire.gov.uk/devolutionsurvey>** - consultation runs from 08.07.16 until 23.08.16

0804/52.1 Members agreed to put Notices with the links to the consultation on both Notice Boards and Parish Council website.

**0804/53 Footpaths temporary closure application Footpath No. 9 Brington and Molesworth, Highways and Maintenance, Highways and Maintenance**

0804/53.1 Temporary closure of Footpath No. 9 Brington and Molesworth, written confirmation sent to Andy Girvan, Campbell Buchanan and Street Works, CCC notifying that PC agrees to temporary closure of the footpath after the explanation on the reasons was provided.

0804/53.2 Footpaths No. 23, 25 24 and 29 are overgrown. Cllr Naples has created a folded parish map of footpaths with information for walkers. This will be delivered to every house when completed.

**0804/54 Street Naming – to note Street naming and property numbering, Church Lane Brington**

0804/54.1 Noted by members.

**0804/55 To discuss the Transparency Funding Opportunities**

0804/55.1 Postpone to the next meeting.

**0804/56 MUGA Constitution**

0804/56.1 When updated and signed by the committee a copy for archives will be provided to the Clerk by Chairperson.

**0804/57 To Note Brington & Molesworth Parish Council Risk Assessment Register**

0804/57.1 Work in progress. Agenda item for the next meeting.

Clerk

**0804/58 To Consider Councillor Portfolios to Meet Transparency Code Requirements**

0804/58.1 List produced and a hard copy is provided to the Clerk. Temporary copies placed on Notice boards and website. When the vacancy for new councilor is filled the list will be updated, laminated and put on Notice Boards.

**0804/59 Correspondence**

0804/59.1 CAPALC – PC is a member, councillors informed of easier way to access website. Chair is a member of CPALC as well and will provide councillors access if required.

0804/59.2 Letter received from Geoffrey Burn, Treasurer, Molesworth PCC re: contribution towards the grass cutting costs at the church this year. It is has been budgeted for, members agreed to pay the contribution of £75.00 at the Sep PC meeting.

Proposed by Cllr Littleboy, seconded by Cllr Naples, all in favour and it was RESOLVED to do so.

0804/59.3 HDC: letter update re: grass cutting noted.

0804/59.4 Item no. 28: Chatteris Neighbourhood email – members requested Clerk not to forward any more as it was not relevant to our parish.

0804/59.5 Letter from C. W. Sworders & Sons Ltd received today 4 Aug 16 by email addressed to B&M PC re: possible planning application they are considering. Clerk to respond acknowledging the letter and inform that email was received too late for the 4 Aug 16 PC Meeting Agenda. PC will be looking into this matter and will be discussing at the next PC meeting. Agenda item for Sep PC.

0804/59.6 A14 leaflets delivered and will be displayed for parishioners during the Parish Plan Update meeting.

0804/59.7 HSBC: bank letter forwarded to Cllr Naples by Clerk too late due to confusion.

**0804/60 Councillors' questions**

0804/60.1 The PC bin in Brington near the phone box has not been emptied by HDC for 6 weeks now. Clerk to report to HDC and check the frequency expected for emptying.

Clerk

0804/60.2 One member of the public expressed interest in becoming a Councillor.

0804/60.3 Cllr Paula Kirkpatrick was thanked for her valuable contribution to the PC and her work on the Parish Plan which will be missed. Councillors wished her happiness in her new home.

**0804/61 Date of the next meeting: Thu 15 Sep 16 at 6.45pm at Molesworth Village Hall.**

Meeting finished at 8.06pm.

*These minutes are considered draft until ratified at the Parish Council meeting*

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Date

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Chairperson: Vanessa Littleboy

