

**MINUTES of a MEETING of BRINGTON and MOLESWORTH PARISH COUNCIL
held on 15th September, 2016 in MOLESWORTH VILLAGE HALL at 6.45pm.**

Present: Cllrs. Vanessa Littleboy (Chair), Paul Naples (Vice Chair), Rupinder Innes, Simon Foulds

County Cllr. Simon Bywater,
Parishioners: Jill Watkinson, Nicole Wadsworth, Chirria Hutchison

Parishioners Open Meeting:

3 Brington residents with an interest in becoming a Councillor were present to observe procedure.

Urgent Item:

Resignation of Clerk

Ramune Mimiene tendered her resignation with immediate effect dated 4th August, 2016. Motion - Cllr. Littleboy would take over as temporary Clerk in an unpaid role. Cllr. Naples to Chair meetings until a new clerk is employed. Unanimously agreed.

16/62 Apologies for Absence or Non-Attendance:

There were none.

16/63 Declarations of Pecuniary Interest:

There were none.

16/64 Reports from District and/or County Councillors:

Cllr. Bywater thanked the Parishioners for coming and showing interest in the role of Parish Councillor.

He reported that the Cambridgeshire & Peterborough Devolution Deal had general public support and been agreed in principle with implementation due in May 2017. However due to a change in Government during the process there was a hearing set for October where all districts have to be in agreement to it going ahead.

The new proposed Boundaries Commission would result in us coming under Kimbolton which would hold far more parishes and mean less visibility by our new County Cllr. at meetings. A final recommendations report is due to be published by HDC in November. Lastly Cllr. Bywater said we should regularly check emails about Highway maintenance as these could prove very useful.

Cllr. Bywater left the meeting.

16/65 Approval of the Minutes of meeting held 4th August, 2016.

These were confirmed as a true record and signed by Vice Chairman P. Naples.

16/66 Matters Arising:

i) Millennium Green Bank Account - it was discussed and unanimously agreed that we open a Charity account in accordance with recommendations in our Finance Policy.

Action: Cllr. Naples. Meeting with Business Advisor set up for 25/10.

Millennium Green Fence/Gate - clarification needed on what Mr. Ward would be doing to repair/replace what he had removed.

Action: Cllr. Foulds.

Hill Place Tennis courts - the response received from A. Girvan (Campbell Buchanan) regarding clarity to new residents on use by all village residents was unsatisfactory and this needed chasing up.

Action: Cllr. Naples. Email sent 1/10 and response circulated 4/10

iv) Bin in Brington - a response from HDC Environmental Services has been received to say our complaint had been passed on to the refuse team and to be assured it would be emptied in future.

16/67

Correspondence:

All emailed correspondence had been circulated.

Grass Cutting in Churchyard - Brington PCC asked for a contribution towards costs. It was agreed unanimously to grant £75 for this purpose.

Action: Cllr. Naples. Sent 4/10

Planning - A letter received from C.W.Sworders & Sons asked if the Parish Council would support a proposed application to build a dwelling on the field they own between their yard - The Hangars and Cross Keys Pub. The site lies outside the village building boundary and within a designated Conservation area. All previous Planning Applications had been withdrawn or refused. It was considered these reasons were enough to suggest it was not a question of whether the PC would support planning but that Mr.& Mrs. Sworder would be ill advised to proceed with the application.

Action: V. Littleboy. Letter sent 20/09

Flood Awareness Scoping Questionnaire - this was filled in to be submitted online.

Action: V. Littleboy. Completed 20/09

16/68

Planning and Tree Works Applications:

There were none to be considered.

16/69

Millennium Green:

Donation - Cllr. Foulds was given a £200 cheque towards maintenance from S. & J. Ruddy for use of the Millennium Green to host their recent party. Letter of thanks to be sent.

Action: V. Littleboy. Letter sent 20/09

Hedges - It was noted these were overgrown and a quote would be sought to carry out the work.

Action: Cllr. Foulds.

iii) Charity's Annual Return 2015 - Cllr. Littleboy reported that this had been submitted.

16/70

MUGA:

Cllr. Littleboy has received the signed copy of the updated Constitution. A question was raised by the MUGA Committee about their contribution to insurance. To be added to next meeting Agenda.

16/71

Highways and Maintenance:

i) Hedges/Pavement - Cllr. Naples has received comments from Brington residents concerned by overgrown hedges and about the spread of weeds across the pavement from the school up to Hill Place. This will be logged on Cambs County Council services website.

Action: Cllr. Naples.

Ragwort - Concerns noted that the excessive growth in the field owned by Mr. Markham needs attention. Mrs. Watkinson has spoken to him and he said he would deal with it. Parish Council to monitor situation.

Fly-tipping - It was noted that a large card box and items had been dumped on the B663 between Binns and the Molesworth village junction. There is also a large armchair dumped on the verge of the private Molesworth Lodge Farm road between the B663 and A14. These will be reported to HDC Environmental Services.

Action: Cllr. Foulds. HDC removed them w/c 19/09.

iv) Safety signs - Cllr. Naples suggested that another sign should be purchased so that one was placed at each approach end of both villages. This was agreed unanimously.

Action: Cllr. Naples.

16/72

Footpaths:

Cllr. Naples feels that in light of the recent Consolidated Definitive Maps received he would be re-wording some of the sections on the Footpaths Walking Guide he is producing.

- 16/73 Brook in Molesworth:**
Cllr. Littleboy has been in regular contact with the Flood Risk Team and reported, via email, all updates to Parish Councillors and Mr. Brighty. Situation will continue to be monitored.
- 16/74 CIL, Parish Plan, Neighbourhood Plan:**
All Councillors have prepared displays for the upcoming presentation on 17th September of our proposed Parish Plan Update. It was decided that further discussions on the way forward would hinge on the outcome of this event.
- 16/75 Risk Assessment Register:**
Cllr. Foulds reported that it was still in progress.
Action: Cllr. Foulds.
- 16/76 Transparency Funding:**
Councillors were now more clear on how this could be used and proposed we look into applying for funding to purchase a decent hard drive for storing Parish Council documents. Research into cost of these would be carried out before the next meeting.
Action: V. Littleboy.
- 16/77 Finance:**
i) It was proposed that as he was taking on the temporary role Cllr. Naples should become our permanent RFO. This was agreed unanimously.
Resolved: Cllr. Naples is Responsible Financial Officer to Brington and Molesworth Parish Council.
Bank Reconciliation for period ending 31st August, 2016 was circulated, agreed and signed.
Approval of payments to be made - proposed by Cllr. Foulds and seconded by Cllr. Innes. as follows:
£20.00 - Molesworth Village Hall - hire. Chq. 732
£75.00 - Molesworth PCC - Grass Cutting contribution. Chq. 733
£55.00 - MiJan Ltd. - internal audit 2015/16. Chq. 734
£138.85 - R. Mimiene - Clerk salary August 2016. Chq. 735
£21.40 - HMRC - Tax deduction from Clerks wages. Chq. 736
£75.00 - Brington PCC - Grass cutting contribution. Chq. 738
Action: Cllr. Naples. All payments sent 16/09 - 4/10
- 16/78 Clerk Vacancy:**
A discussion was held on advertising the vacancy and updating the Clerk Job Description Document. It was unanimously agreed to use the suggestions prepared by Cllrs. Littleboy and Innes. A closing date of 30th November was also agreed with intention of inviting candidates to attend the meeting on 8th December.
Adverts would be placed in Noticeboards, on the website and in Village Matters in the first instance as the Parish Council would ideally like someone local.
Action: V. Littleboy.
- 16/79 Website, Grapevine and Publicity:**
It was noted that searching for the website was still not 100% successful. A link had been posted on the Grapevine which works. It was suggested that updating the website regularly and creating 'traffic' should bring the site up in searches.
Action: V. Littleboy
- 16/80 Any Other Business:**
Brington Phone Box and Bench - It was noted that Mr. Clements had made an excellent job of repainting both having applied for paint from BT after the adoption of the kiosk by Villagers. A letter of thanks to be sent.
Action: V. Littleboy. Letter sent 20/09

Molesworth Phone Box - In light of the rather run down appearance of the kiosk in the village it was proposed we investigate adopting it and doing the same.

Action: V. Littleboy.

Sales Centre - Questions have been raised by residents as to the possible use of the Hill Place Sales Centre after it is no longer required in being transformed into a Community Meeting Place. It was decided to investigate this and further discuss.

Action: Cllr. Naples. Email sent 1/10

16/81 Date of Next Meeting: Thursday 27th October, 2016, 6.45p.m in Brington School.

There being no other business the meeting closed at 8:04p.m

Vanessa Littleboy. These minutes are considered draft until approved at the next Parish Council meeting.