



PERRY PARISH COUNCIL

Minutes of the Perry Parish Council Meeting held at 1900 hours on Wednesday 12th June 2024 at the Grafham Water Sailability Clubhouse.

Present:

Parish Councillors: Chairman Eleanor Abbs, Kay Darby (KD), Chris Jones (CJ), Nigel Noon (NN), Emma Prew (EP), Jo Shirreffs (JS). The meeting was quorate.

County Councillor: Ian Gardener (IG).

District Councillor: Stephen Cawley (SC).

Members of the public: two.

Clerk to the Council: Eugene Smith (ES).

24/36 Apologies

Vice Chairman Sheila Brighton's apologies were approved (proposed EA, approved unanimously).

24/37 Reports from County and District Councillors

Reports attached as appendix one (IG) and appendix two (SC).

24/38 Councillors' declarations of interest for items on the agenda

None.

24/39 Open forum for public participation

Overgrown vegetation was discussed. NN suggested hiring a contractor.

Actions: Councillors to send ES areas of excessive growth for collation and action. ES to write an article for Life & Diaries Magazine

Ann Jackson (AJ) has been contacted by the bugler who played at 2023's Remembrance ceremony, it was agreed to ask him to play at this year's. This will be dealt with by the Events Group.

24/40 Minutes of the previous meeting

The minutes of the Annual Perry Parish Council meeting held on 8th May 2024 were **approved** as a correct record (prop. EA, app. unanimously) and signed by the Chairman.

24/41 Clerk's report

Attached as appendix three.

24/42 Annual Governance and Accountability Return (AGAR) 2023 – 2024

- a) The AGAR Certificate of Exemption was **approved** (prop. EA, app. unanimously)
- b) The internal auditor's report was **received**.
- c) The AGAR Annual Governance Statement was **approved**.
- d) The AGAR Accounting Statements were **approved**.

24/43 Parish / village matters

- a) HMP Littlehey developments

No updates.

- b) Remembrance statue (i)

It was decided to **defer** decisions regarding floral or stone additions until the second statue is in place.

- c) Remembrance statue (ii)

The purchase an Unknown Women in War statue was **approved** (prop. EA, app. unanimously), pending site visits to decide on positioning and direction.

Action: ES to arrange purchase once the above specifics are decided.

- d) Christmas tree

Item **deferred** to July's meeting

Actions: ES add to July's agenda.

24/44 Highways and green spaces

- a) Biodiversity area – Roundhouse Drive

It was decided to ask Huntingdonshire District Council (HDC) to sow some wild flower seeds later in the year, erect clearer / more informative signage, and review the area in June 2025 (prop. EA, app. unanimously).

Action: ES to inform relevant persons.

- b) Parking obstructions

Actions: ES to discuss Crow Spinney Lane / East Perry options with Cambridgeshire County Council.

ES to research costs and locations of "no parking" signs and report back at July's meeting.

ES to pass appropriate district and county council contact details on to residents as appropriate.

c) Tree plaque

Action: CJ and AJ to research and write text for the Chichester Way tree, ES to add to July's agenda.

24/45 Update on meetings and training attended

ES has attended module two of a Microsoft Excel introductory course and an Introduction to understanding Quotes, Tenders and Contract Management, both run by the Society of Local Council Clerks.

24/46 Events Working Party

JS provided an update, concentrating on the Perry Festival and Family Fun Day on June 29th. ES has applied for funding from the HDC Community Chest. ES thanked EA for her work designing the flyers and programme.

24/47 Council administration

It was **agreed** to amend Perry Parish Council's Financial Regulations regarding authorisation of payments (prop. EA, app. unanimously).

24/48 Finance

a) The following authorised and regular payments were **noted**, and the payment schedule signed by EA.

Eugene Smith (clerk's salary for May): **confidential**

Eugene Smith (working from home allowance for May): **£26.00**

Eugene Smith (D-Day Wreath, to be funded from Chairman's allowance): **£39.60**

Colin Beesley (handyman's wages for May): **confidential**

HMRC (May income tax): **£35.00**

SLCC (Clerk's membership 2024 - 2025): £144.00

Emma Prew (children's Perry in Bloom residue from 2023 - 2024): **£25.00**

Grafham Water Sailability (use of Clubhouse 08/05/2024): **£30**

CAPALC (PPC affiliation 2024 - 2025): **£388.21**

Antony Abbs (Four Seasons cuts 1&2): **£440.00**

Life and Diaries (s.137 donation): **£250.00**

St Neots Museum (s.137 donation): **£150.00**

Hiscox Insurance (PPC premium 2024 - 2025): **£486.68**

BWP Creative (website upgrade and domain registration): **£91.20**

Christine Halsall (June event sweets): **£17.50**

SLCC Enterprises (training courses x 5): **£378.00**

Unity Trust Bank (Multipay Card setup fee): **£50.00**

- b) A credit of £829.55 (grass-cutting contribution) was received from Cambridgeshire County Council on 29/05/2024. A credit of £788.86 (VAT refund) was received from HMRC on 04/06/2024. Both were **noted**.
- c) The bank reconciliation for Quarter 4 of 2023 – 2024 was **noted**.
- d) The complete budget comparison for 2023 – 2024 was **noted**.

24/49 Agenda items for the next Perry Parish Council meeting (10th July 2024)

NN raised a resident's request for a recycling litter bin which has been received by ES.

CJ requested that the Chichester Way line painting be kept on the agenda until the issue is resolved.

Actions: ES to add both items to July's agenda.

Additional items must be received by the clerk no later than Monday 1st July 2024.

24/50 Motion to exclude the public and the press

That the public (including representatives of the press) be excluded during the consideration of the remaining item (24/51) because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

The motion was **approved** (prop. EA, app. unanimously).

24/51 Clerk's contract of employment review

The proposed changes were **approved** (prop. EA, app. unanimously).

Action: ES to issue a new contract for signing by EA.

Meeting closed at 2040 hours.

END OF MINUTES

Appendix one to follow.

APPENDIX TWO – DISTRICT COUNCILLOR'S REPORT

Parish Council Update – May 2024

Community Events

HDC will consider applications to support community events up to £1,000, or 20% of the total event cost, whichever is lower. Community events are defined as lasting for less than four days. In order to be eligible, they must be free to attend, free to take part and open to everyone. All criteria for Community Chest funding also applies.

<https://www.huntingdonshire.gov.uk/media/3uamuvru/community-chest-funding-criteria.pdf>

Now launched

Community Protection and Enforcement

HDC's Community Protection and Enforcement Team have had a great start to the year so far. Throughout April four people were issued fixed penalty notices, totalling a value of £1000, including fly-tipping, breaching Community Protection Notices (uncontrolled dogs)

Any incidents of anti-social behaviour, environment crime or dog control can be reported on HDC's website:

<https://www.huntingdonshire.gov.uk/environmental-issues/fly-tipping/>

<https://www.huntingdonshire.gov.uk/environmental-issues/dog-related-issues/>

<https://www.huntingdonshire.gov.uk/environmental-issues>

If you have any questions or concerns, contact our Community Protection and Enforcement Team Leader, Ashley Dolling by emailing crm_cpe@huntingdonshire.gov.uk

District Council launches Online Climate Hub

Huntingdonshire District Council (HDC) has launched an Online Climate Hub as result of feedback from local people. The 2023 Climate Conversation events invited local businesses, residents, parish councils and environmental groups to gather and discuss Climate Change and Huntingdonshire's environment.

Feedback from these sessions showed a clear wish for a platform where this collaboration could continue, leading to the Online Climate Hub.

<https://letstalkhuntingdonshire.net/hub-page/online-climate-hub>

<https://www.huntingdonshire.gov.uk/media/6882/climate-strategy-appendix-1-climate-strategy.pdf>

<https://www.huntingdonshire.gov.uk/media/6912/climate-strategy-action-plan.pdf>

Annual Town & Parish Council Forum 2024

This year's Annual Town & Parish Council Forum will once again take place at the Burgess Hall in St Ives, and planning is underway to provide Town & Parish Council representatives with an informative and interactive session that is intended to be of great benefit to all.

HDC would like to know if there are any specific topics you would like covered or any guest speakers that you'd like to hear from.

Contact townparishcomms@huntingdonshire.gov.uk with your suggestions.

When: Wednesday, 23 October 2024 (09:00)

Where: Burgess Hall, St Ives

Garden Waste Subscription Service - Update!

The garden waste subscription service has now been running for six weeks

39,415 households have subscribed to the service (48%)

3,857 new subscriptions since 1 April launch

Finance Director/S151 Officer Recruitment

Director of Finance and Corporate Resources and S151 Officer recruitment complete and new Director appointed

APPENDIX THREE – CLERK'S REPORT

- Emails of thanks have been received from St Neots Museum and Life & Diaries Magazine, regarding recent donations from the parish council.
- The street lamp in the garage area between The Drive and Roman Way has been replaced, thanks to the Ministry of Justice for their work on this.
- A letter has been sent to HMP Littlehey regarding the Crow Spinney Lane parking issues.

- The parish council website has transitioned to a .gov.uk domain, this will have no adverse effect on searches or saved addresses.
- Cambridgeshire Fire and Rescue Service are running workshops for older (65+) drivers, details on their website (<https://www.cambsfire.gov.uk/community-safety/road-safety/older-driver-workshops/>) and the parish council website.
- The presentation by Cambridgeshire Fire and Rescue Service regarding Kimbolton Fire Station has been rescheduled for the parish council meeting on October 9th.
- Cambridgeshire County Council is running a Summer Holiday Activities and Food programme for children, details on their website (<https://www.cambridgeshire.gov.uk/council/communities/support-with-the-cost-of-living/holiday-activities-and-food-programme/haf-provider-directory>) and the parish council website.

END OF APPENDICES

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