

**HILGAY PARISH COUNCIL**  
**Minutes of the Meeting held at 7.00pm on 6 April 2017**

Present: G Carter (Chair), P Bates, P Carter, A Charlesworth, E Hall, T Hall, R Houghton (Vice Chair), V Martin, A Holmes.

In attendance: One member of the public.

Absent: J Evans, C Dawe, R Martin, Mrs J Taylor (Clerk), G Harris

The Chair opened the meeting and welcomed those present and explained that in the absence of Mrs Taylor, Cllr Holmes would take the minutes of the meeting and that some agenda items may have to be carried forward to the next meeting.

**1. Emergency Evacuation Procedures**

The Chair reminded the meeting of the emergency evacuation procedures.

**2. Accepted apologies for absence (LGA 1972, s85(1)(2))**

J Evans (ill-health), C Dawe (family commitment), R Martin (ill-health), G Harris (had informed the clerk she would be late due to a previous meeting; the meeting closed before Cllr Harris arrived).

**3. Declarations of Interest**

Cllr G Carter, Item 8 Planning.

**4. Declarations of recording and social media use**

Those present were asked if anyone would be recording or using social media to report the meeting. None declared.

**5. To approve the Minutes of the last meeting**

It was proposed that the Minutes of the last meeting held on 2<sup>nd</sup> March 2017 be approved. Proposed: Cllr E Hall; seconded: Cllr Houghton. All in favour.

**Resolved 17/04/06/5.**

7.10pm

**Public Participation**

A member of the public reported streetlights at Ten Mile Bank not functioning – near Cherry Tree Farm and two others mentioned at last PC meeting. This was despite several requests for action to the contractor. Chair said that he would ask the Clerk to follow-up again.

7.15pm

**6. Reports (items not otherwise covered in the Agenda)**

**Chair's Report**

Chair confirmed that the football hut on Hilgay playing field was now removed except for some concrete blocks which he was making arrangements to have removed too. Cllr V Martin explained that a previous planning application (16/02155/F) was still a concern with the Borough Council saying that agricultural use was not mentioned in the application so there was no basis to refuse.

Vice Chair mentioned that an undertaker had raised with him an issue about memorials in the section of the graveyard set aside for ashes of deceased to be interred. This item to be added to the next meeting agenda. There had also been a request for artificial grass for one grave; council agreed to this request.

**Clerk’s Report – none because the clerk was absent.**

Clerk had left details of a proposed internal auditor. It was agreed that it would be good practice to change auditors on a regular basis. The appointment of Sharon Wareham, Clerk to Gooderstone Parish Council, was approved.

**Maintenance Report**

Cllr Bates reported that Mr Wills had no current difficulties. Cllr V Martin reported that one of the notice boards in Hilgay had been damaged; Mr Wills would be asked to repair.

**Councillors’ Reports**

Cllr V Martin reported that he and Cllr Holmes had met with the County Council Highways. Further work now completed. The NCC will consider further remedial work to reduce flooding outside Hilgay School and the possibility of kerbing where parking was causing damage to the verges outside the school. In the absence of a councillor from Ten Mile Bank the NCC official undertook to look at what he understood to be the concern. The Council also reflected that we still lacked a written report on what works the NCC was proposing to do.

Cllr V Martin also reported that he and Cllr Holmes had been present when officers from the Environment Agency, Borough Council and police had inspected the scrap metal yard in Hilgay which had been subject to a recent complaint. The Environment Agency had decided to take forward action with the tenant of the site.

**7. Correspondence not taken because the clerk was absent.**

**8. Planning**

The Chair left for the application in his name. Both applications passed without the need for comment. Chair returned to resume the meeting.

**9. Finance**

i. Bank Balance and Reconciliation etc not taken because the clerk was absent.

**ii. Payments**

Payee	Item	Net £	VAT £	Gross £	Chq/DD
Hilgay Village Hall	Hire 2/2/17	16.00	0.00	16.00	102914
E.ON	Lighting: electricity Feb 17	172.97	34.59	207.56	DD
BCKLWN	Dog bin emptying, 27/2/16 - 26/2/17	338.00	67.60	405.60	102915
Fenland Leisure Products	Play equipment parts	79.10	15.82	94.92	102916
K&M Lighting	Lighting maintenance 13/3 - 12/4/17	94.47	18.89	113.36	102917
NCC	Hilgay Manor Estate rent 11/10/16-5/4/17	1610.00	0.00	1610.00	102918

Mr C Wills	Salary and expenses, March 2017	247.90	0.00	247.90	102919
Mrs J A Taylor	Expenses	50.44	0.00	50.44	102920
Mrs J A Taylor	Salary, March 2017 (28 hours)	279.97	0.00	279.97	102920
E.ON	Lighting: electricity Mar 17	191.50	38.30	229.80	DD
Zurich Municipal	Council insurance 1/4/17 - 31/3/18	1079.62	0.00	1079.62	102921
HMRC	PAYE Dec - Mar 2017	16.20	0.00	16.20	102922
Hilgay Village Hall	Hire 21/3 & 6/4/17	16.00	0.00	16.00	102914
K&M Lighting	Lighting maintenance 13/4 - 12/5/17	94.47	18.89	113.36	102917
<b>Totals</b>		<b>4286.64</b>	<b>194.09</b>	<b>4480.73</b>	

All payments noted and agreed for payment. **Resolved 17/04/06/9.ii.**

### iii. Zurich Insurance

A brief discussion lead to councillors agreeing that the policy represented good value for money. Cllr V Martin proposed that the premium be paid; Cllr E Hall seconded. Motion passed unanimously. **Resolved 17/04/06/9.iii.**

### vi. Update Council's asset register

Cllr T Hall explained that the river field had been taken over by Feoffees Charity from the PC several years ago. Council agreed that this (second item on the asset register) be removed. After a brief discussion the Council also agreed that the capital items on the register should be subject to depreciation and their values reduced accordingly.

The Chair then suggested that in view of the absence of the Clerk the rest of the agenda items (10-17) be carried over to the next meeting. This suggestion was agreed to unanimously.

## 18. To receive information or suggested items for consideration at the next meeting.

The following items to be on next meeting agenda:

Dog bins especially for Ten Mile Bank;

Blue tooth for speed signs;

Footpaths – Mr and Mrs Hall to report;

Concerns about visibility of various road signs esp. those at the A10/Ten Mile bank junction; also overgrowth near sign in Waterman's Lane;

Maintenance of Bus shelters;

Concerns about bridge metalwork.

**Date of next meeting: Thursday 2 May at 7.00pm in Ten Mile Bank Village Hall.**

The meeting closed at 20.01 hrs

.....  
Chair

.....  
Date