**Madingley Parish Council**

**I hereby give notice that the Parish Council Meeting of Madingley Parish Council will be held on Wednesday 20th January 2021 at 7pm**

Please note: due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via Zoom as permitted in “The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020” (“the 2020 Regulations”).

The Parish Meeting link is Meeting ID: 87422910003 Passcode: 837804

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members 5

Vacancies 0

Quorum 3

**MINUTES**

**200121/1 To Accept Apologies for Absence**

There were no apologies for absence

**200121/2 To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests must be made to the Clerk prior to the meeting.**

Councillor Crichton-Stuart and Councillor Naughton declared an interest in 201121/6 (k)

**200121/3 To Agree to hold a Public Forum**

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.

A member of the public asked the Parish Council to advertise the need for volunteers to deliver the Madingley News publication four times per year. An email address for the advert to be provided to the Clerk.

A member of the public enquired about the “Not Suitable for HGV” signage removal and reminded the Council that the Parish does have a Highways Working Group that is happy to engage.

A member of the public raised concerns over flooding and drain blockages. It was decided these instances should be reported again to Cambridgeshire County Council Highways team for action.

**200121/4 To Approve the Minutes of Meeting held on Wednesday 18th November**

The minutes from Wednesday 18th November 2020 were agreed by unanimous vote as a true representation of the meeting.

**200121/5 To Accept a Report from County and District Councillors**

County Councillor Lina Nieto had sent a report and this was circulated to the Parish Council prior to the meeting.

District Councillor De Lacey had sent a report and this was circulated to the Parish Council prior to the meeting.

Both reports are attached to the minutes for information purposes.

**200121/6 Matters for discussion/correspondence received**

1. Local Plan Housing Development – Working Committee

The Council agreed that Councillor Naughton would be the lead

1. To adopt rules for a public session

The rules for public session were circulated to all before the meeting and it was agreed by unanimous decision to adopt the rules

1. LHI Update: Cllr. Crichton-Stuart informed the PC that the initial request for a 20mph zone in the village had been rejected but that the erection of additional new speed pillows in the affected area had been proposed by the LHI instead. The indicative financial contribution required from the Parish council towards these works would be £3941.90. It was unanimously agreed that the Parish Council would provide this funding if the scheme is approved.
2. Update on change of PC IT/Website/Mail service provider

Councillor Crichton-Stuart advised this was work in progress and would be deferred until the next meeting

1. Update - British Cycling (Places to Ride: Small Grants Programme)

Councillor Crichton-Stuart advised the deadline had now passed and no application was submitted

1. Update - A14 Legacy Fund Application. LHI Officer and Stakeholder Director of the A14 Integrated Delivery Team were both present at the meeting.

It is hoped that the application for a chicane to The Avenue will be supported but sign-off is still awaited. A consultation process would of course take place once confirmed and the Parish Council felt they would do a pre-consultation with affected properties. Councill Peters will lead and action.

Discussions were held around the need for “Not suitable for HGV’s” signage and it was agreed this could possibly be looked at in the application but is dependent on budgetary limitations. It was suggested that the Parish Council would need to contribute to the purchase. The Parish Council confirmed that it would be willing to contribute accordingly.

1. Busway Letter

There was no update

1. Playground Closure

A playground policy document had been circulated to all before the meeting. The Parish Council discussed the policy and it was agreed by unanimous vote to adopt the policy.

Parish Council agreed to open the playground again, but only to one Madingley family or Madingley child support bubble (e.g. grandparents) at a time at the moment.

At the moment we are in 'Scenario 1' (outlined at the end of the document) which means we are permitting one family to play at a time.  Hopefully every family won't turn up at the same time but I'm sure it will be possible to arrange turns of maybe half an hour, or for families to organise a rota amongst themselves.

The document will be shared on the Parish Website so more people are aware.

1. Parking at the entrance to the 800 Wood

Due to damage to the verge caused by parking, it was agreed that Councillor Naughton would make contact with the American Cemetery to enquire if parking there could be made available to walkers to help prevent issue

1. Diseased Chestnut Tree

The tree is question has been brought to the attention of the Parish Council. Councillor Crichton-Stuart to inform Peter Wilderspin since the tree is on University land (in the playground).

1. Dredging of the Granary Court pond

The ongoing issue caused by lack of maintenance has been brought to the Parish Council’s attention and it was agreed Councillor Crichton-Stuart would make contact with the land owner

1. Training

Councillor Peters requested New Councillor Training, to be arranged by the Clerk

1. Agricultural vehicles

Councillor Peters raised concern over the large agricultural vehicles going through the village. Councillor Crichton-Stuart advised a letter had been previously sent.

**200121/7 To Discuss Planning Matters**

Remote decisions on planning applications were made via email and voting records retained.

**New Applications**

**20/05090/HFUL Hare Hall, The Avenue, Madingley**

Addition of timber and double-glazed garden room

Information Only

**20/01519/CONDA Madingley Hall, Church Lane, Madingley**

Submission of details required for condition 6 (Thermal Upgrade) of listed building consent

No comment

**Decisions received**

None

**200121/11 Finance and Policy**

To accept bank reconciliation up to 31.12.2020

* + 1. Income received:
		2. Payments made and records retained:

CGM Group Grass Cutting - Inv 233048/977/234802 £258.00 BACS

Vision ICT – 12094 & 11974 £230.40 BACS

Scribe – Professional Services and Annual Fee £333.60 BACS

Print-Out – Madingley News £166.00 BACS

HMRC, Tax, NI and Wages £1413.16 BACS

Madingley News £25.00 BACS

Dry Drayton PC – Training contribution £25.00 BACS

SSE – Street Lighting £102.74 BACS

December

CGM Group – Grass cutting £72.00 BACS

Wages, expenses and HMRC £677.74 BACS

Redshoes Accounting – payroll services £43.20 BACS

* + 1. To discuss the progress of obtaining online banking

All payments and bank reconciliations were approved by unanimous decision

**200121/12 To accept notices and matter for the next agenda**

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

None points were raised

**200121/13 TEMPORARY DELEGATION SCHEME**

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline.  This will be carried out where possible by consultation with members by electronic means or telephone.  The clerk will further consult with the chairman for guidance as necessary.  The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place

The delegation scheme was approved by unanimous vote

**200121/ 14 Date and time of next meeting**

The next meeting will be held via Zoom on Wednesday 17th March 2021 at 7pm

The meeting closed at 20.13

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K Peck C Crichton-Stuart

**Karen Peck Charles Crichton-Stuart**

**Clerk & Responsible Finance Officer Chair**

**Madingley Parish Council Madingley Parish Council**

**Dated : 17th March 2021**

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.