

Draft until signed

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Minutes of Madingley Parish Council Meeting

Monday 25th February 2019 at 7.30pm, Madingley Village Hall

Present: D Ousby (DO) (Chairperson), F Naughton (FN) (Councillor), J Stevenson-Hinde (JSH) (Councillor), R Crichton-Stuart (RCS) (Councillor)

Attending: S Etherington-Meech (SEM) (Clerk/RFO), Cllr D DeLacey (DD) (District Councillor), Cllr L Nieto (LN) (County Councillor), Cllr L Harford (County Councillor), C Baldwin (Madingley Village Hall), R Buckley (RB) & L Buckley (LB) (Madingley News/Public), 3 members of the public

1. Apologies for absence and declarations of interest

Cllr T Bygott (District Councillor), no declarations of interest

2. Public Forum

The public asked if there was any update of the High Street sign and also of two other damaged signs the Cambridge Road sign at the junction with Madingley Rise, and The Avenue and Dry Drayton Road signs at the junction of the same. LN advised to contact Felicity Buckle for replacement sign for the High Street.

Concerns were also raised by the public to LN as to the bad state of the kerbs at the moment as the drains have been overflowing especially in the middle of Church Lane, they asked if the road sweepers could be encouraged to clean the curbs. The drains did get marked to be opened and cleaned, however, they are blocked with gravel and 2 drains are not working. **Action** – SEM to contact Felicity Buckle regarding the High Street sign

3. Approval of minutes of meeting held on Monday 28th January 2019

Minutes were signed as a true and accurate copy of the meeting.

4. Matters arising from minutes

There was unfortunately no update for the parish regarding the post and chain that has fallen down, FN has chased this matter although received no further information. **Action** - FN to investigate this matter further.

5. County Councillor/District Councillor/Parish Council Chairman Reports

LN report – see Appendix 1

DO advised LN that the parish has had quite a few issues recently and would like the County Councillor to have more of a presence at the parish council meetings. LN advised that MPC and the councillors can contact her directly and she is happy to have regular phone calls with the chairperson. She explained that she has a number of parishes that have meetings she has to attend and she tries to rotate her attendance between them and attend every 3 months. DO explained some current issues the parish have are the busway, LHI application and traffic issues. **Action** - LN will report the drains as discussed earlier (see Item 2), DO advised that if MPC are aware of when they will be done then someone could meet up with them there.

6. Transport & Highways

a. GCP – Cambourne to Cambridge Better Public Transport Project

DO wrote an item for Madingley News for a. and c. DO advised that only some residents have had leaflets to fill out delivered and Madingley tend to respond better by post than online

and ensuring leaflets are delivered to all homes could boost the response. DO believes that the preference of the GCP consultants is the off-road option, the busway doesn't demonstrate connectivity and it needs to align with the Mayors proposals. JSH does not agree with any of the options that have been put forward and believes a response is therefore limited, 3 options make it difficult if there is no agreement with any of them.

Action – LN will request more GCP leaflets.

b. The Avenue including LHI application

DO advised that he attended the Girton Parish Council meeting to discuss the LHI application that MPC have submitted and was part of the public forum and is looking forward to a wider consultation. The next stage of the LHI process is awaiting the committee to decide on the application on 12th March 2019, if unsuccessful a 3rd party application can be considered. DO advised that 120K has been put into the capital budget for resurfacing and if our LHI application was to go ahead this would not need to be spent.

c. East to West Rail Plans – Cambourne to Cambridge

DO included this item in the Madingley News and explained that it is a plan to connect Cambourne to West Cambridge and there are 6 options for this. A consultation will occur at Comberton Village College on Wednesday 27th February 2019 at 6.30pm. DO advised that it must be raised as to what is wanted and what should be reserved.

7. Planning

a. Applications received for consideration

i. S/0259/19/FL – Avenue House – Proposed conservatory

Action – No comment

ii. S/0410/19/FL – Madingley House – Conversion and extension of detached double garage to form ancillary accommodation

Councillors advised that there is already a first floor with a shower, ground floor with a toilet and not much change will occur with the application. **Action** – No comment

b. Decisions received from South Cambs District Council – None received

8. Play area including Stephen Perse grant funding request and email re: community projects

A letter was produced by the clerk and brought to the meeting to be hand delivered, the letter is chasing up the funding request sent in previous letters. The Stephen Perse school have also emailed the chairman to enquire as to the communities feeling for some community projects involving members of the community and pupils at the school, the email was read out. **Action** – Clerk to send an invitation to the school to invite them to attend a parish council meeting to discuss community projects further and also the school's usage of the play area.

9. Defibrillator including village hall permission for erection/electrical quotes/housing/grant funding

CB advised that he has drawn up a potential location for the defibrillator, DO asked if the Village Hall Management Committee were happy with this and CB advised the kitchen side of the hall would be preferable for the defibrillator to be erected and recommends the yellow over the green housing. FN questioned if there was lighting near the proposed location and CB advised that he would investigate, CB will put a template up for 19th March for consideration.

DO advised that the defibrillator is worth over £1,000 and housing will be approximately £600 and that SCDC have grant funding although it is specifically not for defibrillators. As the SCDC grant funding cannot be used for this purpose other sources of grant funding need to be investigated to support the cost of the defibrillator cabinet and installation. Therefore, the Village Hall need to consider location for the defibrillator, agree to its housing and arrange a quote for installation.

10. Phone box relocation/restoration

MPC agree no action is required at present and that the defibrillator and noticeboard projects should be completed first.

11. Parish Noticeboard costs and purchase

FN investigated and received costings for the noticeboard purchase and all information was circulated before the meeting. JSH advised that it is important for the noticeboard to be long term and she feels a double door noticeboard would be preferable to a single door. JSH advised that the cost quoted from the noticeboard supplier is £1,171.00, however DO advised this figure does not include VAT or delivery. Agricole have donated £635.00 towards the purchase. DO proposed that MPC make an application to the SCDC community grant, parishes with less than 160 electors can apply for a grant and MPC meet this criteria. **Action** – JSH to request a proforma invoice from the noticeboard supplier so that a complete price can be agreed at the next meeting and to assist grant application submission.

12. 2019-20 National Pay Scales for clerk/home working allowance/working hours

Clerk advised MPC of the National Pay Scale increases for April 2019. All councillors agreed for clerk to increase her salary column point to Point 22 from 01/04/19 in line with the new national pay scales for 19/20. Clerk is also entitled to a home working allowance of £18 a month which can be split 50% with the clerk's other council at Dry Drayton, MPC unanimously agreed for this. The clerk has worked out her hours of work since the beginning of January and is on average working between 5 ¼ and 5 ½ hours a week, MPC agreed to undertake an employment appraisal/review for the clerk after May 2019. **Action** – Date in June to be agreed for clerk's annual appraisal/review

13. Finance

- a. **Accounts review to date** - The finance spreadsheet was circulated to all councillors before the meeting. Barclays Current Account balance as of 25th February 2019 was £3,870.75 (with February and March payments, clerk advised this figure decreases to £3,472.65 for 31/03/19) and the Cambridge Building Society was £10,379.03. DO highlighted that he would like clarity as to monies that are still outstanding invoices to be paid such as charges for street lighting, traffic calming (40mph limit in Church Lane) and Speedwatch signs. **Action** – Clerk to investigate these outstanding invoices and report back to MPC at the next parish council meeting.
- b. **Payments received**
 - i. **Vintage Travel – Madingley News Advert - £60.00**
- c. **Payments to hand**
 - i. **S Meech – Clerks Overtime & Expenses – £37.37** - All councillors agreed payment – Cheque Number 101145 signed by JSH and DO. *Local Government Act 1972, S.112*
 - ii. **Play area sign - £34.38** – Proforma invoice to be requested and cheque to be deferred for payment to 8th April 2019.
 - iii. **CAPALC – New Councillor Training (Cllr Crichton-Stuart) - £75.00** - Cheque Number 101146 signed by JSH and DO. *Local Government Act 1972, s.175*
 - iv. **Vision ICT – Hosted email (Feb 19- Jan 20) - £21.60** - All councillors agreed payment – Cheque Number 101147 signed by JSH and DO. *Local Government Act 1972, s.142.*
 - v. **Roger & Lesley Buckley – Madingley News Expenses - £25.00** - All councillors agree payment – Cheque Number 101148 signed by JSH and DO. *Local Government Act 1972, s. 142.*
 - vi. **Cllr F Naughton – Goal Post Peg Reimbursement - £19.70** – All councillors agreed payment – Cheque Number 101149 signed by JSH and DO. *Public Health Act 1875, s.164 & Local Government (Miscellaneous Provisions Act 1976, s.19.*

14. Correspondence

LN would be happy to contact the Stephen Perse School for MPC. **Action** – Clerk to forward all Stephen Perse correspondence to LN.

15. Any business for inclusion on the next agenda

- Bank account change of address
- Costings for the defibrillator and noticeboard
- LHI application
- Meeting dates proposal

16. Date and time of next meeting – Monday 8th April 2019 at 7.30pm

Meeting closed at 9.03pm

DRAFT

Appendix 1



March Report 2019

Dear all,

I trust you are all well.

I would like to start by mentioning that if your parish or a resident has a particular concern or something they would like to discuss with me, please do not wait until your next parish council meeting. You can call me any time and I can come and see you any time too. A text works best for me but you can call me on my mobile, landline or email me. You can also reach me on Facebook and Twitter!

This month I attended one of the first road-shows of the second part of the Cambourne to Cambridge consultation. I must say that I am embarrassed by the way officers have been handling this. You would think that by now they would have got grip of how to run a consultation.

I still think that all the alternatives have not been flushed completely in-depth and now with the Rail project shadowing our area it brings more doubts about the project. All these transport projects should be aligned and although the route of the East-West rail has not been completely decided and there is an inclination for the south, they should be talking to GCP and making sure that projects align as much as possible. Otherwise what a waste of time and money.

I will continue to press officers and colleagues regarding all the issues raised by residents. We must get this right!

Children's Centres

As you know we too the decision to transform this part of the services we provide to children and their families. I am currently liaising with officers as I want to know what exactly is happening in our district and how families are responding to the changes. Once I have more information about this I will come back to you but I wanted to let you know that I am on it!

South Cambridgeshire

As a local resident it is very concerning the latest pay-off of South Cambridgeshire District Council CEO. The council has spent over £202 k towards her retirement. She is under 60 years old and what is concerning is the lack of transparency around this. It has been very difficult to find out any information of what really happened and councillors have been made to sign a confidentiality agreement and not disclose anything. I really do not understand why there is so much secrecy.

I believe this is a huge sum and residents should be enquiring about this. This is tax money that will not be used in providing services for you.

Combined Authority

Government has committed £11.5 million of funding to support Adult Education in Cambridgeshire and Peterborough. The funding represents the first tranche of [Adult Education Budget](#) (AEB) funding that has been allocated to Cambridgeshire & Peterborough Combined Authority for the 2019/20 financial year as a part of its Devolution Deal.

By devolving funds to the local area, the Combined Authority can better ensure the delivery of quality adult education across the local area that targets local skills gaps and joins up the skills system. This includes delivering on Government's commitment to provide fully funded qualifications at Levels 2 and 3, English and Maths and the future Digital entitlements for learners.

Cambridgeshire & Peterborough Combined Authority has been awarded £11,513,052 for the 2019/20 financial year by the Education and Skills Funding Agency (ESFA). There will be further funding for continuing learners from the ESFA in the Autumn once our share of a £32 million national pot is distributed.

The AEB Team at the Combined Authority are in the process of allocating the funding to local colleges, local authorities and training providers and anticipate finalising these allocations in the Spring.

To find out more about the Cambridgeshire & Peterborough Combined Authority's AEB Programme, click [here](#).



Meeting local businesses:

This year I will be going around and visiting more local businesses. I believe we should buy local and support them. Otherwise, local businesses will close down and will be dearly missed. They play a very important role in our communities and it's a responsibility of all. However, it is also about sustainability. Local businesses are much more sustainable than larger corporations. If you haven't heard about Cambridge Sustainable Food then please take a look at their website. I am involved with them indirectly and they are fantastic! <https://www.cambridgesustainablefood.org/directory/>

You might not know, but due to my experience in starting up a business, I get approached by residents who would like to start-up a business and would like a sounding board. This is something I do on a regular basis. However, I must say, it's not only for businesses but also for fundraising and community projects. As much as possible I try to connect local projects with local businesses. I

NEWS

From Cambridgeshire County Council

Cambridgeshire County Council is inviting residents to view and comment on plans for its new Headquarters in Alconbury Weald, prior to the submission of a formal planning application

Designs will be shared on the Council's website, and members of the public also invited to attend an Information Event in Alconbury Weald on Thursday, 28 February.

A decision taken by Full Council in May 2018 set the wheels in motion for the Council to move from its costly six acre Shire Hall site in central Cambridge, and move to a smaller, more flexible purpose built building in Alconbury Weald.

The new two-storey headquarters, which aims to be 'bright, efficient and flexible' will incorporate a private wing for staff housing around 350 desks, and a public reception area with informal meeting space.

Council and Committee meetings are set to be held in a multi-use 90 seater space, which can be split into 3 rooms, and offering potential for future community use.

Even after taking the cost of the new building into account, the move is set to save the Council in the region of £46.5m over the next 30 years, savings which will be reinvested back into public facing services.

Planning permission will be submitted in late spring, with construction set to begin towards the end of 2019, and completion due by December 2020.

"Throughout the last year we have carried out extensive engagement with officers, councillors and local community groups to shape the plans that we are sharing with the wider county residents today," said Cllr Joshua Schumann, Chair of the Council's Commercial and Investment Committee. "These conversations have been invaluable, and by working alongside special interest groups such as our Equality & Diversity Group, I believe we will be able to create an efficient, flexible and collaborative space that truly works for staff, councillors and the public alike.

"The County Council has a long-standing association with Shire Hall, but with running costs in the region of £900,000 per year just to maintain the site, we must face facts and look at ways of investing money back into essential services", he added.

"The building of the new and smaller HQ is part of a much wider plan to base ourselves closer to our communities, and make better use of our own assets and those of partners across Cambridgeshire," said Chris Malyon, Deputy CEX and Chief Finance officer. "The Council will always retain a presence in Cambridge city, but will now be more visible in other areas across the county too".

Find out more

- **A Public Engagement event** will be held between 4pm- 8pm on Thursday, 28 February, at The Club Building, Alconbury Weald, PE28 4XA. Representatives from the Council and the design and build team will be on hand to talk through the designs and answer any questions. This event is an opportunity to showcase some main principles of the new Hub but many of the detailed design elements are still being considered. We will continue to work with stakeholders in order to create a building which meets our present and future needs
- Following this, the designs will be on display in Shire Hall from 1 - 13 March.
- You can also view designs today via the County Council website (<https://www.cambridgeshire.gov.uk/news/public-invited-to-view-council-plans-for-new-hq/>) and comments can be submitted using the email address provided

Local proposals/events:

Madingley: Parish Council has applied to close permanently the Avenue off.

Coton: some councillors will join the GCP technical group to work on the proposals.

Hardwick: Highways officers have met with the Parish Council and visited the area where the footpath improvement will take place. Making sure the money is used where people want it to be!

Most of my parishes now have defibrillators. If you are in the process, I am sure one of your neighbouring parishes can help with information and advice on what has worked for them.

Local Natural Partnership Board

As you may already know I represent the Council in this outside body. You have over 10 organisations represented and it's always active, trying to push the natural agenda forward and upwards. Recently we have been able to launch a new website, please take a look at it. This is a very exciting milestone. www.naturalcambridgeshire.org.uk

Events

Please take a moment to review the diary and contact me if you have any questions in regards to any of the events listed or if you are aware of any other events that are taking place that are not listed. All events can also be found on our webpage at <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-events/>

Funding portal

Please do share this link with community groups that wish to find funding pots. <http://www.idoxopen4community.co.uk/supportcamb>

Highways

A reminder that you can report road maintenance issues here: <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults/>

Hedges

If you have an issue with hedges then they would be advised to log their complaint on our website <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults/>

Roadworks

I had calls from residents regarding roadworks. If you would like to know what is happening in your area you can check in this website. www.roadworks.org

Just to remind you that the public is very welcome to attend committee meetings and Full Council. You can find all the details [here](#).

If you have any questions please do not hesitate to get in touch.

Kind regards,

Lina

Representing the villages of: Harlton, Barton, Great and Little Eversden, Caldecote, Kingston, Madingley, Hardwick, Coton, Grantchester and Comberton.

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believe in generating win-win situations. Starting any type of project is really exciting and I enjoy being at the start and seeing it develop and grow. So if you know of someone who might be thinking about starting up a business, social enterprise or a community project, do pass on my details. I would love to help!