

SHUDY CAMPS PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 9th MAY 2024 FOLLOWING THE ANNUAL PARISH MEETING AT 7.30PM IN ST MARY'S CHURCH, CHURCH ROAD, SHUDY CAMPS.

Present : Councillors Anita Kiddy, Justin Plumb (Chair), Simon Powell (Vice Chair), Sharon Kell

In attendance: Jackie Dockerill (Parish Clerk), Councillors John Batchelor

Members of the public: 1

1. ELECTION OF CHAIR AND VICE CHAIR

Position of Chair of Shudy Camps Parish Council : JP was proposed by AK and seconded by SK

Position of Vice Chair of Shudy Camps Parish Council : SP proposed by AK and seconded by SK

These positions will be held until the next Annual Meeting of the Parish Council.

Declaration of Acceptance of Office Forms were signed by AK, SK, SP and JP at the meeting. PM to sign at the next meeting

The transfer of the 'chair@' email address will be done with help from SP

The clerk will also contact Jon to update the position changes on the website.

JP also thanked AK for her service as Chair to the Parish Council over recent years.

2. OPEN FORUM

SP contacted Gigaclear prior to the meeting to see if there were any updates on the Fibre coming to the village, but no further developments at this time

The clerk received a complaint for a resident in Bangs Close regarding the road closure in respect of the traffic ignoring the signs and turning outside their property, site vehicles parking on the public Highway outside their property and care staff coming to their property being delayed by the closure.

3. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Henry Batchelor and Councillor Paul Malins

4. MINUTES OF THE MEETING HELD ON 11TH APRIL 2024

RESOLVED: that the Minutes of the meeting held on 11th April 2024 approved as a correct record.

5. MATTERS ARISING ON THE MINUTES

The new lawnmower has been purchased and also registered for Warranty. It was also noted that the old mower will be scrapped by Mr Kiddy were the machine is stored.

The clerk has contacted Highways and there is no update yet on a delivery date for the MVAS device which is the final part of the successful LHI application.

6. DECLARATIONS OF INTEREST

No declarations of interest were made

7. DISTRICT AND COUNTY COUNCILLORS' REPORTS

RECEIVED: May 24 (previously circulated to Councillors and uploaded to SCPC website)

In the Spring Statement we heard that the Government are pressing ahead with their plans to make Cambridge an economic development hub for the science and tech sector. The catch to attracting companies to move to our area is to build circa 150,000 houses around Cambridge to make this proposal more sustainable. The current idea is to set up a development corporation to manage this, which, currently, local authorities won't be a part of. The local authorities in the affected area, South Cambridgeshire, Cambridge City and the County Council are still fighting to stay 'at the table', if this does progress.

The 4 days week at SCDC has completed it's trial and the results are to be analysed by Cambridge University Business School, in the meantime it will continue under this work pattern.

The PC asked JB about the Rural Prosperity Fund which was on the recent report, to see if this could help with the purchase of a Church Hand rail covered in point 11d. It would be suitable but the applications closed 6th May but it will be open again later on the year. The PC or Church could apply for this fund but suggested it may be more successful if the parish council makes the application when open later in the year

8. FINANCIAL ACCOUNTS

i) **23/24 Annual Governance and Accounting Review**

NOTED: the previously circulated AGAR Form 2 required for Parish Councils with gross income or expenditure less than £25,000 claiming exemption from a limited Assurance Review by the external auditor

RESOLVED

- to approve the Chair and Responsible Financial Officer signing the Certificate of Exemption, page 3 of AGAR Form 2
- to receive and note the completed Internal Audit Report, page 4 - AGAR Form 2
- to approve the Chair and Clerk signing the Annual Governance Statement, page 5 - AGAR Form 2
- to approve the Chair and RFO signing the Accounting Statements, page 6 – AGAR Form 2
- to note the previously circulated Analysis of Variances, Bank reconciliation

REPORTED : The Certificate of Exemption (page 3) will be sent to the External auditor by the deadline 010724. The Notice of Public Rights and notes, AGAR page 3-6, Bank Reconciliation and Analysis of Variances will be publicised on the website in accordance with the regulations.

ACTION CLERK

ii) **Financial Accounts**

REPORTED: that the balance of £18978.02 in the Treasurer's Account at 3rd May 2024.

REPORTED: The following payments/receipts were made since the last meeting

J Pledger Audit 2023	60.00
CAPALC Affiliation Fee	234.94
Lawnmower Purchase	2683.00
South Cambs DC Precept Received	12000.00
VAT Refund 23 24 Received	233.51

REPORTED: Following expenses were approved for payment

SSE Apr 24 charge - 26/04/24 DD	14.06
Shudy Camps Church – meeting costs (2022 to 11/4/24)	460.00

REPORTED : the balances of £8 in the Social Club Account and £8794.35 in the s106 account on 3rd May 2024

The parish council also discussed how the funds in the s106 account could be used before the deadline in 2025.

It is understood that it may be used to cover points below 11c & 11d and possibly help with some work needed on the local footpaths in the village. The clerk will look into when the funds need to be used by and the guidelines around it's usage.

9. **Standing Orders, Code of Conduct and Financial Regulations**

RESOLVED: that the previously circulated and updated Standing Orders, Code of Conduct and Financial Regulations for the Council be adopted and reviewed at the 2025 Annual Meeting of the Parish Council.

10. **PLANNING MATTERS**

- i) 23/02626/CONDB : Bangs Close, Shudy Camps – Refuse to discharge conditions
- ii) 24/01171/FUL : Grange Farm, Mill Green – Demolition of 2 outbuildings and the erection of a replacement outbuilding.
The SCPC stance on the application is Neutral and no comments for this application
- iii) 24/01147/FUL : Nosterfield End Farm, Nosterfield End – New vehicular access, farm access and associated works
The SCPC stance on the application is an 'Objection'
The major concern for the new drive is the additional surface water on the hard surface and where this will go and also the restriction of flow within the ditch.
The area is shown as low risk for flooding which we believe is incorrect, the clerk will provide photos to evidence the recent flooding.
Flooding is a regular occurrence on the is stretch of road and it currently being investigate by the Highways dept. who is liaising with the land owner with measurers to elevate this ongoing issue
- iv) 23/03890/CONDA : Land at the rear of 8 Parkway, Shudy Camps – Submission of details required by conditions – information only

11. **HIGHWAYS AND RELATED MATTERS**

- Jubilee Green
SP asked for an update prior to the meeting, the response was that it is expected to take a further year as there are 2 others applications in front of Shudy Camps.

- Flooding Nosterfield End
After the last meeting the clerk contacted HB with regards the issue raise by Mr Bromley of Nosterfield End making sure his drainage issue is also included in future work.

The ditch has been dug out near the Farm Entrance but nothing further as this time.

- Telephone Box : Main Street Maintenance including painting

Since the last meeting it has been confirmed by UK Power that there is no power to the Main Street Phone Box so it will not be able to house a Defib unit.

The interior of the phone box has been recently been tidied up with the help of 2 local ladies. It has been noted that the exterior is needing some attention and needs to be painted. SP will contact a local trade person to see what the cost would roughly be.

- Church Railing / Meeting costs for 24/25

The church has approached the PC in respect of installing a hand rail beside the path leading up to the church gate. JM the church warden is looking into who owns the land to make sure it has the rights to install the rail.

It was agreed in principle that PC will help or finance it wholly. AW from the Church will obtain quotes and come back to the parish council.

The church has also notified the PC that the hire of the church for the PC meeting will increase to £30 from 1st May 2024. It will also invoice the PC in Mar 25 and review the charge at this time.

12. **DATE OF NEXT MEETING** - Thursday 13th June 2024 7.30 pm

13. **MEETING ATTENDED/FORTHCOMING AND TRAINING ATTENDED**

"Unlocking the Potential of Your Parish: How the Planning Team Can Support You as a Parish Clerk." – Wed 17th April at Cambourne Chambers : Clerk attended

There being no further business, the meeting concluded at 20.52 pm