

# Haslingfield Parish Council (“HPC”) Meeting – Agenda

## Monday 14 October 2024

All members of the Council are hereby summoned to attend a meeting of **Haslingfield Parish Council** on Monday 14 October 2024 in the **Village Hall** at 7.30pm, for the purposes of transacting the following business. **Members of the Public and Press** are also invited to attend.

*L Jackson* Haslingfield Parish Clerk

9 October 2024

### Agenda:

- 24-27 Apologies:** To receive apologies for absence
- 24-28 Declarations of interest:** To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item
- 24-29 Public Forum:** To allow members of the Public to raise any matters of interest (15 mins)
- 24-30 Minutes:** To confirm as correct the minutes of the meeting of 09/09/2024
- 24-31 External Reports:**
- a. To receive the County Councillor’s report (MK)
  - b. To receive the District Councillor’s report (LR)
- 24-32 Planning Applications and Decisions:**
- a. Notification of the outcome of Planning Decision by SCDC:  
24/01821/FUL - Land North Of Lesanna Farm Cantelupe Road, Haslingfield – Granted  
24/02833/HFUL - 8 Trinity Close, Haslingfield - Granted
  - b. Notification of new Planning Applications:  
24/03418/PRIOR - 1 River Lane, Haslingfield - Change of use of existing commercial workshop (use Class E) to a residential dwelling (use class C3)  
24/03633/HFUL - 32 Chestnut Close, Haslingfield - Demolition of existing workshop and conservatory replaced with a single storey side and rear extension  
24/03707/LBC - 2 Quarry Lane, Haslingfield - Retrospective planning permission for the construction of 3no timber bases for a proposed 1no garden shed and 2no mobile shepherds huts ancillary to the main dwellinghouse
- 24-33 Melbourn and District Warden Scheme:** To discuss the Scheme and welcome Jose Hales from the Scheme
- 24-34 Scarecrow Festival:** To discuss helping the scarecrow team
- 24-35 Haslingfield and Harlton Eco Group:** To receive an update
- 24-36 Working Groups:** To receive updates
- a. Consultations: to consider completing the Highways and Streetlighting stakeholder surveys
  - b. Wellhouse Meadow
  - c. EWR
  - d. Neighbourhood Plan: to receive update; to receive confirmation of Locality grant and agree a budget increase for NP

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- 24-37 Tree management:** To receive an update and consider a budget for replacing trees
- 24-38 Playground Surface:** To discuss the repair of the playground surface
- 24-39 Skatepark signs:** To consider a directional sign at the Porker’s Lane/High Street junction and a what.three.words sign in the skatepark
- 24-40 Fence on Recreation Ground:** To discuss the Colts’ request to install a fence on the High Street edge of the Recreation Ground
- 24-41 Pumping station:** To review the status of the pumping station
- 24-42 Sewage works:** To receive a report from a meeting with Anglian Water regarding the sewage work
- 24-43 Water testing:** To receive an update on the river water testing
- 24-44 River Lane:** To receive an update on the repair of River Lane from Anglian Water
- 24-45 Groundworks contract:** To discuss the draft Invitation to Tender for groundworks contract
- 24-46 Asset of Community Value:** To consider applying for Asset of Community Value status on the café and/or the former Church Street store
- 24-47 Parking and traffic concerns:** To discuss concerns from residents
- 24-48 75 bus:** To discuss concerns about the 75 bus
- 24-49 Greenway:** To receive an update on the Greenway
- 24-50 Telephone box:** To discuss options to repair the telephone box
- 24-51 Connections Bus:** To consider the increase in charges from April 2025
- 24-52 E-waste bin:** To receive an update on the e-waste bin
- 24-53 Remembrance Sunday:** To consider purchasing a wreath
- 24-54 Christmas Tree:** To discuss purchasing a Christmas tree for the village green
- 24-55 Meeting with Liz Watts, CEO, SCDC:** To receive a report of a meeting between the Clerk, Cllr Hales and Liz Watts
- 24-56 Flu clinic:** To consider paying the booking fee for the flu clinic at the Village Hall
- 24-57 Policies:** To consider the draft policies
  - a. To discuss the draft Memorial policy
  - b. To review the Safeguarding policy and confirm the councillors will abide by it
  - c. To review the Email Contact Privacy Notice
- 24-58 Clerk’s Report:** To receive the Clerk’s Report
- 24-59 Finance**

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- a. To receive the external auditor’s report (AGAR Section 3)
- b. To receive the quarterly financial update and bank reconciliation
- c. To resolve to pay outstanding accounts

|                       |                             |                     |
|-----------------------|-----------------------------|---------------------|
| • HMRC                | Tax and NI                  | £369.12             |
| • Staff               | Salaries                    | £2,388.42           |
| • Staff               | Home expenses               | £52.00              |
| • Lise Jackson        | Mileage                     | £12.33              |
| • Betongpark          | Final payment for skatepark | £3,300.00 (inc VAT) |
| • Community Heartbeat | Defibrillator               | £2,904.00 (inc VAT) |
| • Herts & Cambs       | Grass cutting               | £180.00 (inc VAT)   |
| • Herts & Cambs       | Weed killing                | £660.00 (inc VAT)   |
| • PKF Littlejohn      | External audit              | £756.00 (inc VAT)   |
| • SLCC                | Clerk training              | £144.00 (inc VAT)   |
| • Viking              | Stationery                  | £182.46 (inc VAT)   |

*Invoices received after the agenda has been posted and before the meeting can be considered for payment.*

- 24-60 Admission to Meetings:** To resolve that in accordance with **Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960** and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting
- 24-61 Personnel:** To discuss personnel matters
- 24-62 Admission to Meetings:** To resolve that the confidential business having been concluded, the Press and Public be readmitted to the meeting

Date of next monthly meeting: Monday 11 November 2024 in the **Methodist Church** at 7.30pm