



## **Draft Minutes – Full PC Meeting**

Draft minutes of the Full Parish Council held on Monday 8<sup>th</sup> January 2024 at 7.00pm at The Village Barn, Eastern Way, Heath & Reach

Signed – S D Grierson-Hill

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**01.24.0 INTRODUCTION:**

- a) Meeting attendees: *Cllrs. Fitzpatrick, Boyden, Inns, Bevan, Smith & Loomes*
- b) Apologies for absence: *None*
- c) Absentees: *None*

**01.24.1 DECLARATIONS OF INTEREST:** *None*

**01.24.2 APPROVAL OF PARISH COUNCIL/COMMITTEE MINUTES:**

- a) Approval of full Parish Council minutes for December 2023 – *Approved & signed by Cllr Fitzpatrick*
- b) Approval of Cemetery Committee minutes for December 2023 – *Approved & signed by Cllr Fitzpatrick*
- c) Approval of Sports & Recreation Committee minutes for December 2023 - *Approved & signed by Cllr Fitzpatrick*

**01.24.3 PUBLIC FORUM** – members of the public have a cumulative 15 minutes to address the Parish Council. No resolutions other than those on the agenda can be resolved from items raised in the public forum.  
*2 members of the public present.*  
*MOP 1 spoke about the raised tables at Emu Close and concern that some residents are not aware of why this work is necessary and what is involved. Clerk to email CBC to request information in the form of a flyer/ leaflet to distribute to local residents.*  
*Mop 2 present as prospective new PC member.*

**01.24.4 PARISH COUNCIL REPORTS:**

- a) *CBC Councillor Mark Versallion report: Cllr. Versallion did not attend but sent text message to Clerk to say he continues to chase CBC regarding traffic calming.*
- b) **Clerks report:** *PC received by email.*

**01.24.5 MATTERS ARISING** (for info only):

- a) Neighbourhood plan update: Jane Hubbard from CBC Neighbourhood planning to attend – *Due to injury Jane could not attend, pushed back to February's meeting.*
- b) Traffic Calming update: *Email from CBC Head of Highways. Cables have been removed from crossing area and relocated. This data will be looked at along with data from 2022. Cllr Boyden has already objected to this data due to multiple roadworks going on at the time, not a true representation. Clerk to respond back to CBC and ask where data cables have been moved to, more suitable place could be along Woburn Road.*
- c) Speed watch update: *Some volunteers have stepped down, request new volunteers to contact Cllr. Boyden.*



## 01.24.6

### **Planning & Environment:**

a) UPDATE ONLY - CB/23/03674/LB – 8 Lanes end (listed building) – Replacement of three windows to southeast elevation. New double-glazed units to ground floor southwest elevation.

*Clerk contacted Planning Department following last months meeting concerned that this property is a listed building in a conservation area. CBC confirmed they are in consultation with Conservation Team. Following email response from PC, Clerk notified CBC Planning of the following. As long as decision is in line with conservation and Listed Building recommendations PC have no comment to make.*

b) CB/23/03858/FULL – 21 Reach Lane, Installation of front & rear solar panels and associated battery and inverter units. – **NO COMMENT**

Any planning applications received between the published agenda and the meeting date will be included during the meeting.

## 01.24.7

### **MATTERS FOR DISCUSSION & RESOLUTION (where possible):**

- a) To consider & co-opt new applicant as Councillor (This item may be held in private session and may be moved to end of PC meeting at the discretion of the Chairman) – *MOP 2 left room whilst vote was cast. Unanimous decision. MOP 2 was invited back into room and invited to take a seat at the table as a newly elected member of the Parish Council – IT WAS AGREED*
- b) CPRE Planning training – Cllr. Loomes to attend, PC to cover cost of £30.00 – **IT WAS AGREED**
- c) Woburn Road - no waiting zone – *CBC are to implement a no waiting zone from the south side of dropped kerb by Thomas Street to the north side of next dropped kerb heading north. It is assumed this is to help with access in and out of Thomas Street therefore the PC have no objection – IT WAS AGREED.*
- d) Lack of communication with Ward Councillor – *It was noted that Cllr. Versallion has made minimal contact. Cllr. Fitzpatrick requested a meet with Cllr. V to discuss Thrift Road and gave a 3-week window of availability. Response was received to say that he had discussed this before with PC but no response to meeting up. Cllr Fitzpatrick further requested a meet, Cll.V replied but not within time period so did not go ahead. Cllr. F hoping to arrange a new date. Andrew Selous has been made aware of situation and has agreed to visit Village to discuss with PC issues within Village that are not being addressed.*
- e) Thrift Road parking – *Nothing further to note.*
- f) To agree budget and precept for 24/25 – *Accounts presented to PC after being prepared at Finance Committee meeting in December. Precept cost to H & R residents will not increase in 24/25 – IT WAS AGREED*
- g) Policy review:
  - i) Headstone testing policy – *Reviewed and satisfactory – IT WAS AGREED*
  - ii) Website Management policy – *Reviewed and satisfactory. Clerk to request from Webmaster passwords for website and social media accounts – IT WAS AGREED.*



# HEATH & REACH PARISH COUNCIL



## 01.24.8

### FINANCIAL ADMINISTRATION:

- a) Treasurers: £ 4,562.77      Savings: £54,596.84

Savings (32 days' notice a/c) £100,356.76

- b)

#### Payments:

Reynolds Landscaping	£ 345.60
Markland Gardens	£ 605.00
Sue Grierson-Hill	£ 1222.51
HMRC	£ 398.23
Sue Grierson-Hill (expenses)	£ 6.00
Heath Village Barn	£ 18.75
Mazars	£ 426.00
Ian Marchant	£ 185.00
Community Heartbeat	£ 357.00
CPM Playgrounds	£ 234.00
Mike Smith Garden Services	£ 240.00
CPRE	£ 30.00

- c)

#### Direct debits/Standing orders:

Bri Gas (Bryants Lane)	£ 280.15
Bri Gas (Clock tower)	£ 75.25
Alan Ward	£ 43.33
Anglian Water	£ 86.00
NEST Pension	£ 34.40
Waste Managed	£ 90.00

## 01.24.9

### Any other Business:

- a) *Cllr. Loomes reported that Wellbeing Walk that started morning of the 8<sup>th</sup> January, and will run every other week was very enjoyable and quite well attended.*
- b) *Thankyou received from Nigel Strofton for donation from PC for Carols on the Green.*

## 01.24.10

### Items to go on next agenda:

## 01.24.11

### Date of next meeting:

5<sup>th</sup> February 2024

Meeting closed at: 7.33pm

*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.*