

**Minutes of the Meeting of the Full Council, Yaxley Parish Council
held in the Council Chamber, the Amenity Centre, Main Street, Yaxley
on 14th April 2015.**

Present:- Councillor K Gulson – Chairman

Councillors G Bellamy, C Bolton, R Butcher, S Howell, R Lucas, A Mullins, M Oliver, D Porteous, A Rees, M Richardson, D Stafford, J Willis and A Wood.

In attendance – H Taylor

FC210. APOLOGIES

Apologies for absence from the meeting were received and accepted on behalf of Councillors R Metcalfe (personal) and C Thorne (personal).

FC211. DECLARATION OF INTERESTS

No declarations of interest were given.

FC212. PUBLIC PARTICIPATION

Mr S Howe of the Fenland Trust drew Members' attention to the contents of an email sent by the Chairman of the Council which he felt discredited the Council and the Fenland Trust. He also referred to a meeting involving the Chairman that Shailesh Vara MP had attended and he asked if this had been a parish meeting as this was the impression Shailesh had been given. In response to which the Chairman explained that the meeting had been one arranged by a resident as part of a series of walks and was not a Parish Council meeting. With regard to the email, Members were of the opinion that they could not give the matter careful consideration given that they had not been apprised of the information it contained. Therefore Members asked that the email be tabled at their next meeting. At the same time, Members referred to the procedure adopted by the Council to deal with such complaints and suggested that Mr Howe may prefer to raise any future matters this way.

FC213. MINUTES

Councillor R Bellamy proposed approval of the minutes of the meeting of the Council held 10th March 2015. This was seconded by Councillor A Rees and unanimously **RESOLVED.**

FC214. COMMITTEE REPORTS

FC214.1 PLANNING COMMITTEE

Members received and noted the draft Minutes of the Planning Committee held on 10th and 24th March 2015.

FC214.2 PROPERTY COMMITTEE

The draft Minutes of the meeting of the Property Committee held on 17th March 2015 were received and accepted.

FC214.3 PERSONNEL COMMITTEE

The draft Minutes of the meeting of the Personnel Committee held on 17th March 2015 were received and accepted.

FC214.4 COMMUNITY FACILITIES COMMITTEE

Members received and accepted the draft Minutes of the Communities Facilities Committee held on 24th February 2015 subject to the inclusion of Councillor Richardson in the list of attendees.

FC215. POLICIES AND PROCEDURES

FC215.1 FINANCIAL REGULATIONS, MANAGEMENT OF RECORDS POLICY AND PUBLICATION SCHEME

Councillor Wood proposed that the Financial Regulations, Management of Records Policy and Publication Scheme as reviewed by the Policy and Procedure Working Party be adopted. This was seconded by Councillor Butcher and **RESOLVED**.

FC215.2 STANDING ORDERS

An amendment to the Council's Standing Orders (a copy of which is appended in the Minute Book) to reflect the new legal requirement of the Openness of Local Government Bodies Regulations 2014 was proposed by Councillor A Wood for adoption. This was seconded by Councillor Rees and **RESOLVED**.

FC215.3 CONFLICT OF INTEREST POLICY

In proposing that a Conflict of Interest Policy (a copy of which is appended in the Minute Book) be adopted Councillor Richardson reminded Councillors of their duty to respect the confidentiality of the information they receive as a Member by not disclosing confidential information to third parties (Clause 2.6). The adoption of the Policy was seconded by Councillor Butcher and **RESOLVED**.

FC215.4 TREE POLICY

Councillor Richardson proposed that the Tree Policy as reviewed by the Tree Policy Party be adopted. This was seconded by Councillor Howell and unanimously **RESOLVED**.

FC216. LOCAL GOVERNMENT TRANSPARENCY CODE

By way of a report by the Clerk (a copy of which is appended in the Minute Book) Members were apprised of the implications for the Council of the Local Government Transparency Code which requires certain information to be published on the website. In view of the high level of detailed information required in a short timeframe, Councillor Butcher proposed that the Council waits to see how other authorities respond to the Code before undertaking any work. This was seconded by Councillor Oliver and **RESOLVED** unanimously.

FC217. CCTV – SERVICE LEVEL AGREEMENT

Members' attention was drawn to the contents of a new Service Level Agreement between Huntingdonshire District Council and Yaxley Parish Council for the provision of a CCTV camera at Middletons Recreation Ground up to March 2020 (a copy of the Agreement is appended in the Minute Book). Having discussed the number of incidents picked up since the scheme started, the cost per annum and alternative options, Councillor Butcher proposed that the Agreement not be renewed and that the Council look to install their own cameras to cover the Council premises, to be funded from the savings made. This was seconded by Councillor Rees and unanimously **RESOLVED**.

FC218. SCOUT AND GUIDES LEASE - LAND AT THE GREAT DROVE YAXLEY – GAULT PARK

Members received an update from the Clerk on progress of the lease between the Parish Council and the Scout Association Trust Corporate for land at Gault Park. It was reported that the matter was now with Buckles Solicitors who would be preparing the final version of the lease for signing by the Guide and Scout Association.

FC219. LICENCE FOR MOBILE CLASSROOM AT YAXLEY RECREATION GROUND MIDDLETONS ROAD, YAXLEY

Following on from Minute No FC153/14, Members considered the responses received from Cambridgeshire County Council on the questions asked of them relating to the Youth Centre Classroom. In so doing, Members referred to the condition of the outside of the building and asked that this be raised with the County Council again. Having also agreed to a 3 year lease to reflect the planning permission for the building, Councillor Butcher proposed that the Clerk approaches the County Council to draw up an updated lease. This was seconded by Councillor Rees and **RESOLVED** unanimously.

FC220. POLICE MATTERS

Sergeant Murphy of Cambridgeshire Constabulary drew attention to the number of reported crimes for the area during 1st April 2014 to 31st March 2015 compared to the same period in the previous year. Members were pleased to note that reported crime had reduced by 17%.

In response to a question relating to the problem of lorries using alternative undesignated routes to access local factories, Sergeant Murphy suggested that the name of the offending transport companies be forwarded to him and he would take the problem up with the Traffic Commissioner for the area.

Members agreed also to promote the use of Neighbourhood alerts and would invest the cost of undertaking a property marking scheme.

(Following this item at 8.20pm Councillor Richardson left the meeting).

FC221. PROVISION FOR BAD DEBTS

With the aid of an updated report by the Finance Officer (a copy of which is appended in the Minute Book), Members were advised of the background to and a suggested course of action to deal with outstanding debts. Having thanked the Finance Officer for her efforts in collecting the debts, Councillor Butcher proposed that a sum of £376.00 be written off as bad debts and provision for bad debts amounting to £384.00 be approved. This was seconded by Councillor Bolton and **RESOLVED** with Councillor Rees voting against.

FC222. BANK RECONCILIATION STATEMENT

In receiving the Bank Reconciliation Statement as at 31st March 2015 (a copy of which is appended in the Minute Book) Councillor Porteous proposed its approval by Council. This was seconded by Councillor Howell and unanimously **RESOLVED**.

FC223. ORDERS FOR PAYMENT

The schedule of payments made since the previous meeting, which included details of the purchase ledger cheques requiring payment, (a copy of which is appended in the Minute Book) was proposed by Councillor Howe, seconded by Councillor Porteous and **RESOLVED** by a unanimous vote to be paid.

FC224. REPORTS FROM REPRESENTATIVES

Members received updates from representatives including a County Council highway issue with graffiti on the bridge at Askews Lane.

Meeting closed at 8.35pm

Signed

Chairman.