

Little Thetford Parish Council

Chairman: Cllr C Mitchell

Clerk: Mrs Amy Jacklin, c/o Little Thetford Village Hall, The Wyches, Little Thetford CB6 3HG

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Minutes of the Full Council Meeting held on Wednesday 12th October 2022 at 7.30pm

Attendees: Cllr C Mitchell, Cllr Olibhe Collins- Neat, Cllr Phil Hadley and Cllr Ian Driver

Clerk: Amy Jacklin

Members of the public- 2

Start Time 7.30pm

22/38 Chairman Welcome

The chair welcomes everybody to the meeting.

22/39 To receive and accept apologies for absence.

Cllr Dan Peacock

Cllr Tracey Durham

22/40 Councillor's Declarations of Interest

Cllr Collins- Neat will not comment on 22/47-3 due to the letter being from a family member.

22/41 Public and Press Participation Session

None

22/42 Approval of minutes

1. It was **proposed** by Cllr Hadley and **seconded** by Cllr Collins- Neat and **agreed** unanimously to accept the minutes from Wednesday 13th July 2022
2. Highways have been chased for an update on damaged road sign on the A10. Footpath repairs will take place on New Close Road and the Wyches. Signage for the MUGA has been given to Cllr Driver to install.
3. No comments or questions.

22/43 The Village Hall

Two village hall trustees attended to provide the Parish Council with an up-date on the village hall building, forthcoming events / activities and progress that has been made on the community shop.

Village Hall Building

In spring of this year, the trustees appointed a local surveyor to produce a report that examined the structure of the building, sent this to Richard Walker. The principal findings were that in broad terms the building is structurally sound except for subsidence around the external storage sheds and some damp / infestation issues in two distinct areas of the hall under the steps leading to the stage and by the old chimney stack that is no longer used.

The subsidence of the shed is causing the trustees the greatest concern, not because it is in danger of falling down but because the sheds incorporate the oil tank that provides heating and hot water for the entire building. The village hall insurers have accepted liability for the rectification works that will be required to reinstate or underpin the storage sheds. To support that the trustees have commissioned works involving the removal and pruning of several trees near the building line.

The position with the oil tank is unfortunately far more complex but the trustees have taken the past few months to explore alternative options to supply heating and hot water to the premises. They have decided to apply for a Community Infrastructure Grant from East Cambridgeshire District Council (ECDC) for a range of work associated with moving to a fully electrical building to manage the current challenges and to future-proof the building for further development

. In summary the submitted bid can be broken down into the following areas:

- Moving to three phase electrical supply that will make the building safer and enable future installations such as EV charging points and the community shop
- Providing 32 solar panels with 2 batteries on the angled roof away from the car park side
- Decommissioning the current water tank, oil tank, boiler, and hot water system
- Installing a combined heating / air conditioning system around the hall, to include a new hot water tank that can work with solar power
- Changing one of the consumer units with one that meets modern requirements and is expanded to consider the new power demands

The grant application totals £70,000 and there is a requirement that we provide a minimum of 10% of project cost. That would basically wipe out all village hall reserves and therefore, if successful, the trustees would approach the Parish

Council and FEAST Committee for substantial support towards this cost as the village hall is the main community infrastructure premises in Little Thetford. It was stressed that this would be subject to a separate application in due course.

Forthcoming events and activities

The village hall trustees have been working to establish links with local groups to enhance the activities that will be made available to villagers:

Forever Active is a Cambridge-based charity that focusses on providing the over-50s with opportunities to exercise to improve their fitness, independence, and ability to live at home. The first class will be Strength and Balance starting on about Tuesday 15 November from 1000 to 1100. In the New Year the plan is to start a second class of Exercise to Music and, potentially, in the spring, walking netball.

The trustees are looking to start a film club to include the possibility of Live Theatre because of their new partnership with a long-established East Anglian charity based out of Norwich called Creative Arts East. The trustees hope to show at least one film and one live act before Christmas.

The trustees are delighted to report that they have been selected by ACRE and ECDC to be one of a network of Warm Hubs for the coming 6 months. This will supplement the Coffee, Cake, and Conversation pop-up cafe on Mondays. The Warm Hub provides a safe space for anyone to come along to socialise with others and simple activities and light refreshments will be available. The Warm Hub will open on Mondays and Thursdays from 1000 to 1300 each week and will be fully volunteer run and lead.

On Saturday 20th November the trustees are planning to hold a 'Deck the Halls' event to enable the community to help decorate the village hall for the Christmas period, with music and light refreshments being made available.

Community shop

The trustees again thank the Parish Council for the grant towards the cost of early-stage planning for the proposed community shop. We are now members of the Plunkett Foundation who provide professional advice and assistance. Our intention is to form a Community Benefits Society which will run the shop / cafe as a joint enterprise. There are still ongoing discussions on how this will relate to the village hall trust, and in part that relationship is dependent on the final decision made by the community on the precise location of the new venture. We are working towards a village meeting on the evening of Friday 18th November. At the meeting there will be a short presentation from the Plunkett business adviser on the process of developing a community shop. Our architect will then outline two options of possible ways to develop a cafe / shop premises. One option is an extension to the current building incorporating the current site of the storage sheds, whilst the second option is a separate, detached building around the village hall site. We are working up a business plan as part of an investment strategy using the Plunkett template.

We have launched a competition for a logo for the new venture, and it is our intention to announce the winner (s) at the meeting on 18th November. Community engagement has been undertaken through surveys and meetings, with about one third of people responding. The outline operating premise is to open 8am to 6pm, Monday to Saturday, creating a permanent social hub for the village that is integrated with other village groups. The emphasis will be on environmental sensitivity, green energy, and low food miles.

22/44 To receive County Councillor & District Councillor Reports.

None

22/45 Finance Matters

1. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Hadley and **agreed** by unanimous vote to agree the financial situation for July, August, and September.
2. It was **proposed** by Cllr Driver and **seconded** by Cllr Collins-Neat and **agreed** by unanimous vote for the October's invoices to be paid shown at the bottom of the agenda.
The clerk also advised that a further invoice will be added for the installation of the noticeboards, a copy of this invoice had been sent to councillors prior to the meeting.

22/46 Planning Applications

1. **22/00898/FUL-** It was **proposed** by Cllr Mitchell and **seconded** by Cllr Hadley and **agreed** by unanimous vote to **support** this application.
2. **22/01104/FUL-** It was **proposed** by Cllr Mitchell and **seconded** by Cllr Hadley and **agreed** by unanimous vote to **support** this application.

22/47 Council Administration Matters

1. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Hadley and **agreed** by unanimous vote to agree to giving Little Thetford Eagles permission to put a plastic sign with their logo on, onto the fence outside the football field. The clerk was asked to question the size of the proposed sign with the secretary of Little Thetford Eagles.
2. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Hadley and **agreed** by unanimous vote to cancel the subscription with Pear Technology.

3. A letter from a member of the public was received regarding the Little Thetford Community Land Trust. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Driver and **agreed** by unanimous vote that the Parish Council would not act on the content of the letter and that the Parish Council would remain neutral.
4. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Driver and **agreed** by unanimous vote that the quotation from 'The Village People' would be accepted to refurbish the village sign. The Village People are the original company used to design and produce the sign. The clerk advised CIL monies could be used to pay for this work.
5. It was **proposed** by Cllr Collins- Neat and **seconded** by Cllr Driver and **agreed** by unanimous vote that the material (Topsoil and grass seed) to complete the work in the cemetery and playpark could be ordered. Five tons of topsoil and one 20kg bag of grass seed has been agreed by council. The clerk is to advise the villagers of works as well as plans to partly close the playpark in order for these works to be successful.
6. The new noticeboards are now in place within the village. One lock is faulty on the village noticeboard the clerk will get this sorted as soon as possible. Thanks to John Skipper for putting these into place so swiftly.
7. After a discussion about the safety of the pond in the conservation area it was agreed that the pond should stay assessable for all to enjoy. Safety signage is very important, and it was agreed for Cllr Hadley to complete a specific risk assessment for this area and report back to council with his findings.
8. Cllr Hadley has agreed to carry out the village risk assessments for October.
9. It was **proposed** by Cllr Collins- Neat and **seconded** by Cllr Driver and **agreed** by unanimous vote to accept 'Safety Play' quotation for our quarterly inspection of the playpark.
10. The clerk shared findings with councillors. It was agreed to publish the report on the Parish Councils website.
11. The clerk shared the open vacancy Little Thetford Parish Council has for a councillor. It was agreed to re-advertise the position on social media and the noticeboard.

22/48 Motion to exclude

1. It was **agreed** to accept the clerks request to form a pension with Little Thetford Parish Council.

22/49 Date of Next Meeting

Wednesday 9th November 2022

Wave			Cemetery Water	£	5.00		£	5.00	
Three	\P1176277684		Mobile Phone Charges	£	8.33	£	1.67	£	10.00
RBL Poppy Appeal	D29257	20-Sep-22	Wreath	£	20.00			£	20.00
Red Shoes	9408	21/09/2022	Quartely accounting fees	£	46.80			£	46.80
PKF Littlejohn	SB2022641	23-Sep-22	External audit service	£	200.00	£	40.00	£	240.00
Cartridge Save		29-Sep-22	Ink Cartridge	£	19.99	£	4.00	£	23.99
John Skipper	08/07/1901	03-Oct-22	Village Maintenance	£	735.50			£	735.50
John Skipper	11	10-Oct-22	Installation of noticeboards	£	785.00			£	785.00
Microsoft		10-Oct-22	Microsoft 360	£	59.99			£	59.99
Mrs Amy Jacklin	1022	20/10/2022	Clerk Salary	£	607.86			£	607.86
Viking	8221954	11/10/2023	Stationary	£	27.31	£	2.85	£	30.16

End meeting 8.46pm.

Signed.....

Dated.....

