



Lode Parish Council

rob.small@lode-pc.gov.uk www.lode.org.uk

Chair: Cllr Rob Small **Vice Chair:** Cllr Fran Platten **Parish Clerk:** vacant

Notice of Meeting: Parish Council Annual Meeting
Time: 7:30pm
Date: 14 November 2022
Venue: Fassage Hall

To All Members of the Council

You are hereby summoned to attend the Annual Meeting of Lode Parish Council for the purpose of transacting the business as set out below.

Members: 4 Vacancy: 3 Quorum: 3

In order to reduce the length of meetings it would be appreciated if you would contact the Clerk before the meeting if you have any queries or need further information.
Any Member who is unable to attend the meeting should send their apologies before the meeting.
The meeting is open to the public (including the press). Information and papers will be posted on the website on Friday 6 May. Standing Orders set meetings to not exceed 1.5 hours.

Rob Small – Chair
8 November 2022

1. CHAIRMAN'S WELCOME

2. APOLOGIES FOR ABSENCE

3. COUNCILLORS' DECLARATIONS OF INTEREST

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

4. PUBLIC PARTICIPATION SESSION (15 min)

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- All Parishioners wishing to speak and who are on the Electoral Register, must make their name known to the Clerk prior to commencement of the meeting with a maximum of three people to speak. Limited to 5 minutes per person, 15 minutes in total. Large groups must decide on a spokesperson representative.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

5. APPROVAL OF MINUTES

- a) To approve the minutes from the meeting held on 10 October 2022 (Attachment 1)
- b) Chair's Report – see *Information Sheet circulated prior to meeting*

6. FINANCE MATTERS

- a) To consider and approve invoices for payment as included in the list at the end of the agenda
- b) To agree schedule for the development of the 2022/23 budget prior to the East Cambridgeshire District Council Precept requirement deadline of 16/1/23

7. PLANNING MATTERS

Planning Matters for comment

22/01240/FUL | Proposed conservatory | 79 Lode Road Lode Cambridge CB25 9ET

Planning Matters for information

22/00808/FUL | Installation of external wall insulation with a silicone render finish to front and side walls of property | Status: Permitted

8. COUNTY COUNCIL MATTERS

- a) To receive the County Councillor's Report

9. DISTRICT COUNCIL MATTERS

- a) To receive the report from the District Councillors

10. COUNCIL ADMINISTRATION MATTERS

- a) To receive an update on the recruitment of the Parish Clerk
- b) To update on the theft of Parish Council mowing machinery and insurance claim

11. ENVIRONMENTAL AND OPEN SPACE MATTERS

- a) To receive an update on the playground safety surface and options for new equipment
- b) To discuss allotment water management and agree date for meeting with ploholders
- c) To agree approach to engage with Cambridgeshire County Council regarding the deterioration of Fen Road
- d) To discuss the Cambridgeshire County Council HGV Covenant and agree if additional hauliers should be approached for committing to the scheme

12. COMMUNITY MATTERS

- a) To receive an update from the Passage Hall Management Committee
- b) To receive an update from the AtoB group on the new 11 bus operated by Stephensons of Essex.

13. CORRESPONDENCE (for information only)

- a) Summary of emails forwarded to Cllrs and any letters (see Information Sheet)

14. COMMUNICATIONS

- a) To agree author of PC update for December Lodestar

15. ITEMS FOR NEXT AGENDA

- a) To receive suggestions from Cllrs for inclusion in the Agenda for the meeting of 12 December 2022

DATE OF NEXT MEETING: 12 December 2022

Any business to be considered at the Parish Council meeting must be delivered to the Chair for inclusion on the agenda at least 7 days prior to the meeting.

Appendix 1: Accounts for Payment (November 2022)

K Peck	Salary & PAYE (October)	£412.50	Local Govt Act 1972 s111
W Jaggard	Cemetery & Paths	£183.78	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Fuel	£6.53	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Tyre for lawnmower	£32.40	Open Spaces Act 1906 ss 9 & 10
Scribe	Accounting Software Annual Subscription	£288+VAT	Local Govt Act 1972 s111
Red Shoes	Payroll Services	£12+VAT	Local Govt Act 1972 s111
Parish Online	Annual subscription to Parish mapping services	£80+VAT	Local Govt Act 1972 s111
East Cambs Trading Company	Mowing of Cycle Path (within Parish bounds) and Recreation Ground	183.70+VAT	Open Spaces Act 1906 ss 9 & 10
East Cambs Trading Company	Mowing verges and play area	308.61+VAT	Open Spaces Act 1906 ss 9 & 10



Lode Parish Council

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Chair: Cllr Rob Small **Vice Chair:** Cllr Fran Platten **Parish Clerk:** Karen Peck

Notice of Meeting: Parish Council Annual Meeting

Time: 7:30pm

Date: 10 October 2022

Venue: Fassage Hall

To All Members of the Council

You are hereby summoned to attend the Annual Meeting of Lode Parish Council for the purpose of transacting the business as set out below.

Members: 4 Vacancy: 3 Quorum: 3

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Any Member who is unable to attend the meeting should send their apologies before the meeting.

Standing Orders set meetings to not exceed 1.5 hours.

MINUTES

Present: Rob Small (RS), Fran Platten (FP), Meleena Walsh (MW), Christina Ferdinando (CF), County Councillor Alan Sharp (AS), District Councillor John Trapp (JT) and 1 Member of the public

1. CHAIRMAN'S WELCOME

RS welcomed those present to the meeting

2. APOLOGIES FOR ABSENCE

No apologies were given

3. COUNCILLORS' DECLARATIONS OF INTEREST

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

There were no declarations made

4. PUBLIC PARTICIPATION SESSION (15 min)

There were no items from the public

5. APPROVAL OF MINUTES

- a) To approve the minutes from the meeting held on 11 July 2022 (Attachment 1)

RS proposed, FP seconded to approve the minutes of 11th July 2022 as a true and accurate record of the meeting. Motion carried

b) Chair's Report – *see Information Sheet circulated prior to meeting*

RS noted the LHI proposal plan had been received and locations are incorrect. Clerk to notify highways of the error and the plan is to be circulated within the community (parish website and noticeboard) it was felt the properties effected should receive additional communication of the works

6. FINANCE MATTERS

a) To consider and approve invoices for payment as included in the list at the end of the agenda

Accounts for Payment (September 2022)

J E Giles	Salary & PAYE (August)	£412.39	Local Govt Act 1972 s111
W Jaggard	Cemetery, Paths & Play Area	£183.78	Open Spaces Act 1906 ss 9 & 10
Jones DIY – reimburse Cllr Platten	Cable ties	£5.49	Open Spaces Act 1906 ss 9 & 10
Eastern Tree Surgery	Tree Survey (pd 29/8/22 om authority of Cllrs Small & Platten)	£854.31+VAT	Open Spaces Act 1906 ss 9 & 10
UK2.net	Fassage Hall email – renewed by cd 2/9/22	£7.08+VAT	Local Govt Act 1972 s111
Smartgrass Garden Servs	Clearing nettles etc opposite Anglesey Abbey	£40.00	Open Spaces Act 1906 ss 9 & 10
Smartgrass Garden Servs	Hedge cut and tidy path to Mill Road	£60.00	Open Spaces Act 1906 ss 9 & 10
Freethought	Cyber Security (Sept)	£8.00+VAT	Local Govt Act 1972 s111
Freethought	Cyber Security (Oct)	£8.00+VAT	Local Govt Act 1972 s111
Meads – reimburse Cllr Small	Plant hire – swift tower pole installation	£204.00	Open Spaces Act 1906 ss 9 & 10

Accounts for Payment (October 2022)

J E Giles	Salary & PAYE (August)	£125.00	Local Govt Act 1972 s111
W Jaggard	Cemetery, Paths & Play Area	£183.78	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Fuel	£9.76	Open Spaces Act 1906 ss 9 & 10
PKF Littlejohn	External Audit Fee	£300+VAT	Local Govt Act 1972 s111
EC Trading Co	Fassage Green Meadow Cut as quoted	£461.87+VAT	Open Spaces Act 1906 ss 9 & 10
Wave	Cemetery Water	£36.63	Open Spaces Act 1906 ss 9 & 10

RS proposed, FP seconded to approve the schedule of payments as circulated. Motion carried

b) To consider the adoption of 'Scribe' financial software by the Council

RS outlined the proposal, and it was agreed to accept the quotation for £288 per annum which included professional services, FP seconded, and the motion was carried. It was noted plug ins for allotments and cemeteries within scribe are available if needed in the future.

7. PLANNING MATTERS

Planning Matters for comment

22/01101/FUL - Change of use of agricultural building to equine training facility

Location: Gallys Farm Lug Fen Drove Lode Fen Lode Cambridgeshire

The Council discussed the application and had no objection the application

8. COUNTY COUNCIL MATTERS

a) To receive the County Councillor's Report

LHI process opens on 31st October and will run to 6th January 2023. AS had been contacted on various road related matters and had responded.

9. DISTRICT COUNCIL MATTERS

a) To receive the report from the District Councillors - circulated to the Council before the meeting but not forwarded to Parish Councillors. Clerk to circulate after handover.

10. COUNCIL ADMINISTRATION MATTERS

a) To receive an update on the recruitment of the Parish Clerk

The Council approved the appointment of the new Parish Clerk as Karen Peck as of 10th October 2022. Payroll arrangements will be moved to Red Shoes Accounting. Motion carried unanimously.

11. ENVIRONMENTAL AND OPEN SPACE MATTERS

a) To receive an update on the playground safety surface and options for new equipment

RS gave an overview of the current issues and outlined the £3500 CIL that could be allocated towards the project.

The Council discussed the different requirements for equipment types and the approach that would be financial sensible long term. A variety of approaches were suggested.

It was felt the Council should evaluate their approach and visit site was arranged for Friday 14th October.

To be discussed further at the next parish council meeting.

b) To receive an update on the re-establishment of the Anglesey Abbey Liaison Meetings

FP had received a request that the meetings be re-established due to the increase in activity. It was proposed the quarterly incitation be offered to help improve relations. FP to make contact

c) To receive an update on the restoration of the village sign

The sign is awaiting restoration and will be reinstated as soon as possible

d) To agree next steps for improving water supply on the Council's allotments

The Council discussed various approaches. RS to put together a draft proposal to circulate to council and allotment holders. £1500 had been earmarked for the project.

12. COMMUNITY MATTERS

a) To receive an update from the Passage Hall Management Committee

FP had circulated the minutes from the last meeting. The main item is the installation of Cambridge Fibre. The Solar Panel Roof tiles are awaiting quotation from various providers.

The new booking system "Lemon Booking" is now operational, with a stripe payment option now working. Master key and usage instructions now available for hall users. FP advised that the postcode is not showing, MW to action.

b) To receive an update from the A to B group regarding the proposed cancellation of 11 & 12 buses by Stagecoach East

The Council discussed the current issue in detail and its effects on the community in Lode. Ongoing discussions had and are taking place and all routes that are not cost effective are being assessed. AS updated the mayor has 1.7 million in revenue available to use for the 18 routes effected but it is currently felt this will not change the current demise of services. Short term answers are awaited on 19th October when the Cambridgeshire & Peterborough's Combined Authority meet to consider the results of the procurement process. A press release is due to be issued shortly. The Parish Council are keen to assist the community in any way they can and the results on 19th October will determine the future of the Lode services for the community

c) To agree a response to the Cambridgeshire County Council Transport Strategies consultation

The Parish Council had received and circulated the consultation and will respond accordingly.

13. CORRESPONDENCE (for information only)

a) Summary of emails forwarded to Cllrs and any letters (see Information Sheet)

No correspondence were noted due to a change in Clerk

14. COMMUNICATIONS

a) To agree author of PC update for November Lodestar

RS will update for November

15. ITEMS FOR NEXT AGENDA

a) To receive suggestions from Cllrs for inclusion in the agenda for the meeting of 14 November 2022

Tree Survey Results

Play Area Repairs

Heavy Vehicles Approach

DATE OF NEXT MEETING: 14 November 2022

Any business to be considered at the Parish Council meeting must be delivered to the Chair for inclusion on the agenda at least 7 days prior to the meeting.

Meeting Closed at 21.07

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Karen Peck
Clerk and RFO
Lode and Longmeadow Parish Council

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Rob Small
Chairman
Lode and Longmeadow Parish Council