

# WITCHAM PARISH COUNCIL



**CLERK:**

*Mrs S J Bell  
17 Astley Close, Sutton  
ELY, Cambs CB6 2PG  
Tel: 01353 778147*

To All Members of the Council

You are hereby summoned to attend a Meeting of the Parish Council to be held on Wednesday 8 September 2021 at 7.30 pm\* in the Village Hall, Witcham, for the purpose of transacting the following business:

MEMBERS: 6 QUORUM 3

## A G E N D A

### **Welcome from Chairman and instructions regarding risk assessment and compliance with coronavirus protection measures for this meeting**

- 21/147 To receive and accept any apologies for absence 7.30pm
- 21/148 To receive any declarations of interest  
Councillors to declare any pecuniary interests in any items on the agenda.  
Councillors to declare any personal interests in any items on the agenda.  
Councillors to declare any prejudicial interests in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- 21/149 Dispensations:  
To note any new Dispensations granted: Nil
- 21/150 Public Participation  
**To allow up to 15 minutes for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business to be transacted at this meeting. (3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f) and 3g))**
- 21/151 To approve and sign the minutes of the meetings held on 14 July 2021, and confirm agenda of same date. 7.46pm
- 21/152 Matters arising from previous minutes (for information only)
- 21/153 To receive reports from District and County Council representatives (circulated)
- 21/154 Planning Applications  
To note the following from ECDC for information only:  
18/00718 DISB Discharge of Conditions 25 Silver Street detached 2-bed: 4 CEMP;  
5 External materials; 6 foul and surface water; 10 Boundary treatments; 13 Biodiversity; Construction Environmental Management Plan  
21/01238/FUL Kings of Witcham, The Slade Certificate of Lawfulness

21/155	Public Rights of Way Review Public Rights of Way No 1: The Slade – Headleys Lane	<b>8.00pm</b>
21/156	Recreation Ground a) To receive monthly report on weekly inspections (MH) b) To receive correspondence from a resident in respect of recreation ground matters (circulated) c) Update on play refurbishment, including comments from resident, and approve next stages to progress plans, quotes and grant applications (LH/KM) d) Tree Management and Replanting Scheme – update (JB)	8.20pm
21/157	Policies To review and adopt Policies and Procedures (circulated)	8.40pm
21/158	Website To receive update report	9.00pm
21/159	Finance a) To confirm and approve receipts and payments for August (circulated) b) To approve receipts and payments for September (to follow) c) To appoint Internal Auditor for 2021/2	
21/160	Speedwatch a) To receive and consider correspondence regarding seeking volunteers for Speedwatch activities in villages (circulated) b) Report on MVAS results and further locations MH (circulated)	9.10pm
21/161	Exclusion of Press and Public To consider whether under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the special and confidential nature of the business about to be transacted at Agenda Items 21/ 162 namely staff matters it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.	
21/162	Staff Matters To receive report	9.30pm
21/163	Consultations a) Cambridgeshire and Peterborough Combined Authority OxCam Arc Spatial Framework Consultation survey b) Bus Services and Cycling/Walking routes (closes 29 October 2021)	
21/164	Street Lights and Highways a) To receive and consider letter from a resident living on Witcham Road/Mepal Road to reduce speed limit from 60mph to 40mph b) Update on replacement of broken streetlight by Sanctuary - Westway Place (Clerk)	9.45pm
21/165	Correspondence To receive and note the following, (circulated from 23.8.21): Enquiry from resident regarding responsibilities for maintaining highway verges ECDC/Cambridgeshire and Peterborough Carers - Caring Together CAPALC Natural Cambridgeshire Small Project Funding ECDC Parish and Community Forum July meeting notes ECDC Community Fund ECDC Leader of Council newsletter, including downgrading of road between Haddenham and Witcham Toll Cambridgeshire and Peterborough Combined Authority updates CCC Winter gritting volunteer scheme Pension questionnaires	<b>9.55pm</b>

IHMC Incident Report  
CCC Fostering Campaigns  
CCC Traffic Management Events - training  
Environment Agency Ouse Washes – raising the banks - August newsletter  
NALC Bulletins, newsletters and notices of events for Future Communities, Make rural housing more affordable, Level up the environment through biodiversity  
NALC Election survey  
CAPALC Bulletins and 2021 Conference  
Cambs ACRE CHESS, ECDC Home Energy  
Covid 19 updates, including vaccine hesitancy  
Communities and Partnerships Support Officer - Information from County Safety Advisory Group (County SAG)  
Proposals for litterpick 2 October 2021

21/166 To discuss any issues for reporting to Community Police

21/167 Cemetery  
To receive update report on activities (Clerk)

21/168 Items for the Next Agenda and date of next meeting 13 October 2021 10.10pm  
Review any actions

S J Bell  
CLERK/RFO  
1 September 2021

\*The temporary legislation enabling parish meetings to be held remotely via video conferencing systems ended in May. Consequently, to comply with Schedule 12 of the Local Government Act 1972, meetings of the Council must now be held in person and members of the public must be able to attend in person.

In order to comply with COVID-19 regulations and guidance, the Council meeting will be held in a large venue sufficient to maintain social distancing of all attendees, and total numbers will necessarily be limited.

**Members of the public who wish to attend the meeting must therefore notify the Parish Clerk at least 48 hours in advance of their intention to attend in order that the Council can endeavour to accommodate everyone and the necessary health and safety precautions engaged.** During these difficult times, members of the public are also encouraged to consider attending only for the item(s) of particular interest to them, rather than for the whole meeting.

\*\* Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

**NOTES:** Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting. If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed:

“It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the ( *special* ) ( *confidential* ) nature of the business about to be transacted at Agenda Item ( *No* ) namely ( *state subject listed* ) it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. ( *Mr/Mrs/Cllr* ..... ) to be invited to remain.” (as applicable)

Code of Conduct para 12(2) ‘If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest” .