

# 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 13 February 2019 in the Village Hall at 7.30 pm for the purpose of transacting the following business:

MEMBERS: 6 QUORUM 3

## A G E N D A

- 19/021 To receive and accept any apologies for absence 7.30pm
- 19/022 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.
- 19/023 Dispensations:  
To note any new Dispensations granted: Nil
- 19/024 Public Participation 7.35pm  
**To allow 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.**
- 19/025 To approve and sign the minutes of the meeting held on 9 January 2019 and confirm agenda of 9 January 2019
- 19/026 Matters arising from previous minutes (for information only)
- 19/027 To receive reports from District and County Council representatives 7.40pm
- 19/028 To consider planning applications: 7.50pm
- 18/01024/FUL The Bungalow, Hive Road, Construction of office building on the site of a former pole barn. Additional information – regarding tree condition and water drainage
- 18/01024/FUL The Bungalow, Hive Road, Construction of office building on the site of a former pole barn. Submission of Contamination Report
- 19/0097/FUL 10 The Orchards Single storey rear extension
- 19/00117/OUT Land South 10a The Slade Erection of 2-storey dwelling
- To note the following ECDC decisions:  
18/01521/FUL Land West of Whitegate Farm, Witcham Road Mepal Demolition of 2 No nissen huts, construction of two dwellings with associated parking and amenity area. Approved
- 19/029 Flashing Speed Signs 8.05pm  
To receive any update

- 19/030 Finance 8.10pm  
 a) To record and approve receipts and payments  
 b) To receive quarterly finance reports and review investment of monies on Fixed Rate Deposit  
 c) To receive and approve 2018/19 Asset List  
 d) To receive and approve 2018/19 Risk Assessment Report
- 19/031 Cemetery Management 8.25pm  
 a) To receive up-date on lychgate repairs  
 b) To note any up-date on maintenance of adjacent ditch (MH)
- 19/032 Recreation Ground and Play Equipment  
 To receive monthly report on weekly inspections (MH)
- 19/033 Annual Parish Meeting 24 April 2019  
 To discuss agenda and speakers
- 19/034 Litterpick 8.40pm  
 To receive up-date regarding litter pick along Mepal/Witcham Road with Mepal Parish Council
- 19/035 To discuss any issues for reporting to Community Police
- 19/036 To receive any reports of street lights and highways requiring attention and note parking problems at Westway Place (JL) 8.50pm
- 19/037 To receive letter from Village Hall Committee regarding future financial assistance for defibrillator.
- 19/038 To receive reports of any meetings attended by Councillors 9.00pm
- 19/039 To receive and note the following correspondence:  
 CCC Roadworks & events bulletin  
 CCC Bus Services  
 East Cambs Transport Grant Scheme  
 NALC Bulletin
- 19/040 Exclusion of Press and Public 9.05pm  
 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 19/041 namely grass contract 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.
- 19/041 Grasscutting and Grounds Maintenance Contract  
 To receive and consider quotes and appoint contractor
- 19/042 Items for the Next Agenda and to note date of next meetings:  
 13 March 2019  
 17 April 2019 (for year end accounts)

S.J Bell  
 CLERK/RFO  
 6.2.19

\* 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'