

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 12 April 2023 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

Chairman's welcome and instructions regarding any Covid-19 protection measures

- 23/053 To receive and accept any apologies for absence: 7.30pm
- 23/054 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.
- 23/055 Dispensations:
To note any new Dispensations granted: Nil
- 23/056 To receive and note monthly reports from District and County Councillors
- 23/057 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. 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. (3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f) and 3g))
- 23/058 To approve and sign the minutes of the 8 February 2023 and 8 March 2023, and to confirm the agendas of same dates.
- 23/059 Matters arising from previous minutes (for information only)
- 23/060 Priors Field Surgery – Serving Sutton and Surrounding Villages 7.55pm
To receive update regarding interim arrangements and to note NHS working with local authorities to secure alternative site for future provision of GP services for local community.
- 23/061 Neighbourhood Plan
a) To receive report and consider all recommendations from Neighbourhood Plan Working Party meeting of 28 March 2023 (to follow) and amended

Minutes of 28 February 2023, circulated 26.3.23

- b) To receive and provide feedback on both the general and the youth survey questionnaires.
- c) To note arrangements in hand up for AECOM Design Code Support Team to visit and survey parish
- d) To receive report for year-end return to Locality regarding grant received of £3475 and note subscription to Parish On-line for one year commenced.
- e) To note any feedback regarding Government continuing the Neighbourhood Plan Grant Scheme for 2023/4 to enable completion of Witcham Neighbourhood Plan.
- f) To receive report that Neighbourhood Plan Working Group intends to run a photograph competition inviting residents to submit photos of areas of interest, views of village significance etc, some of which will illustrate the proposed Neighbourhood Plan. The members of the Group are in the process of securing prize money and are now seeking Parish Council consent for payment of costs of printing flyers from the earmarked funds held by the Parish Council.

23/062 2023 Annual Parish Meeting – 26 April 2023
To receive update on arrangements (Clerk)

8.15pm

23/063 Planning Applications
23/00362/VAR 8 The Slade To vary condition 1 (approved plans) of previously approved 21/01571/FUL for the construction of a single storey front porch and single storey rear extension
22/00578/FUL Witcham House, Headleys Lane Construction of double detached garage/horse box store, conversion of existing garages with room above and an orangery - Amendments made to the garage
23/00174/LBC Yew Tree House, 2 Silver Street Conversion of outbuilding to studio ancillary to main dwelling
23/00278/TRE 4 High Street T1 Silver Birch - Crown lift lowest 4 branches to raise the crown to approximately 4-5 metres. Tree in rear garden, can be viewed easily via side access/driveway

To receive copy of new ECDC Local Enforcement Plan

23/064 Finance and General Administration

- a) To consider adoption of a Reserves Policy (to follow)
- b) To approve renewal of SLCC membership
- c) To approve renewal of CAPALC membership
- d) To approve receipts and payments for April 2023 (to follow)
- e) To receive year end accounts and draft AGAR and associated year end documents (to follow)
- f) To note 2022/23 audit arrangements
- g) To approve the 2022/23 Annual Report for circulation (previously circulated)
- h) To receive update regarding renewal of Lease with RSPB for drove land at Ouse Washes
- i) To receive Clerk's timesheet (to follow)

23/065 2023 Elections
To receive update and Statement of Persons Nominated

8.50pm

23/066 Recreation Ground and Cemetery Matters

- a) To receive monthly report on weekly inspections of play equipment and recreation ground, and to discuss Annual Play Inspection due June. (MH)
- b) To receive update regarding installation of new bench at recreation ground King Charles III Coronation
- c) To receive update from Play and Fitness Project Working Party and discuss further fundraising. (LH/MH/KM)
- d) To receive updates from Witcham and City of Ely (3rd and 4th XI) cricket clubs using recreation ground this summer.

- e) To receive and consider applications for consent to use recreation ground: Pea Shoot July 2023 (to follow)
- f) To receive request from King's School, Ely to use recreation ground for overnight camping
- g) To receive updates on grasscutting. (Clerk)
- h) To receive any update and applications on cemetery matters (Clerk)

- 23/067 Consultations 9.15pm
To note report following first consultation stage for Anglian Water/Cambridge Water Company – New Fens Reservoir <https://www.fensreservoir.co.uk/documents/>
- 23/068 2023 Best Kept Garden Competition
To receive update and discuss final arrangements – June 2023
- 23/069 Highway and Street Lighting Matters
- a) To receive any items to bring to attention of the Highways Authority including verges at Headleys Lane.
 - b) To receive any update on maintenance works on droves, including Bury Road/TPO area and next Management Plan. (Clerk)
 - c) To receive latest speed data and update on volunteers coming forward to carry out regular speedwatch checks in the village.
 - d) To note consent for MVAS bracket to be moved at The Slade from L5EKG to L4EKG due to installation of wooden pole causing obstruction on L5EKG
- 23/070 ECDC Thermal Imaging Scheme (for residents to identify heat loss from homes) 9.30pm
To receive expression of interest and discuss next steps
- 23/071 Correspondence (previously circulated)
To receive and consider the following items of information/interest and invites:
Cambridgeshire County Council East Cambs Parish & Community Forum notes and updates March 23
Cambridgeshire Home Energy Support Service (CHESS) (PECT events)
ECDC Press Releases – Replacement of old recycling vehicles with 10 new hydrotreated vegetable oil fuelled vehicles; installation of solar panels at eSpace; 28 new Community Orchards; install signage to celebrate medieval city; Coronation poetry competition; Leader's letter to County Council regarding concern over roads.
ECDC Litter Picking Equipment
ECDC minutes Planning Committee and Operational Services Committee
N-power letter to Government – Business Energy Tracker 23.
NALC and CAPALC Newsletters, Events and Bulletins
Cambs ACRE – news and updates, and Cambridgeshire Home Energy Support Service (CHESS) Plus
Royal British Legion Tree Planting in Memory of Her Majesty Queen Elizabeth II
CAPALC Councillor Training – 15 July Sutton, 30 September Somersham
- 23/072 Date of next meeting: 10 May 2023 9.40pm
Review Actions
Note any items for next agenda

SJBell

S J Bell
CLERK/RFO
4 April 2023

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" .