

# 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

**MEMBERS: 6    QUORUM: 3**

**Members are summoned to attend a Meeting of the  
Parish Council to be held on Wednesday 12 March 2025  
at 7.30 pm in the Village Hall, Witcham,  
for the purpose of transacting the following business:**

## **A G E N D A**

- 25/035 To receive and accept any apologies for absence.
- 25/036 To receive declarations of interest from Councillors in respect of any items on this agenda in accordance with the Council's Code of Conduct
- i) Pecuniary interests.
  - ii) Personal interests.
  - iii) Prejudicial interests (and to inform the Chairman if they wish to speak on the matter during public participation).
- 25/037 Dispensations:  
To note any new Dispensations granted: Nil.
- 25/038 To note recent monthly reports from County and District Councillors. (Circulated)
- 25/039 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)).  
Chairman to close meeting to public.
- 25/040 To approve and sign the minutes and confirm agenda of meeting of 12 February 2025.
- 25/041 Matters arising from previous minutes **(for information only)**.

25/042 Finance and Administration Matters

- a) To approve receipts and payments for March 2025. (to follow)
- b) To review Council Policies and approve.
- c) To review and approve 2024/5 Fixed Asset Register
- d) To review and approve Council's Annual Risk Assessment for 2024/5
- e) To note arrangements for year-end and date of internal audit - 29 April 2025
- f) To discuss draft Annual Report (to follow)
- g) To finalise arrangements for Annual Parish Meeting on 30 April 2025
- h) To receive feedback from Village Hall regarding wording for new signage at Village Hall driveway/Martins Lane.

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 25/0042i) to 25/042k) listed below, 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.

- i) To receive any update from solicitors on draft RSPB Lease.
- j) To receive any update from regarding Deed Public Right of Way and Parking for Village Hall.
- k) To receive update on Clerk's hours.

Chairman to re-open meeting to the public.

25/043 Requests from Witcham Events Committee (circulated 11Feb25 & 4Mar25)

- a) To give consent for use of recreation ground for Egg Hunt 6 April 2025
- b) To give consent for use of recreation ground for 2025 Annual Peashoot on 12 July
- c) To note proposals for picnic on recreation ground September 2025, Halloween Event 31 October and Xmas lights 30 November (all application forms awaited)

25/044 MVAS, Speed Watch and Speed Reduction Measures Mepal-Witcham

- a) To receive and note monthly speed data report. (MH)
- b) To discuss response from CCC regarding extending 40mph speed limit on the Mepal-Witcham road. (Joint Working for Application under Local Highways Initiative Programme (Witcham and Mepal Parish Councils).

25/045 Neighbourhood Plan

To receive any update following Working Group's receipt of the report from the Consultant after the pre-submission consultation ending 10 February 2025.

25/046 Recreation Ground and Cemetery Matters

To receive monthly report on weekly inspections of play equipment and recreation ground, including update Annual Inspection Report and cricket practice area (MH).

25/047 Planning Matters

To note:

25/00105/TRE 4 Silver Street T1 Prunus - Remove due to extensive colonization of Phellinus pomaceus, which has caused several limbs to fail, it is also in close proximity to footpath and roadway. T2 Silver Birch - Remove 2x mid crown lateral limbs, 2 meters, rubbing on neighbours roof.

25/048 Highways and Streetlighting

To note any items reported to Highways Authority

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>

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25/049 Correspondence

To receive and note the following items of information/interest and invites (previously circulated):

**ECDC Devolution – Government plans to abolish District and County Councils**

Residents are asked to complete a short [Have Your Say East Cambs survey](#). It asks residents how much they value current services offered by the district council.

Results will be used to help formulate an outline proposal for creating a new unitary authority, which all councils have been asked to submit to government by 21 March

NALC and CAPALC Bulletins and newsletters

ECDC press releases, Council and Committee meeting agendas and minutes

ECDC Wall mounted display safety

ECDC Visitors Guide to East Cambs

Cambs ACRE newsletter

CCC 2025 Micro Asphalt Programme v1 – preventative carriageway surface treatment

CCC Highway Events

Letter Teversham Parish Council regarding Planning Review and need to reduce and summarise reports sent to Parish Councils for planning applications

RBLI VE Day 80 celebrations

Soham Town Council Net Zero/climate change meeting 17.3.25 7pm Walter Gidney Pavillion, Soham

TMC Incident Report February 2025

25/050 To receive request from resident for permission to store a medium sized plastic tub at the Witcham bus stop to take dog donations for the local dog rescue shelter from local villagers.

25/051 Date of next meeting: 16 April 2025 (3<sup>rd</sup> Wednesday)

*SJBell*

SJ Bell

CLERK/RFO

6.3.25

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".