

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 9 March 2022 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 Covid-19 protection measures.

- 22/040 To receive and accept any apologies for absence.
- 22/041 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.
- 22/042 Dispensations:
To note any new Dispensations granted: Nil
- 22/043 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))
- 22/044 To approve and sign the minutes of the meeting held on 9 February 2022, and confirm agenda of same date.
- 22/045 Matters arising from previous minutes. (for information only)
- 22/046 To receive reports from District and County Council representatives (circulated)
- 22/047 Finance and General Administration
- a) To receive, consider and approve quarterly accounts and reconciliations to 31 December 2021. (circulated)
 - b) To note new email system operational and confirm monthly payment.
 - c) Approve renewal of CAPALC membership. (wef 1 April 2022)
 - d) To receive update on donation for local First Responders.
 - e) To approve receipts and payments for March 2022. (circulated)
 - f) To approve 2021/22 Risk Assessment Report. (circulated)
 - g) Arrangements for year-end accounts. Expected under £25,000
 - h) Discuss and agree content for preparation of Annual Report.

- i) To discuss Coronavirus Risk Assessment document in order to update.
- j) Review of Policies – to review and approve policies and procedures: Training Statement.
- k) To receive update regarding renewal of Lease with RSPB for drove land at Ouse Washes.
- l) To receive Clerk's timesheet. (circulated)

22/048 Recreation Ground

- a) To receive monthly report on weekly inspections of play equipment and recreation ground. (MH)
- b) To receive report following CCC site meeting for Cycle Parking (under the Emergency Active Travel Fund) and approve proposed location on grass near metal unit. JB
- c) To receive and consider report on Play and Outdoor Fitness Refurbishment Project from working party and approve item for next newsletter. (to follow)

22/049 Planning Applications

22/00200/FUL Paddocks East Of Witcham House Headleys Lane

Change of use to paddocks, erection of stables and associated works.

22/00203/VAR Kings Of Witcham Ltd The Slade Variation of condition 1 (Approved plans) of previously approved 19/00125/VAR for To vary condition 1 (Approved Plans) of decision notice dated 7 June 2018 for the demolition of existing motor vehicle garage and construction of 6No four bed dwellings, 2No 3 bed dwellings, garaging, access road and associated works.

22/00163/FUL Land South West Ely Model Aircraft Club, Hive Road Proposed Agricultural barn open fronted to store straw, size 27m x 8.7m.

22/00144/TRE 1 Silver Street T1 Smaller of the two Hornbeam - Reduce by 2m and 2m off the sides. T2 Larger of the two Hornbeam - Reduce in height by 2.5m and 2.5m off the sides. Both trees to raise canopy to 2.5m from ground level and also to remove any small crossing branches, deadwood or stubs.

22/00188/FUL 10A The Slade Change of use of existing timber cabin from garden room to bar associated with caravan and camping site.

To note the following items, for information:

21/01776/FUL 24 High Street, Construction of loft extension. Amendment The removal of the proposed side dormer to address Officer comments.

To note the following EDCD decisions:

21/01776/FUL 24 High Street, Construction of loft extension. Approved

22/050 Cemetery

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 confidential nature of the business about to be transacted at Agenda Item 22/050a) namely (Memorials) 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

- a) Memorials.

Chairman to re-open meeting to the public

- b) To receive and approve application – Garden of Remembrance.

22/051 Neighbourhood Plan

To note meeting of volunteers deferred to Friday 18 March 2022, 7.30pm in the Village Hall.

22/052 Police

- a) To discuss any issues for reporting to Police.
- b) To note monthly speed data. (MH)

- 22/053 c) To receive update regarding drifting/racing at Elean Business Park.
Street Lights and Highways
a) To receive any items to bring to attention Highways Authority.
b) To receive update from Sanctuary Housing regarding streetlights at Westway Place car parks.
- 22/054 2022 Annual Parish Meeting – 27 April 2022
To discuss arrangements, including any speakers.
- 22/055 Correspondence (circulated)
To receive and consider the following invitations and items of information/interest:
Spring 2022 Litterpick
E CDC Waste Bin Collection days - moving to Thursdays for Witcham
NALC Events, bulletins, newsletters and CEO updates
CAPALC newsletters, bulletins, including finance
CAPALC Clerk and Councillor Training and Bursary scheme
E CDC University of Northampton – Survey Covid-19 vaccination hesitancy amongst the public
East Cambs Community Safety Partnership Newsletter
CCC Winter Campaign – Stay Well
Greater Cambridge Partnership Joint Assembly meeting 17.2.22
IHMC Monthly Incident Reports
Covid updates (various)
- 22/056 Date of next meeting: 13 April 2022 9.00pm
Review Actions
Items for next agenda Yearend accounts and documents, Discretions Policy

S J Bell
CLERK/RFO
2 March 2022

**The temporary legislation enabling parish meetings to be held remotely via video conferencing systems ended in May 2021. 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" .