

# 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 \*remote Meeting of the Parish Council using Zoom to be held on Wednesday 9 September 2020 at 7.30 pm for the purpose of transacting the following business:

MEMBERS: 6 QUORUM 3

## A G E N D A

- 20/142 To receive and accept any apologies for absence 7.30pm
- 20/143 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.
- 20/144 Dispensations:  
To note any new Dispensations granted: Nil
- 20/145 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.**
- 20/146 To approve and sign the minutes of the meeting held on 8 July 2020 and confirm agenda of 8 July 2020
- 20/147 Matters arising from previous minutes (for information only)
- 20/148 To confirm receipt of reports from District and County Council representatives, previously circulated, including update on Mepal Outdoor Centre proposals for crematorium ECDC. 7.55pm
- 20/149 Planning applications, to note the following: 8.00pm  
20/00702/FUL 5 Silver Street Single storey flat roof rear extension following removal of existing single storey conservatory style room – approved by ECDC  
20/00577/OUT 15 Martins Lane, outline application (all matters reserved except access) for the erection of one bungalow with a new access from Martins Lane – approved by ECDC  
20/00952 Witcham House works to Walnut, Hazel, Small Acer, Small Cedar and young Beech – approved by ECDC  
Planning Inspectorate 19/01086/FUL, APP/V0510/D/20/3246531 One Way Headleys Lane, extensions – Appeal – dismissed
- 20/150 Cemetery Management  
To receive request for Plaque on Garden of Remembrance Wall (previously circulated)
- 20/151 To receive and consider 2020 Village Inspection Report and agree any necessary actions (previously circulated) 8.10pm

The Coronavirus Act 2020 s.78 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Contact the Clerk on [witchamparishc@btinternet.com](mailto:witchamparishc@btinternet.com) by noon on day of meeting for further details

- 20/152 Recreation Ground 8.20pm
- a) To receive monthly report on weekly inspections, and review opening up of play areas and equipment and compliance with Covid-19 restrictions (MH)
  - b) To receive annual play inspection report from Wicksteed, previously circulated, and agree any necessary actions (MH)
  - c) To receive update on proposals for new play equipment: agree final copy of survey and decide on collection and delivery arrangements (LH)
  - d) To confirm receipt of risk assessments for cricket club/Covid-19
- 20/153 Finance 8.35pm
- a) Review budget quarterly accounts and reconciliations to 30 June 2020 (to follow)
  - b) To record and approve receipts and payments August-September 2020 (to follow)
  - c) To approve additional work, some glazing and 'Telephone' signs at K6 Telephone kiosk
  - d) To receive update regarding 2019/20 Audit and agree appointment of internal auditor
  - e) To confirm implementation of 2020 National Pay Award 2.75%
  - f) To review arrangements for working under Covid-19 restrictions
  - g) To discuss upgrading laptop software
- 20/154 To receive, consider and comment on the following Consultation Documents 8.55pm
- Cambridgeshire Pension Fund – Funding Strategy Statement Consultation, previously circulated
  - NALC Planning White Paper Consultations - Changes to the current planning system, planning for the future, Transparency and competition – a call for evidence on data on land control circulated 31 August 2020
- 20/155 To discuss future of website and implementation of WACG requirements (previously circulated)
- 20/156 Street Lights and Highways
- a) To note reports of street lights and highways requiring maintenance
  - b) To receive report on flooding of properties at The Slade following storms
  - c) To note meeting of representatives from surrounding villages regarding suggestions for improvements at Witcham Toll Junction was still deferred due to Covid-19 restrictions
  - d) To receive any updates regarding public rights of way including CCC works on TPO area at Bury Road and the future of this area (emailed 10 July 2020)
- 20/157 To receive and discuss correspondence from Chair of School Governors for Mepal and Witcham C of E Primary School regarding request for contribution for New Foundation Unit which will extend pupil age range from 2½ -11 yrs, following closing down of the pre-school (previously circulated) 9.15pm
- 20/158 To receive and note the following correspondence (all previously circulated)
- NALC Amendments to Temporary Regulations 2020 - L01-20 Local Authorities and Police and Crime – Covid-19
- CCC Stagecoach bus service changes
- CCC Asphalt and Gripfibre programme of works
- CCC Roadworks & events bulletin
- CCC Surface dressing programme of works Westway Place, Silver Street, The Orchards 19-21 October
- CCC Roadworks and events newsletters
- CCC Highlights from the Hubs and updates on Covid-19
- Cambridgeshire ACRE AGM 30 September 2020
- Promotion What3Words – emergency services, App
- CCC - Future Parks – Review of Open Space Data - Village green/recreation ground confirmed
- CCC Community Gritting Scheme applications for Winter 2020 – 2021 – Volunteer scheme
- CCC Library at Home scheme
- CCC 2021/22 Local Highways Improvement Scheme
- CCC Cambs Recovery Fund – Covid-19
- NALC Chief Executive Bulletins and newsletters
- NALC Rebuilding communities
- NALC Covid-19 updates
- NALC Health and Wellbeing week – October 2020
- CAPALC Bulletins and Newsletters
- CAPALC Planning Development Webinars (4) for Councillors
- ICO Newsletter
- East Cambs Parish and Community forum updates
- Cambridgeshire and Peterborough Clinical Commissioning Group BMI Can Do It – health: [www.bmicandoit.co.uk](http://www.bmicandoit.co.uk)
- ECDC Governments' Emergency Active Travel Fund – cycle parking
- Environment Agency – Ouse Washes Project
- EPR Ely Power Station Annual Maintenance shutdown 3 August 2020

CAPALC Parish Councils Carbon Footprinting Tool  
Natural Cambridgeshire Survey  
CCC/IHMC Incidents report

Invite -update from the Acting Police and Crime Commissioner: Parish Council briefings 11 January 2021

- 20/159 To receive update – Village Hall car park – LH
- 20/160 To finalise arrangements for Annual Parish Meeting 30 September 2020 9.25pm
- 20/161 To discuss any issues for reporting to Community Police
- 20/162 To receive reports of any meetings, training etc attended by Councillors
- 20/163 Items for the Next Agenda and to note date of next meeting: 14 October 2020

S.J Bell  
CLERK/RFO  
2 September 2020

\* 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’

Witcham Parish Council will use the Zoom video platform to conduct remote Council meetings during the current close down arising from instructions by the Government to help control the spread of the Corona virus (Covid-2) pandemic. You are advised that Zoom may collect information including IP address, device details and operating system details. When you use Zoom, some data will be disclosed to other participants and to meeting or webinar hosts. For instance, when you attend a meeting, your name might appear in the attendee list. Your image will be shown on the video camera. If you send a chat or share content, that can be viewed by others in the chat or the meeting. For more information, please see Zoom’s Privacy Policy: <https://zoom.us/privacy>. There will be 40 minute sessions with comfort break in between.

Log in: Parish Council meeting 9 September 2020

Time: 07:30 PM <https://us04web.zoom.us/j/79126474771?pwd=aTIyd1pRUmRYRm9CMlhQUmkybFpOZz09>

Meeting ID: 791 2647 4771 Passcode: 8H7fR0

Time: 08:15 PM <https://us04web.zoom.us/j/76463429680?pwd=RnhKelBDdb3Z4UVVVSbTB4Mmp6TlQ5UT09>

Meeting ID: 764 6342 9680 Passcode: 1AzHn3

Time: 09:00 PM <https://us04web.zoom.us/j/76881258823?pwd=OHJKY0R5UWFQZ0Q3eVpRV3NZY3c2UT09>

Meeting ID: 768 8125 8823 Passcode: 5DuGcT