

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 13 February 2019 at 7.30 pm in the Village Hall, Witcham

Present: M Housden (Chairman), K Mackender (Vice Chairman), J Bibby, L Holdaway

In attendance Mrs S J Bell (Clerk)
Cllr L Duprè (CCC)
Cllr M Bradley (ECDC)

No members of public present

Action

19/021 **Apologies for Absence** were accepted from J Herbert (home commitments) and J Lucas (ill), and District Councillor A Bailey (at ECDC meeting). K Mackender had advised he would be a little late due to work commitments

19/022 **Declaration of Interest:**

The following declarations of interests were made:

Pecuniary interests - none

Personal interests - none

Prejudicial interests – J Bibby Item 19/037 (Village Hall Trustee)

M Housden Item 19/028 - 19/00117/OUT Land South 10a The Slade (neighbour)

19/023 **Dispensations:**

To note Dispensations: Nil

19/024 **Public Participation:** No members of the public present

Chair proposed that the following item be deferred until arrival of K Mackender and this was unanimously agreed.

19/025 Minutes of meeting of 9 January 2019 and agenda.

19/026 **Matters Arising**

19/019 2019 Elections – 2 May 2019: Clerk advised that ECDC was putting on an event regarding new nomination forms on 26 February and she would attend. Period for submission of completed nomination forms: 27 March to 3 April 2019

19/011 Public Rights of Way Drove condition and gate closures: Clerk reported that there had recently been serious concern regarding these two issues and she thanked the County Councillor for her urgent support in resolving the access issues last week. County Councillor advised that due to vacancies in the Public Rights of Way Team there had been some delay in responding and ensuring the Closure Order was being implemented but this was being dealt with.

19/015 CCC Bikeability Cycle Training: Noted that Mepal Parish Council had indicated a willingness to the County Council to support as it was felt it was important for children. However they were concerned that not all Councils would support and had advised that they would be keen on supporting but in apportionment with the number of children at the Mepal and Witcham School. It would appear that funding from parish councils would go into one fund for all schools in Cambridgeshire. (There had been no response back from the Mepal and Witcham School).

19/027 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Reports from County and District Councillors, previously circulated, were noted.

District Councillor Bradley confirmed he was talking to officers about grant assistance for repairs to the lychgate. ECDC would be repairing their street light at Westway Place.

County Councillor L Duprè advised that the Emerging East Cambridgeshire Local Plan was being recommended for withdrawal at the February Full Council meeting, following consideration of the Inspectors Modifications; details on ECDC website.

K Mackender arrived at 7.55pm
The County Councillor and District Councillor left at 8.07pm

Chair proposed returning to item 19/025 to approve minutes and then move on to 19/028 planning application 10 The Slade, and 19/037 financial assistance for defibrillator, in order that K Mackender could leave the meeting. This was unanimously agreed.

19/025 **Minutes of the meeting** of 9 January 2019 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of same date signed by Chairman as confirmation of the business transacted at that meeting. Proposed Chairman, seconded K Mackender and unanimously resolved. J Bibby abstained as she had been absent.

19/028 **PLANNING**

Chair proposed that item 19/00117/OUT be taken first and K Mackender take the Chair. This was unanimously agreed. K Mackender took the Chair

19/00117/OUT Land South 10a The Slade Erection of 2-storey dwelling

Resolved that the Council raise concerns regarding impact on water supply and drainage system as per previous application. Proposed by J Bibby, seconded by K Mackender
M Housden took the Chair

Clerk

19/037 **VILLAGE HALL REQUEST - FINANCIAL ASSISTANCE FOR DEFIBRILLATOR LOCATED AT VILLAGE HALL**

J Bibby had declared an interest.

Request for Parish Council to include defibrillator on its insurance policy and to cover costs was received from the Secretary of the Village Hall Committee. The request was discussed.

Resolved that Clerk contact Village Hall to seek breakdown of all costs expected to be incurred for maintenance, insurance, etc. Noted Parish Council had donated £150 under LGA1972 S137 for electrical installation of the equipment, and the Council would consider at the next meeting. Proposed L Holdaway, seconded K Mackender.

Clerk

K Mackender left the meeting at 8.23pm

Chair proposed returning to agenda item 19/028 and this was agreed.

19/028 **PLANNING**

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, and 18/01024/FUL The Bungalow, Hive Road, Construction of office building on the site of a former pole barn. Submission of Contamination Report

Resolved that the Council still had concerns as per previous submissions. Proposed J Bibby, seconded L Holdaway

Clerk

19/0097/FUL 10 The Orchards Single storey rear extension

Resolved that the Council had no concerns. Proposed by Chairman and agreed

Clerk

The following ECDC decision 18/01521/FUL Land West of Whitegate Farm, Witcham Road Mepal Demolition of 2No nissen huts, construction of two dwellings with associated parking and amenity area. Approved

19/029 **FLASHING SPEED SIGNS – MOVEABLE VEHICLE ACTIVATED SPEED SIGNS**

Update received. Clerk to continue to progress and liaise with District Councillor for support.

Clerk

19/030 **FINANCE**

- a) The February receipts and payments had been checked by J Bibby and confirmed as correct.

Resolved to approve the receipts and payments as listed at the end of these Minutes. *Clerk*
Proposed J Bibby, seconded J Holdaway.

- b) The quarterly accounts and reconciliations with budget review to 31 December, previously circulated, were reviewed and bank statements verified.

Resolved to accept the quarterly accounts and reconciliations together with budget review to 31 December 2019. Proposed L Holdaway, seconded Chairman.

Clerk confirmed that the Fixed Term Deposit had matured and been paid back into the savings account. She gave details for reinvestment.

Resolved to leave defer putting further funds on Fixed Term Deposit for the time being. Proposed Chairman, seconded L Holdaway.

- c) 2018/19 Asset List, previously circulated.

Resolved to accept the 2018/19 Asset List subject to amendment to value of Village sign to take account of the stone base in the valuation. Proposed Chairman, seconded J Bibby

- d) 2018/19 Risk Assessment Report, previously circulated.

Resolved to accept the 2018/19 Risk Assessment Report. Proposed Chairman, seconded J Bibby.

19/031 **CEMETERY MANAGEMENT**

Lychgate repairs: Clerk to continue to progress *Clerk*

Maintenance of adjacent ditch: Chair reported that the landowner had cleared much of the ditch and water appeared to be moving through.

Clerk reported that she had received a request for a burial at the cemetery but had unfortunately had to decline the request due to no burial plots being available for purchase as discussed in earlier meetings.

19/032 **RECREATION GROUND**

Chairman reported that there was nothing to report on the weekly inspections of the play equipment and recreation ground. Noted that the retaining board between bank and path near village hall drive was still to be dealt with by Cambs County Council. Also noted that Truelink had made a very good of cutting back hedges/shrubs on recreation ground and Clerk *Clerk*
was to write and thank them for their work.

19/033 **ANNUAL PARISH MEETING – 24 April 2019**

Agenda confirmed and to include up-date regarding new Neighbourhood Watch Scheme, discuss ideas for use of kiosk and fund raising for additional dog bins at Headleys Lane (each end) and Back Lane/Martins Lane, and Martins Lane/Hive Road. *Clerk*

19/034 **LITTERPICK**

Advice from East Cambs District Council regarding litterpicking on Mepal Road was noted. *Clerk*
Clerk requested to ask East Cambs District Council to send in their operatives to clear the area.

19/035 **COMMUNITY POLICE**

There were no issues reported

19/036 **STREET LIGHTING AND HIGHWAYS**

No street lighting issues had been reported to the Clerk. Noted that difficulty for farm vehicle access to land at bottom of Westway Place had been raised. Clerk instructed to raise with District Council Planning Department

Clerk

19/038 **REPORTS OF MEETINGS**

There was none.

19/039 **CORRESPONDENCE**

The following were received and noted
 Notification of future CCC street lighting energy charges
 CCC Roadworks & events bulletin
 CCC Bus Services
 East Cambs Transport Grant Scheme
 Notice from Pensions Regulator regarding re-enrolment (30.4.19)
 LGSS i-connect real-time record updating to be implemented 2019
 NALC Bulletin
 Talk Talk – taken over by Fleur, no change in service expected

19/040 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 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.
 There were no members of the public present.

19/041 **GRASSCUTTING AND GROUNDS MAINTENANCE CONTRACT 2019-21**

Schedule of quotes and details previously circulated and were discussed. Noted that not all contractors had submitted a quote.

Resolved to accept the quotation from Truelink for 2 years at £2770 commencing 1 March 2019. Proposed Chairman, seconded J Bibby

Clerk

Chair re-opened meeting

19/042 **DATE OF NEXT MEETING**

Wednesday 13 March 2019 at 7.30 pm.

ITEMS for next agenda: Red Telephone Box High Street

Any business, including receipts and payments, to be considered at Parish Council meeting *All* must be delivered to the Clerk at least 7 clear days prior to the meeting. (*Standing Orders*)

There being no further business the Chairman declared the meeting closed at 9.50pm

February Schedule of Receipts and Payments

		£	£	£
Receipts	UKPN	3.23		3.23
Payments	001759 Cambridgeshire ACRE membership fees (Agreed at Jan meeting)	47.50	9.50	57.00
	001760 Truelink groundworks etc January	235.00	47.00	282.00
	001761/2 Admin Costs	350.79		350.79
	001763 J P Wells	12.00		12.00

Signed.....

Dated