

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 12 October 2022 at 7.32pm
in the Village Hall, Witcham

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

In attendance Mrs S J Bell (Clerk)
L Dupré County and District Councillor

22/174 Apologies for absence

Apologies were received and accepted from J Lucas and S Wilkin (sickness), and K Mackender (work commitment)
Apologies also received from District Councillor M Inskip who had other work commitments.

22/175 To receive any declarations of interest

Councillors to declare any pecuniary interests in any items on the agenda - none
Councillors to declare any personal interests in any items on the agenda - none
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 – J Bibby Planning Item 22/181: 15 Martins Lane, (consultee)

22/176 Dispensations

To note any new Dispensations granted: Nil

22/177 Public Participation

There were no members of the public present

22/178 Minutes

Minutes of the Meeting of 30 September 2022 were confirmed as a true record and signed by the Chairman, and the agenda of the same date signed by the Chairman as confirmation of the business transacted at that meeting.
Proposed Chairman, seconded J Bibby.

22/179 Matters Arising

22/163, 22/130 & 22/115c) Recreation Ground - information still awaited from Witcham Cricket Club. Chairman had chased again.
22/168c Tree works in the infant play area – Application for tree works had been submitted with amendments suggested by Tree Officer regarding T1, and Clerk advised that the contractor would undertake the works as soon as possible.
22/167 Finance and Admin – Internal Auditor: Clerk advised that LGS Services had accepted the appointment and arrangements would be made for a visit towards the end of the financial year.
22/171 Streetlights and Highways: PROW officer had been out regarding Bury Road and further details about works proposed were awaited. He had confirmed encroachments at bottom of Headleys Lane and Clerk instructed to inform him that the Council thought the spheres should be moved back off highway's land and the laurel bush in front of the dog bin removed.

Clerk

22/180 Reports from District and County Councillors

The reports for October had been previously circulated.
Chairman reported concerns about antisocial behaviour, ie car racing at Elean Business Park and L Dupré advised that the Police had attended and issued

22/180 Reports from District and County Councillors (cont)

Community Protection warnings. For repeat offenders, Community Protection Notices had been served. Monitoring would continue.

Chairman had received enquiries about a short period of a high pitched whistle emanating from the Elean Business Park. This had also been all over local facebook pages and L Dupré advised that she was aware but it was difficult to locate some noises as there were a number of businesses on site not just the strawburner.

L Dupré updated her reports advising that planning consent had been given for the crematorium on the site of the former Mepal Outdoor Centre. Anglian Water were in a consultation process to build a new reservoir near Doddington and Wimblington having examined 70 sites across the region.

Chairman thanked her for attending and she left the meeting approx. 7.45pm

22/181 Planning Applications

J Bibby had declared an interest in the following item and withdrew:

22/0600 15 Martins Lane proposed driveway. Amendments following highways consultation.

The Council had responded in July to the original application stating it had no concerns provided the CCC Highways Department's recommendations were permanently upheld regarding height of vegetation (max 0.6m).

As the meeting was now inquorate the Council was unable to comment further on this application. Of course, previous comments would still stand.

J Bibby rejoined the meeting.

The following were noted:

22/01058/TRE 4 Silver Street T1 Silver Birch - Reduce and shape by 3.5 metres maintaining a good shape; T2 Cherry - Reduce crown width by 2 metres to improve form and reduce spread over pathway; T3 Prunus - Reduce lowest laterals heading both towards and away from rear boundary by 2 metres and reduce top crown by 1.5 metres; T4 Eucalyptus - Reduce back to boundary removing 2.5 metres of growth; T5 Ash - Reduce back to boundary removing 2 metres of growth; T6 Variegated Maple - Remove secondary reverted limbs x3, remove lowest lateral over wall and reduce and shape crown by up to 2.5 metres maintaining a good shape.

22/00649/FUL 5b Martins Lane Construction of partially single and partially two storey rear extension – approved ECDC 21.9.22

22/182 Annual Village Inspection

Updated report received and checked.

Resolved to accept the report and actions identified done. Proposed Chairman, seconded L Holdaway.

Clerk was meeting ECDC regarding 3 bins around recreation ground, including request for new stickers for dog bins too. Clerk to contact Truelink about removing tree in hedge at cemetery. Ditch not cleaned out by farmer and Burial Board to monitor but dry at present. Clerk to get quote for memorial inspection for next meeting.

*Clerk
Clerk
Burial
Board
Clerk*

22/183 Finance & Admin

- a) The September 2022 schedule had been circulated. The documents had been checked by J Bibby. Clerk reported receipt of late invoice from Truelink for September £536.16 and asked for this to be included on the schedule. This was agreed.

Resolved to reimburse 'What's On' editor including increased cost. Proposed Chairman, seconded J Bibby

22/183 **Finance & Admin** (cont)

- Resolved** to approve the receipts and payments for October 2022, and release cheques. (Listed at foot of Minutes).
Proposed J Bibby, seconded L Holdaway. *Clerk*
- b) Clerk presented budget monitoring information. L Holdaway asked for interest rates on the Council's deposit account to be checked and to see what else the bank could offer for accessible savings accounts now that interest rates were rising. *Clerk*
Expected expenditure to 31 March 2022 was approximately £17,000. Receipts £21,500, excluding play and fitness project and Neighbourhood Plan.
Clerk had sought input from Councillors for thoughts on projects/items (estimates) for 2023/24.
The Neighbourhood Plan Working Party would require the Council to make the submission for a grant from ECDC to cover costs of development of the Neighbourhood Plan. Locality Grant up to £10,000 (provisions expire end of this financial year). *NPWP*
Neighbourhood Plan Working Party will be in touch with more information after consultants been out and better assessment of costs can be determined.
Budgets on track except salaries due to additional hours worked by Clerk, and paid for at the beginning of the year.
Resolved that £1500 be vired to a new Neighbourhood Plan budget heading, from the £2450 raised on the 2022/23 Precept for projects. *Clerk*
To be used to meet expenses of getting project going before grant can be obtained. Proposed L Holdaway, seconded J Bibby.
Clerk to get an update from ECDC regarding CIL monies. *Clerk*
- c) Clerk asked Councillors for input on projects/items (estimates) for 2023/24 and there was brief discussion. Items should be submitted to Clerk in time for the November Agenda and preparation of the Draft Budget/Precept for 2023/24 *All CLLRS*
- d) Owing to time and big agenda, Clerk suggested deferring review of archiving old records at County Council to a later meeting and this was agreed.
- e) Renewal of Lease with RSPB for drove land at Ouse Washes update received regarding points raised at previous meetings.
Resolved to proceed with RSPB Lease as per Heads of Terms as discussed, and HEY and RSPB to be informed. Proposed Chairman, seconded L Holdaway. *Clerk*
- f) Content of October Parish Council Newsletter discussed. Clerk to write up and get printed for distribution as soon as possible.
- g) Proposals for the national salary award for staff – Employers' side offer noted. Further information awaited.
- h) Remembrance Sunday Service wreath and appointment of representative. Chairman gave apologies that he would not be able to represent the Council this year due to other commitments and he was awaiting response to see if Vice-Chairman could step in. Otherwise to be raised at next meeting to appoint a representative.
Resolved to make a contribution of £30 to get a wreath for Remembrance Sunday Service. Proposed J Bibby, seconded L Holdaway. *Clerk*
- i) Draft Village Hall Car Park Licence, template previously circulated, was discussed and updated.
Resolved to forward draft to Village Hall Chairman for discussion with Village Hall Committee. Proposed Chairman, seconded L Holdaway. *Clerk*

22/184 **Recreation Ground**

- a) Chairman had completed usual weekly inspections of recreation ground and play equipment, and said there was nothing to report
- b) Enquiry from City of Ely Cricket Club for permission to use recreation ground for matches during 2023 season received. In discussion, Chairman advised that he understood Witcham would have only one team next year.

Resolved that the City of Ely Cricket Club be advised that they could use the Witcham recreation ground for some of their matches but if Witcham had a team the two fixture secretaries would need to work together to work out the games so as to avoid a clash. Proposed Chairman, seconded L Holdaway.

Clerk

- c) New trees and tree works for recreation ground. As reported under matters arising, the application for tree works on the 3 Horse Chestnut trees in the children's play area had been submitted. New trees were required as discussed at last meeting but J Bibby suggested focussing on the development of the area in the corner near the Village Hall drive and suggested Ginkgo Maidenhair, one of those recommended by the Tree Officer at ECDC.

Resolved to purchase Ginkgo Maidenhair tree, up to £200 including stakes etc. Proposed Chairman, seconded J Bibby.

Clerk

J Bibby to investigate and Clerk to raise purchase order.

22/185 **Play and Outdoor Fitness Refurbishment Project**

L Holdaway gave update regarding completion of grant application for Cambridgeshire Funding Foundation: Amey Community Fund. Clerk was instructed to write to Wicksteed to confirm they were the preferred bidder and ask if they would hold until grant sorted. Also to request smaller size copy of plan for website etc. Clerk confirmed there was £12400 in earmarked reserves for the project.

Councillors discussed cashflow which included provision for paying 11% of the of the value of the grant being applied for from Amey East in order to unlock the grant if the application was successful. Funds would also be necessary to cover VAT and payment for the project as the grant scheme paid out on completion and receipt of evidence of payment. Clerk had contacted CAPALC for further advice on this and response was awaited.

Current scheme costs: £49785 plus £9957 VAT.

Resolved that the Clerk submit the drafted application to Cambridgeshire Funding Foundation for a grant under the Amey Community Fund. Proposed J Bibby, seconded Chairman.

LH/Clerk

22/186 **Neighbourhood Plan Working Party**

Chairman and J Bibby had attended the last meeting and provided an update.

- a) Neighbourhood Plan Working Party Terms of Reference (template from ACRE previously circulated) was discussed. Clerk to inform the Chairman of the Neighbourhood Plan Working Party that the Parish Council confirms that the template provided looks suitable. Proposed J Bibby, seconded Chairman. L Holdaway abstained as she had not examined the documents on Terms of Reference and Objectives due to time committed working on play project.
- b) The document circulated by Neighbourhood Plan Working Party titled "Local Plan Objectives" (distributed 16.9.22) was discussed and the Chairman said that 'Local Plan' would be better phrased as 'Neighbourhood Plan'. These were initial rough ideas and the working party had compiled the list from a template and added in items that were of particular interest for the village. Clerk to advise the Chairman of the working party that the template had been discussed and the Council awaited further details.

Clerk

22/187 Elean Business Park

Chairman to report on issues raised by residents regarding excessive high pitched noises and unsocial behaviour on Elean Business Park – racing restarted weekly since 27 August.

There was nothing further to add to that recorded under Minute 22/180 County and District Councillors' Reports.

22/188 Consultations

The Council was invited to comment on the following:

- a) CCC Transport Strategies covering Fenland and Huntingdonshire, and the Cambridgeshire's Active Travel Strategy public survey. Closing date 7 November 2022 <https://consultcambs.uk.engagementhq.com/>. Clerk confirmed details had been posted up on noticeboard and website for members of the public to participate and to attend the consultation event at Ely Market on 27 October 2022, from 10.00am to 3.00pm. Chairman said individuals could complete on-line survey. There was no collated response made from the Parish Council.
- b) Review of ECDC Vulnerable Community Strategy – survey closes 30.10.22. Councillors felt that as Witcham was a very small village and the Council was thus not actively engaged or aware of the issues raised they could not respond.

22/189 MVAS – Speed Cameras

- a) Chairman reported that a telegraph pole has been erected next to the streetlight outside the Kings development which blocked the MVAS at The Slade and suggested the Council should consider applying to re-site the said bracket further down the road.

Resolved to apply to the County Council to move bracket on to next street light.

*Clerk/
Chairman*

- b) The Chairman had circulated the September and October speed data. He was not aware of any date being set to undertake a Speedwatch event to deal with persistent speeding through the village, with some records of 60mph.

Resolved that the Council write to the village Speedwatch Co-ordinator asking for a session to be organised and the problems tackled as a matter of urgency. Proposed L Holdaway, seconded Chairman

Clerk

22/190 Street Lights and Highways

- a) There were no items to bring to the attention of the Highways Authority
- b) Clerk had checked two weeks ago and the light at Westway Place was still not replaced. She would check again and chase Sanctuary Hereward once more.

22/191 Correspondence

The following items of information/interest and invitations to events had been circulated and unless recorded below as otherwise were noted:

ECDC Rough Sleeping Estimate based on night/morning of 17/18 November

ECDC Black sack delivery delays and arrangements for interim sacks

ECDC Examination of the East Cambs Local Plan – Single Issue Review

ECDC Changing Places toilets – a vital asset for East Cambridgeshire – invite expressions of interest – No response

ACRE newsletter

CCC Parish and County Forum minutes and flyers 21.9.22

CCC Local Highways Initiative 2023/24 application information

ECDC Leader's newsletter

CAPALC and NALC Bulletins and newsletters

CAPALC Councillor training sessions – Councillors, Chairmen, Finance, Planning, Carbon Literacy, Cemetery etc No Requests from Councillors to attend.

22/192 **Date of next meeting:** 9 November 2022

Review Actions – omitted

Meeting closed at 9.45pm

Schedule of Receipts and Payments

		£	£	£
Receipts:	Nil			
Payments	002014 Reimburse What's On Printing Oct EH (Budgetted £27.50)	37.19		37.19
	002015 Clerks salary (Oct)	354.82)	
	Clerks expenses	136.74)	491.56
	002016 LGPS	126.75		126.75
	002017 Cartridgesave	48.68	9.74	58.42
	002018 Npower Jul-Sept	22.54	1.13	23.67
	c/p MS monthly online services (emails)	31.50	6.30	37.80
	c/p MS 365 annual renewal subscription	59.99		59.99
	002019 Truelink (late invoice added to schedule on the night and agreed)	446.80	89.36	536.16

Signed..... Dated