

## WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 8 January 2020 at 7.30 pm in the Village Hall, Witcham

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

*In attendance* Mrs S J Bell (Clerk)  
Cllr L Duprè (CCC and ECDC)

1 member of public present

20/001 Apologies for absence received from District Councillor M Inskip

20/002 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:  
20/009 Planning K Mackender 21 High Street (consultee)  
20/009 Planning J Bibby 15 Martins Lane (consultee)  
20/008 Co-option Parish Councillor vacancy L Holdaway (neighbour)  
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 - none

20/003 Dispensations:  
To note any new Dispensations granted: Nil

20/004 Public Participation  
Chair welcomed the member of the public and asked if there was anything on the agenda he wished to speak on. The member of the public did not wish to speak.

20/005 **Minutes**  
Minutes of the meetings held on 13 November 2019 and 9 December 2019 were confirmed as a true record and signed by the Chairman, and agendas of same dates signed by Chairman as confirmation of the business transacted at that meeting. Proposed K Mackender, seconded J Bibby and unanimously resolved.

20/006 **Matters arising from previous minutes** (for information)  
*19/225 Cemetery Lychgate.* Lychgate had been removed and ground works completed. Clerk confirmed first stage payment. The contractor was now making the new lychgate and he would be installing at the cemetery and completing the tile works etc towards the end of January.  
*19/222 Planning Applications: - 21 High Street.* Noted ECDC were working with the developers regarding wall at the end of High Street which had been removed unexpectedly.  
*19/238 Planning Applications: - 9 High Street* Noted building had been moved 1m East due to Building Regulations. Clerk would write to ECDC to obtain more information as requested by meeting.

*Clerk*

20/007 **Reports from District and County Council representatives**  
The reports had been previously circulated. Noted Sanctuary Housing were repairing paths and car park at bottom of Westway Place. Flooding from the ditch had been a problem with tree roots in ditch and waste deposits causing areas to dam.  
Responding to questions about the Great Ouse Tidal River System and Strategy Ouse Washes (agenda item 20/010) the District Councillor summarised the proposals. Some works were being undertaken on the banks but it was a big project over about 80 years, working with Cambridgeshire County Council as the Lead Flood Authority and the Environment Agency. It was hoped parish councils would engage; this would be useful after stage 1, the, scope exercise, had been completed,

- 20/007 **Reports from District and County Council representatives (cont)**  
 by April 2020. The next stage would examine what could be done, options, and what could be done in 5 year phase; 3<sup>rd</sup> phase would be implementation stage which would be over a much longer time frame. Little Downham Parish Council, who were inviting other parishes to support them, were concerned that changes to the South Level bank and stopping up the channel at Welney could cause flood waters to breach the South Level Barrier Bank around Little Downham where it was known to be low. The Environment Agency Engineers advised that it was more complex with a number of factors influencing the situation including whether flooding would be due to tidal, fluvial or combined conditions. The District Councillor advised that she was now a member of the Littleport and Downham Internal Drainage Board. J Lucas offered to read up reports for Parish Council and report back and this was accepted.  
 Climate Strategy Consultation (agenda item 20/012) surveys for individuals to complete. County Councillor Duprè said some villages were engaging in these initiatives and she hoped the County Council would encourage and support parishes if they wanted to design and implement a strategy. The Mayor was considering setting up a Commission.  
 ECDC Waste Collections on private and unadopted roads – no streets in Witcham had been included on the list recently published by ECDC so existing arrangements for collection of recycling and waste bins should remain unchanged.  
 Ely South Integrated Neighbourhood Launch Event 15 January – integration of health and social care etc with a stronger supportive role being encouraged from Parish Councils.
- 8.10pm District Councillor L Duprè was thanked and she left the meeting.  
 8.10pm L Holdaway had declared an interest and left the meeting for the following item
- 20/008 **Co-option to fill Parish Councillor Vacancy**  
 Ballot sheet for co-option of applicant who had presented at the November meeting was circulated to each Councillor. (2<sup>nd</sup> applicant had withdrawn)  
 Result of secret ballot: Co-option of applicant: Yes – 0, No – 4  
 The vacancy was not filled. Clerk to inform applicant and vacancy to be re-advertised. *Clerk*
- 20/009 **Planning applications**  
 K Mackender had declared an interest in the following application and left the meeting.  
 L Holdaway returned to the meeting.  
 19/01170/FUL Pond Farm, 21 High Street, Proposed garage including a 1.8m boundary brick wall - amendment to access and materials  
 8.15pm Member of the public left the meeting  
**Resolved** the Council had no concerns regarding the amendment. Proposed J Lucas, seconded M Housden *Clerk*  
 8.18pm K Mackender returned to the meeting  
 19/001045/OUT Hillcrest Mepal Road, Proposed 2No 4-bed houses and 1No 4bed bungalow with new access for Hillcrest – amendment involving access  
**Resolved** that the Council had no concerns regarding this amendment. Proposed L Holdaway, seconded Chairman *Clerk*  
 19/01587/VAR 9 High Street Vary Condition 1 (approved Plans) of previously approved 18/00326/RMA for reserved matters for low energy sustainable home, located within the northern boundary of No9 High Street – to note larger scale location plan available.  
**Resolved** that the Council had no further comment to make in respect of the larger scale location plan. Proposed J Lucas, seconded J Bibby. *Clerk*  
 8.24pm J Bibby had declared an interest in the following application and left the meeting.  
 19/01617/OUT 15 Martins Lane Development (7 homes) Outline planning application (all matters reserved except access) for the erection of 6 dwellings with a new access from Martins Lane and associated open space.  
**Resolved** that the Council had concerns in respect of highways – traffic flow in and out close to bend, and referred to comments made for previous application for the site (Minute 19.164) regarding lack of parking spaces, no proper pavement within the development and utility issues. Scale down development. Proposed J Lucas, seconded L Holdaway. District Councillors to be asked for the application to be called in to the Planning Committee for determination. *Clerk*  
 8.33pm J Bibby returned to the meeting.

20/009	<p><b>Planning applications</b> (cont)</p> <p>19/01661/FUL Windrush 22 High St Caravan shelter (retrospective)</p> <p><b>Resolved</b> that the Council had no concerns. Proposed J Lucas, seconded L Holdaway</p> <p>18/01487/NMAA 8 Silver Street Non material amendment to previously approved 18/01487/FUL for single storey and first floor extension</p> <p><b>Resolved</b> that the Council had no concerns. Proposed Chairman, seconded J Bibby</p> <p>19/01759/AGN Wilby Hill Farm, Long Causeway, Coveney Construction of 1no. steel portal framed building for agricultural use</p> <p><b>Resolved</b> that the Council had no concerns. Proposed J Lucas, seconded J Bibby</p> <p>The following Consent was noted:</p> <p>19/00485/TRE Glebe Lodge High Street, maintenance tree works: Holly, 4x Lime and Elm</p>	<p>057/.....</p> <p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p>
20/010	<p><b>Great Ouse Tidal River System and Strategy Ouse Washes: Section 10</b></p> <p>Correspondence from Little Downham Parish Council requesting support had been previously circulated together with reports and the District Councillor had provided a summary and background information (Minute 20/007)</p> <p><b>Resolved</b> that Clerk write to Little Downham Parish Council to confirm Witcham Parish Council would be happy to work with other parishes to discuss issues of mutual concern, copied to MPs, Lead Flood Authority (CCC) ECDC and County and District Councillors. Proposed J Lucas, seconded Chairman.</p>	<p><i>Clerk</i></p>
20/011	<p><b>Finance</b></p> <p>a) Renewal of membership 2020 - Cambridgeshire ACRE</p> <p><b>Resolved</b> to renew membership of Cambridgeshire ACRE for 2020, £47.50 plus VAT. Proposed J Lucas, seconded L Holdaway</p> <p>b) Witcham Cricket Club 2020 grasscutting.</p> <p><b>Resolved</b> to accept the quote from Witcham Cricket Club for cutting grass at recreation ground for £450. Proposed K Mackender, seconded L Holdaway</p> <p>c) Receipts and payments for December 2019 and January 2020, previously circulated, had been checked by J Bibby and confirmed as correct. Clerk advised that as had previously been agreed, the lychgate contractor had submitted first invoice for part payment of project covering ground works etc (£3000) and in consultation with Chair and Vice-Chair had arranged for cheque to be raised and despatched.</p> <p><b>Resolved</b> to approve the receipts and payments as listed at the end of these Minutes. Proposed J Bibby, seconded Chairman</p>	<p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p>
20/012	<p><b>Consultation Documents</b></p> <p>Cambridgeshire County Council Climate Strategy Consultation 20 December – 31 January 2020</p> <p><b>Resolved</b> that individuals would complete survey. Proposed J Lucas, seconded J Bibby.</p> <p>Cambridgeshire and Peterborough Minerals and Waste Local Plan: Proposed Submission Plan Consultation: 15 November 2019 – 9 January 2020</p> <p><b>Resolved</b> the Council had no comments to make. Proposed Chairman, seconded K Mackender</p>	<p><i>All</i></p> <p><i>Clerk</i></p>
20/013	<p><b>Recreation Ground</b></p> <p>K Mackender confirmed he had checked the play areas during the absence of the Chairman and there was nil to note. He would forward details to Chairman to go in weekly inspections log.</p>	<p><i>KM/</i> <i>Chairman</i></p>
20/014	<p><b>Correspondence</b></p> <p>The following items, previously circulated, was received and noted:</p> <p>ECDC Code of Conduct training 26 November 2019 leaflets (none of the Councillors had been able to attend the event)</p> <p>CCC Tackling Scams in your parish – Cambridgeshire and Peterborough Support Against Scams Partnership. J Lucas to include item for Neighbourhood Watch</p> <p>ECDC Waste Collections on Private and Unadopted Roads (previously noted no change in arrangements for Witcham (Minute 20/007))</p> <p>CCC Roadworks and Events</p> <p>NALC Bulletins and Spring Conference and Open letter – working together to build stronger communities</p>	<p><i>JL</i></p>

- 20/014 **Correspondence (cont)**  
 Ouse Washes Bank works - December Newsletter  
 Flooding Drains Westway Place (bottom car park/green area) (Minute 20/007) and Clerk to ask ECDC to remove old light on bottom car park following their recent replacement with new. *Clerk*  
 ECDC Youth Strategy Focus Group Results  
 Invitation to Ely South Integrated Neighbourhood Launch Event 15th January 2020 (No one able to attend)  
 Request to support the Local Electricity Bill – no action
- 20/015 **Street lights and highways**  
 No items reported
- 20/016 **Community Police**  
 No items reported
- 20/017 **Reports of any meetings attended by Clerk and Councillors**  
 No items reported
- 20/018 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 20/019 and 20/020 namely quotations for flashing speed signs and cemetery extension 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. Proposed by Chairman.  
 There were no members of the public present.
- 20/019 **Mobile Flashing Speed Signs**  
 Information and quotes previously circulated (November meeting)  
**Resolved** that the Council should purchase one Westcotec mobile flashing speed signs with 4 brackets, and data collection software approx. £3350 plus VAT subject to final arrangements and agreement with Cambridgeshire County Council, together with completion of Agreement and application documents. Proposed J Lucas, seconded J Bibby *Clerk*  
 K Mackender, M Housden and member of public would look after the signs, changing locations, batteries etc as volunteers. Noted these activities required 2-man gang in hi viz jacket, in accordance with CCC Agreement document. The software for data gathering would be in the shape of an App for mobile phone.  
 Clerk to progress application and agree sites as discussed in the meeting with CCC, and draft policy procedure for maintenance activities etc. *Clerk*
- 20/020 **Cemetery Extension**  
 The agent for 15 Martins Lane had declined to accept the invitation to attend this meeting. Nothing further to report, and all subject to outcome of planning application at 15 Martins Lane.
- 20/021 **Items for the Next Agenda and date of next meeting:** 12 February 2020  
 Clerk advised that a further planning application for 21 High Street (2 dwellings and barn conversion) off Headleys Lane) had been received earlier in the day and she would call an additional meeting to deal with this. Clerk was asked to contact ECDC to get summary of what the differences were in relation to previously approved application for this site.  
 There being no further business the meeting closed at 9.20pm

December and January Schedule of Receipts and Payments

		£	£	£
Receipt	UK Power Networks	63.89		63.89
Payments	001823 cancelled			
	001824 RJK Carpenter (Lychgate)	3000.00		3000.00
	001825/6 Admin costs Jan	364.05		364.05
	001827 CCC Street Lighting	267.43		267.43
	001828 Cambridgeshire ACRE membership	47.50	9.50	57.00

Signed ..... Dated .....