

## WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 13 July 2016 at 7.30 pm in the Village Hall, Witcham

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**Present:** M Housden (Chairman), K Mackender (Vice Chairman), L Elbourne, J Herbert

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

Rebecca Saunt, Planning Manager, ECDC  
1 Member of the Public (Public Participation)

Action

Chairman welcomed Rebecca Saunt, ECDC Planning Manager, who would be giving a brief talk about the service and planning department review. He also welcomed the representative from Amberlea Kennels regarding planning application 16/00718/FUL

16/129 **Apologies for Absence** were accepted from J Lucas (work commitments) J Bibby (holiday) Apologies also received from District Councillor A Bailey

16/130 **Declaration of Interest:**

The following declarations of interests were made:  
Pecuniary interests - none  
Personal interests - none  
Prejudicial interests - none

16/131 **Dispensations:**

To note Dispensations: Nil

16/132 The Chairman closed the meeting to allow 1) Amberlea Kennels representative to speak and 2) ECDC Planning Manager give presentation regarding changes in planning.

**Public Participation:**

- 1) The representative from Amberlea Kennels presented a copy of the letter to ECDC regarding concerns about retrospective application for Events Venue next to the kennels (16/00718/FUL below). There was concern about the adverse impact on the business, the animals and residents, including noise, smells, traffic and parking. The Clerk had also previously circulated information from Amberlea Kennels to Councillors. The representative left at 7.55pm.
- 2) Rebecca Saunt explained that she had taken over as Planning Manager in November and that there had been a review of the Planning Department, including surveys engaging parish councils and agents. Planning Officers could be contacted on direct dial instead of people having to go through customer services and the first of the parish newsletters and up-dated leaflets, including website and links had been circulated. The Enforcement team was also reviewing their practices and procedures and a new complaint form had just been circulated. In addition to the set of leaflets, Rebecca also circulated a guidance sheet on 'material considerations'.

Councillors asked about the progress with the new Local Plan and discussed the implications of the District Council having an inadequate 5 year housing supply. Councillors reiterated that as with the last Local Plan there was some strong feeling from residents that they wanted to protect the village from too much development;

16/132 **Public Participation (cont)**

this had been raised again at this year's Annual Parish Meeting. Councillors expressed concern that at the moment potential developers did not have to restrict applications for development to within the existing development envelope. Rebecca advised that by October/November the new Local Plan would be gaining weight.

Councillors expressed concern that inadequate parking provision was made for new housing developments and as they had predicted this had resulted in chronic parking problems at The Orchards and Westway Place. Rebecca advised that parking on pavements and inconsiderately at junctions was a matter that should be referred to the Police to deal with.

Councillors thanked Rebecca for attending; the talk had been very informative and helpful. She left at 8.18pm

Chairman re-opened the meeting to resume the business on the agenda.

16/133 **Minutes of the meeting** of 8 June 2016 had been circulated, were confirmed as a true record and signed by the Chairman. Proposed K Mackender, seconded J Herbert and unanimously resolved

16/134 **Matters Arising**

There was none

16/135 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Reports from the County Councillor and District Councillors had been previously circulated. County Councillor L Dupré further reported that the local Devolution consultation was online. She left at 8.21pm

District Councillor Bradley further reported that he was investigating water run-off problems in the High Street and pursuing drainage problems on land north of Claire Farm/the Catchwater. He offered his assistance to work with ECDC for grants towards new play equipment when the Council was ready to do the play area. He circulated leaflets that had been distributed at the recent Emergency Planning seminar held at Haddenham for Parish Councillors. He advised that works were starting on the Stuntney By-pass and the new Ely Cinema and Leisure Centre were on track and gave an up-date on the plans for Barton Road.

The Chairman closed the meeting at 8.30pm in order that photos could be taken of the new village hall roadway for ECDC so that the grant monies could be released as soon as possible. Councillor Bradley left the meeting.

The Chairman re-opened the meeting at 8.35pm

16/136 **PLANNING**

16/00545/FUL Witcham Lodge Headleys Lane. Ground and first floor side extension. Unanimously resolved that there was no objection to the application. Proposed K Mackender, seconded M Housden. *Clerk*

16/00718/FUL Rose Barn Ely Road Sutton Change of used to mixed use – landscaping contractors and events venue.

The Council was concerned that issues in respect of traffic and parking had still not been adequately addressed following the application submitted at the end of 2015 (15/01477/FUL). There was certainly a loss of residential amenity for the people living in this vicinity and concern for the animals at the adjoining property, the kennel and cattery business established since the 1970s. A turf/landscaping business had been run from this site for decades. Noted the events business was still being run while the application was being considered and a marquee had been erected. It was not clear that licensing regulations were being complied with.

16/136 **PLANNING (cont)**

16/00718/FUL Rose Barn Ely Road Sutton Change of used to mixed use – landscaping contractors and events venue. (cont)

Unanimously **resolved** that the Council object to this retrospective application and request it go to ECDC full Planning Committee on the following grounds:

In addition to the issues regarding parking facilities and traffic, the Parish Council was concerned about noise and disturbance resulting from use including the proposed hours of operation: music, adults, children, vehicles etc (events are due to finish by midnight); smells and fumes - cooking/food smells especially barbecues, hog roasts, smoke. Both of these points make this site for an events location incompatible and unacceptable use; understood that these activities are disturbing for the animals at the long established cattery and kennels and a nuisance for nearby residents.

The Parish Council reiterated its concerns regarding highway safety - access and the impact of increased traffic associated with this change of use: The Parish Council was concerned about highway safety as this section of the A142 had been an accident spot for years, including a recent fatality. Neither end of this private road was without risk for vehicles attempting to get off or on to the A142 due to speed and density of traffic here at any time of day. With expected attendances of up to 100 people for these events plus service staff there was inadequate parking on site. The road in front was privately owned by the applicant and adjoining property owners and was not now a public road, nor a public right of way. Parking on the private road restrained access to the other businesses on site as well as causing overnight parking.

*Clerk*

Proposed Chairman, seconded L Elbourne.

16/137 **RECREATION GROUND****Weekly Inspections**

Chairman reported that there was nothing to report on the weekly inspections of the play equipment and recreation ground.

**Annual Inspection Report**

The 2016 Annual Report by Wicksteed was received and accepted. (Copy circulated to councillors for discussion and review at the meeting). M Housden to replace missing cap on multi-play unit and review back slat on concrete seat. He had cut back foliage overhanging infant play equipment and would check the gates for closing rate. The ropes on the tightrope walk and plank would be monitored.

*MH*

**Request to Site a New Memorial Seat on Recreation Ground**

L Elbourne advised that people in the village had wanted to have a collection to buy a memorial seat for Don and Beryl Saberton in recognition of their contribution to the village, in particular the village hall, cricket and youth work. The pub was facilitating a collection.

In principle the Council was agreeable to a new seat being placed on the recreation ground. L Elbourne to obtain quotes and would report back to Council to confirm arrangements for where the seat should be sited.

*LE*

**Request for Use of Recreation Ground for Ely Band Concert Tuesday 16 August 2016**

Clerk had received an email from the Chairman of the Village Hall advising that arrangements had been made for the Ely Band to give a concert at the Village Hall on the evening of 16 August, 2016. The Village Hall Chairman had advised that the Band might play in the car park if it was a nice day or maybe move on to the field.

*Clerk*

Chairman presented the application for consent to use the recreation ground. Resolved that there was no objection to the Village Hall using the recreation ground if needed, subject to any requisite licences and that consideration be given to people living in the area as it was noted the timings were 6pm until 10pm, although this was understood to be covering setting up and clearing away. Proposed Chairman

16/138 **2016 BEST KEPT GARDEN COMPETITION**

Results of the 2016 Competition were  
 Best Overall: 9A Martins Lane, Runner-up: 4 The Slade  
 Best Flower Garden: 16 Silver Street, Runner-up 32 High Street  
 Best Vegetable Garden: Hillcrest, Mepal Road. Runner-up: High Point Hive Road

**Resolved** that the Clerk write to the judge and purchase a bottle of wine to thank him.  
 Proposed by Chairman.

*Clerk*

J Bibby was collecting salvers and shield for inscription and presentation.

*JB*16/139 **COMPLAINT: DOG FOULING HEADLEYS LANE**

Chairman reported that he had received complaints about persistent dog fouling at Headley's Lane. It was confirmed that witnesses should pass details to ECDC for enforcement procedures to be implemented and cleaning. Note to go in next newsletter.

*JH*16/140 **COMMUNITY POLICE**

There were no issues received for reporting to the Police

16/141 **REPORTS OF MEETINGS**

There were no reports received

16/142 **STREET LIGHTING AND HIGHWAYS**

There were no issues received to report to the County Council

16/143 **CORRESPONDENCE**

The following were received and noted:

Rights of Way Improvement Plan [Updated Rights of Way Improvement Plan 2016 \(pdf, 6.15MB\)](http://www.cambridgeshire.gov.uk/info/20006/travel_roads_and_parking/66/transport_plans_and_policies)  
[http://www.cambridgeshire.gov.uk/info/20006/travel\\_roads\\_and\\_parking/66/transport\\_plans\\_and\\_policies](http://www.cambridgeshire.gov.uk/info/20006/travel_roads_and_parking/66/transport_plans_and_policies)

*All*

CCC/Network Rail Consultation, Closure of level crossings

Ouse Washes Landscape Photography

East Cambs Growth Delivery newsletter

Sanctuary Retirement Living Service Update

Mental Capacity Act and Deprivation of Liberty Safeguards newsletter

East Cambs Parish Conference Emergency Planning 15 June 2016

PRS Music Consultation (licensing)

CCC Transforming Lives Briefing

Came and Company – change of trading style Stackhouse Poland Ltd

ECDC Planning Enforcement including report form

ECDC Planning summer newsletter

CCC Footway/cycleway Sutton to Witchford additional works. The Council supported improvements to the two old sections of the Sutton and Witchford route and noted that patch works had been made on the new works around Witcham Toll

*Clerk*16/144 **FINANCE****NALC/SLCC 2016-18 National Salary Award**

Resolved that the Clerk's salary be increased to take into account the recommendations in the NALC/SLCC 2016-18 National Salary Award: A two year award with the first increment back dated to 1 April 2016 and the second award becoming effective from 1 April 2017. Proposed K Mackender, seconded M Housden

16/144 **FINANCE (cont)****Receipts and Payments**

The following receipts and payments were checked by the Chairman.

Proposed by L Elbourne, seconded by J Herbert and unanimously resolved to approve the following:

		£	£	£
Receipts:	Nil			
Payments				
	001580 Truelink grounds mntnce June	346.00	69.20	415.20
	001581 Clerks salary (July)	219.84		219.84
	001482 CCC LGSS	108.49		108.49
	001583 Wicksteed Annual Play Inspn	45.00	9.00	54.00
	001584 J Wells Wot's On copying	11.10		11.10
	001585 J&JA Construction	11950.00	2390.00	14340.00
	d/d Talk Talk	3.17		3.17

**Resolved** that approval be given for the Clerk to attend the CAPALC Annual Catch-up Day on 15 July 2016 at Bluntisham at a cost of £30. Proposed Chairman *Clerk*

Grounds Contractor contract: Clerk advised that a resident had contacted her to say that he had an agreement to cut the hedge on the recreation ground bordering High Street. She pointed out that this had in fact been included in the grounds contractor schedule for years.

**Resolved** that Clerk contact the resident to enquire what height he would like the hedge and explain that it was already in the grounds maintenance contractor schedule. Proposed K Mackender, seconded M Housden *Clerk*

Noted that the ECDC grant for the village hall roadway of £10,000 was expected to be transferred to the bank account to cover cheque 001585 in the next few days.

As there would be no August meeting approval was given for the Clerk to arrange for urgent payments eg.

Truelink grounds maintenance (July) invoice due early August  
Salaries (August)

**Review and Approval of Quarterly Accounts and Report**

Quarterly accounts and reconciliations had been previously circulated. As it was very late in the evening this item was deferred to the next meeting.

**Pensions Auto-enrolment Declaration**

Clerk confirmed that the Declaration had been made and an acknowledgement received from the Pensions Regulator

The LGSS Pension valuation questionnaire was completed by Councillors.

*Clerk*

16/145 **DATE OF NEXT MEETING**

Wednesday 14 September 2016 at 7.30 pm.

**ITEMS for next agenda:** Time-banking scheme

Any business, including receipts and payments, to be considered at Parish Council meeting must be delivered to the Clerk at least 7 clear days prior to the meeting. (*Standing Orders 4 and 5*) *All*

There being no further business the Chairman declared the meeting closed at 10.00 pm

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