

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 14 February 2018 at 7.30 pm in the Village Hall, Witcham

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

In attendance Mrs S J Bell (Clerk)
 Cllr A Bailey (ECDC)
 Cllr M Bradley (ECDC)
 Cllr L Duprè (CCC)
 2 Members of the public

Action

18/027 **Apologies for Absence** were accepted from J Herbert, J Lucas, K Mackender,

18/028 **Declaration of Interest:**

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

18/029 **Dispensations:**

To note Dispensations: Nil

18/030 **Public Participation:** The Chair opened the meeting and welcomed the two members of the public who were attending regarding item 18/037 - 30mph and 40mph speed signs. Progress report was given. Clerk confirmed the Parish Council had now issued the instruction to the County Council to proceed. They were now making arrangements for the necessary Traffic Regulations Order for the 30mph extension/40mph zone.

The Chair thanked the members of the public for their attendance and they left the meeting at 7.45pm. Public participation section closed and the Chair re-opened the Council meeting.

18/031 **Minutes of the meeting** of 10 January and 24 January 2018 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of the same dates signed by Chairman as confirmation of the business transacted at that meeting. Proposed L Elbourne, seconded by J Bibby and unanimously resolved.

18/032 **Matters Arising**

There were none

18/033 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Reports from County and District Councillors had been circulated and were noted. There were no questions for the County Councillor and she advised that she would now be posting her report on-line.

District Councillor M Bradley advised that the District Council was dealing with ensuring that the water flowed in the ditches across the back of Westway Place and would be working with landowners. He gave a brief report on the Great Ouse Tidal River Baseline Report of July 2017, published by the Environment Agency. It was noted that when the banks had been improved in years gone by, the Government had heavily funded but the latest report advised that the Flood and Coastal Erosion Resilience Partnership Funding (PF) was the mechanism used by Government since 2011 for allocating government funding for Flood and Coastal Erosion Risk Management (FCERM) projects, ie grant funding, which is based on outcome of a project in terms of number of households protected and other benefits achieved. The south bank needed works, estimated costs Earith to the Wash £126m. Large shortfall in funding

18/033 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES (cont)**

from Government. Locally homes around Downham/Pymore (in his Ward) could be affected if there was a flood. He had arranged for the Environment Agency to come out to talk to ECDC on 26 April. There was a need to organise funding, the whole project being divided into cells along the length from Earith to The Wash.

The streetlight had been repaired at Westway Place two weeks ago and had been adopted by the District Council. With regard to parking problems on the north side of Westway Place, the District Council's legal team was looking at the covenants to decide how to proceed. Residents may order an additional blue recycling bin for £25 from ECDC. Dates for Speedwatch campaign to be organised.

The were no questions arising from District Councillor A Bailey's report.

18/034 **GREAT OUSE TIDAL RIVER BASELINE REPORT**

District Councillor M Bradley had made reference to this under item 18/033. He added that Parish Councillors would also be invited to the meeting on 26 April at ECDC. Ways of raising funding for the projects was to be discussed but he wanted to ensure that the voice of local people was heard.

The County and District Councillors left at 8.05pm

18/035 **PLANNING**

17/02023/FUL 8 Silver Street Witcham Single storey extension and first floor extension – amendment to structure of dormer window. Noted that this was a minor amendment regarding a change to the structure of the dormer windows and removal of cladding on some elevations, and that ECDC had been unable to give an extension for consideration at this meeting.

Resolved that the Parish Council had no concerns on these amendments. Proposed M Housden, seconded L Elbourne.

Clerk

18/002140/FUL land adj 25 Silver Street Proposed 2bed dwelling.

Resolved that the Parish Council had no concerns. Proposed L Elbourne, seconded J Bibby.

Clerk

The following ECDC Consent for Tree Works were noted:

1 Silver Street – Walnut crown reduction and removal of lower limbs

4 The Slade – Maple and Conifer Hedge to fell

Witcham House, Headleys Lane – Lime prune off low hanging branches and remove deadwood

18/036 **FINANCE**

- a) The quarterly accounts and reconciliations to 31 December 2017 were presented by the Clerk having been previously circulated together with budget review. The bank statements were checked.

Resolved to approve the quarterly accounts and reconciliations to 31 December 2017 and accept the budget review, and the Chair signed off the documents accordingly. Proposed J Bibby, seconded L Elbourne.

- b) 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. Proposed L Elbourne, seconded Chairman

- c) The 2017/18 Fixed Asset Register had been prepared and previously circulated.

Resolved to approve the 2017/18 Fixed Asset Register. Proposed M Housden, seconded J Bibby

- d) The 2017/18 Risk Assessment Report had been prepared and previously circulated.

Resolved to approve the 2017/18 Risk Assessment Report. Proposed J Bibby, seconded L Elbourne

18/036 **FINANCE (cont)**

Clerk advised that she had just heard that the new village sign was ready and requested that if necessary she be permitted to pay the invoice before the next meeting. J Bibby or L Elbourne would be available for delivery and installation – Clerk to make arrangements. J Bibby would arrange storage of old sign. **Resolved** that the Clerk make arrangements for payment as necessary. Proposed Chairman and agreed unanimously.

Clerk

Clerk to obtain costs for fireproof box.

*Clerk*18/037 **30MPH AND 40MPH SPEED SIGNS**

There was no further update other than covered under item 18/030

18/038 **WITCHAM WEBSITE**

Clerk circulated list of items required for the website in accordance with the Publication Scheme. L Elbourne was awaiting texts and photos from members

*All*18/039 **RECREATION GROUND**

Chairman reported that there was nothing to report on the weekly inspections of the play equipment but the safety surface by the big swings needed monitoring. Clerk to check with Truelink regarding cleaning safety surfacing.

*Clerk*18/040 **CORRESPONDENCE**

The following were received and noted
 Expressions of Interest for projects for inclusion on the Council's CIL Regulation 123 List – No submission to be made
 Zurich training – no representative selected
 CCC Highways Events Bulletins
 CCC Funding of Services and Neighbourhood Cares
 CAPALC Lobby Day 20.3.18
 CAPALC AGM 22.3.18 – Chairman to attend if possible
 CAPALC GDPR training day 15 and 16 March 2018 Cambourne – Clerk to attend
 ECDC Enhanced Services for Planning Permission Applications
 Biodiversity Funding
 ECDC Infrastructure Report
 ECDC Tree Management Seminar – no lead appointed nor Councillor available to attend
 GDPR updates

*MH**Clerk*18/041 **STREET LIGHTING AND HIGHWAYS**

J Bibby reported that there was frequently a very large puddle of water at the entrance to Back Lane which now necessitated pedestrians to walk out into the road. Clerk to report to County Council Highways.

Clerk

Clerk reported on email received earlier in the day that the County Council Highways department intended to carry out kerbing works between 4 and 2a Martins Lane following complaints from residents that the verge was being damaged by vehicles in wet weather. This was expected to take place in the next financial year.

18/042 **COMMUNITY POLICE**

Noted that non-emergencies could be reported on www.cambs.police.uk/report/
 The Clerk had arranged for details to be put in the next What's On and on the Witcham website.

18/043 **REPORTS OF MEETINGS**

No reports were received

18/044 **DATE OF NEXT MEETING**

Wednesday 14 March 2018 at 7.30 pm.

ITEMS for next agenda: 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)

There being no further business the Chairman declared the meeting closed at 9.25pm

February Schedule of Receipts and Payments

| | | £ | £ | £ |
|----------|---------------------------|--------|-------|--------|
| Receipts | Nil | | | |
| Payments | | | | |
| | 001689 Truelink | 60.00 | 12.00 | 72.00 |
| | 001690 Clerk salary (Feb) | 224.26 | | 224.26 |
| | 001691 CCC LGSS (Feb) | 115.44 | | 115.44 |
| | 001692 J Wells | 11.10 | | 11.10 |

Signed Dated