

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 8 June 2016 at 7.30 pm in the Village Hall, Witcham

Present: M Housden (Chairman), K Mackender (Vice Chairman), J Bibby, J Herbert, J Lucas

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

No members of public present during meeting

K Mackender had completed the Declaration of Acceptance of Office and Code of Conduct as Vice-Chairman (Minute 16/088 of previous meeting refers)

16/107 **Apologies for Absence** were accepted from L Elbourne (holiday)
Apologies also received from District Councillors M Bradley and A Bailey (required at other meetings) Action

16/108 **Declaration of Interest:**
The following declarations of interests were made:
Pecuniary interests - none
Personal interests – J Herbert Minute 16/119 (work and Witcham What’s On)
Prejudicial interests - none

16/109 **Dispensations:**
To note Dispensations: Nil

16/110 **Public Participation:** J Herbert had declared a personal interest in item 16/119 Witchford Community Magazine as she did some freelance work for the editor on other publications and was taking over producing the Witcham What’s On. She had been asked by C Connor, Community Magazines – Waterland Media Ltd, to request the Council consider participating in this monthly glossy magazine in terms of contributing items of interest and events, and making a financial contribution of about £50 per month. It had been very successfully in Witchford and the company was now looking to expand into surrounding villages. The magazine would be circulated to all householders of the participating villages for free. J Herbert did not see that this would be a replacement for the Witcham What’s On but would be a means of bringing news and events of other villages to Witcham and vice-versa.

Information received and noted, to be discussed under item 16/119

16/111 **Minutes of the meeting** of 11 May 2016 had been circulated, were confirmed as a true record and signed by the Chairman. Proposed J Bibby, seconded J Lucas and unanimously resolved

16/112 **Matters Arising**
There were none other those that were to be considered as agenda items.

16/113 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

The County Councillor’s report had been circulated prior to the meeting. County Councillor L Duprè advised that Total Transport was to be considered in July. She had attended the public exhibition at Littleport earlier in the day about the proposals by Network Rail to close a further 140 level crossings in East Anglia. She confirmed that landowners requiring access to their property would be consulted and a second round of consultation was to follow. The closures were being made in the interests of safety and efficiency, including saving time on train journeys.

16/114 **EAST CAMBRIDGESHIRE LOCAL PLAN**

- a) ECDC had published the results of the "Call for Sites" exercise on 20 May 2016. Parishes were invited to comment on these suggested sites within their own and neighbouring villages in terms of housing, employment and green spaces. Details on the ECDC website (emailed 20.5.16)
- b) J Lucas had attended the Parish Conference on 2 June and her report (previously circulated) was received.

Noted that no new sites in Witcham had been identified but the Council realised that additional sites could be put forward during the further consultation phases and therefore the current Witcham development envelope was not secure. The Council was concerned as parishioners had expressed strong views that development was not wanted. This had been reiterated at the Annual Parish Meeting this year.

Clerk

The Council looked at proposals for neighbouring villages and could see nothing that would directly impact on Witcham.

16/115 **LOCAL GOVERNMENT BOUNDARY COMMISSION - ELECTORAL REVIEW OF CAMBRIDGESHIRE**

Councillors had reviewed the new draft recommendations on the LGBC website.

Resolved to respond reiterating all comments made at the first stage of the consultation process (letter of 1 July 2015). Proposed J Lucas, seconded K Mackender

*Clerk*16/116 **RURAL SERVICES GRANT**

The Rural Services Grant from ECDC of £2904.76 was received.

Resolved that this money be earmarked for the recreation ground. Proposed K Mackender, seconded J Lucas.

16/117 **ANNUAL PARISH MEETING 2016**

The Minutes of the Annual Parish Meeting of 18 May 2016 were received and reviewed.

East Cambridgeshire Local Plan 2016 – 2036 was ongoing and parishioner concerns were noted.

Derelict building Park Lane. Clerk had reported concerns that the site was unsecured and been advised that the landowner had discussed the problems with the police for advice.

Resolved that the Clerk should write again to the landowner reiterating the Council's concerns that it was the landowner's responsibility to ensure the whole site was secure and safe to prevent access by anyone. Proposed K Mackender, seconded M Housden

*Clerk*16/118 **RECREATION GROUND**

- a) Clerk reported that the bench on the recreation ground adjacent Martins Lane had been returned to site. Chairman confirmed he had re-secured the bench.
- b) Chairman reported that there was nothing to report on the weekly inspections of the play equipment and recreation ground
- c) Clerk reported that the annual inspection was due to take place on 9 June and the report would be circulated on receipt.
- d) Chairman reported that the drive across the recreation ground to the Village Hall had been completed and everyone was delighted with the results. Clerk to pass on the Council's appreciation to the contractor. Agreed the 3 speed bumps should each be painted with white triangles, to be consistent with similar schemes. J Herbert reported that the Village Hall Committee thanked the Parish Council for getting the work done. Chairman advised that the contractor had felt that the footway at the end of the drive

*Clerk**Clerk**MH*

16/118 **RECREATION GROUND (cont)**

needed doing (letter received) and he had been advised to liaise with the County Council. Approval was given for the Clerk to arrange for payment of the invoice as soon as received subject to liaison with ECDC regarding the grant.

Clerk

e) Memorial seat – In the absence of L Elbourne, Chairman proposed and it was agreed to defer item

LE

f) Application for use of recreation ground by Village Hall Committee for Annual Pea Shoot. The application was received at the meeting. It was checked by Chairman and Clerk and found to be satisfactory.

Resolved that consent be given for the Village Hall Committee to use the recreation ground for the Annual Peashoot on 9 July 2016. Proposed K Mackender, seconded J Lucas.

*Clerk*16/119 **WITCHFORD COMMUNITY MAGAZINE**

Consideration was given to include Witcham news and events in this magazine based in Witchford with the editors planning to expand it to cover several villages in the area.

Resolved that the Clerk should write to C Connor to advise that the Council did not want to participate and there would no budget for a financial contribution, although there was no objection to the publication of village events and a free copy being delivered to each householder in Witcham.

*Clerk*16/120 **INTERNAL AUDITOR**

The Clerk reported that the current Internal Auditor had indicated that he was reducing his workload and would not carry out the internal audit for 2016/17.

Clerk instructed to make enquiries with CAPALC, SLCC and neighbouring Clerks to find a new Internal Auditor, and to report back findings to Council.

*Clerk*16/121 **OUSE WASH LEASE**

Clerk reported that the lease had been prepared (circulated prior to the meeting).

Resolved that the new Lease be signed by the Clerk and Chairman. Proposed by Chairman and agreed unanimously.

Clerk

Resolved that the Clerk make arrangements for payment of the invoice, quoted at £200 plus VAT, upon receipt. Proposed by Chairman and agreed unanimously.

*Clerk*16/122 **2016 BEST KEPT GARDEN COMPETITION**

J Bibby and J Lucas were drawing up the list of people who wanted to be included in this year's competition and arrangements were in hand for the judging to take place on the morning and afternoon of 20 June 2016. Clerk asked that they collect in the salvers and shield ready for inscription.

*JB**JL*16/123 **COMMUNITY POLICE**

There were no issues of note

16/124 **REPORTS OF MEETINGS**

J Lucas reported on the Coveney Byall Fen Opening Event on 6 June 2016. Future meetings were planned for up-dates and an opportunity to discuss any concerns.

16/125 **STREET LIGHTING AND HIGHWAYS**

Clerk to report that the tarmac had dropped around the street light outside the first dwelling in The Slade to Balfour Beatty.

Clerk

16/126 CORRESPONDENCE

The following were received and noted

Planning

ECDC Witcham Lodge, Headleys Lane sun lounge and works to boundary wall approved

CCC Public Health Annual Report (copy available from Clerk)

Centenary Fields – 100th anniversary of Battle of the Somme – commemorate green space programme

Cambridgeshire ACRE newsletter May

Coveney Byall Fen Opening Event 6.6.16 (emailed 1.6.16)

CCC Highways Open Days Witchford – 25.7.16 (emailed 17.5.16)

CCC Transforming Lives Briefing (emailed 1.6.16)

CCC Sharing the Caring (emailed 1.6.16)

CCC Parish News (emailed 13.5.16)

CamSAR (emailed 20.5.16)

ESACT (Dial-A-Ride) luncheon and day trip programmes (to be posted on noticeboard and at Village Hall)

16/127 FINANCE

The following receipts and payments were checked by K Mackender.

Proposed K Mackender, seconded Chairman and unanimously resolved to approve the following

		£	£	£
Receipts:	ECDC Rural Services Grant	2904.76		2904.76
	A K Lander Ltd (Memorials – EY)	42.00		42.00
Payments:	001574 Truelink (Grounds Maintenance for Mar, Apr and May	760.00	152.00	912.00
	001575 Clerks Salary (June)	219.84		219.84
	001576 CCC LGSS	108.49		108.49
	001577 Post Office Ltd HMRC Apr May Jun	164.80		164.80
	001578 FJ Wells reimburse Ionl website	31.43		31.43
	001579 JP Wells reimburse what's On copying May and June editions	22.20		22.20
	d/d Talk Talk	0.48		0.48

The Clerk's report on the review of the 2015/16 budget and review of budgets/Precept for 2016/17 was received and reviewed. Total expenditure for the year was £11908 against a budget of £11894. There had been a significant overspend on areas within grounds maintenance but there had been savings on admin costs, and the repainting of the telephone kiosk and repairs to the bus shelter and street furniture had been deferred. Income for the year including Precept, cemetery and interest was £14411 against an expected budget income of £13640.

Clerk had had the computer and printer appraised. It was 7 years old and she had been advised there would be problems in up-grading from Windows Vista to the latest Windows and that the battery life was nearly done. She was asked to research a new computer and printer and report back to Council.

Clerk

J Herbert confirmed that her enquiries had not led to identifying someone who could repaint the telephone kiosk and village sign. Clerk to make further enquiries.

Clerk

J Lucas left the meeting at 9.35pm

16/128 DATE OF NEXT MEETING

Wednesday 13 July 2016 at 7.30 pm.

ITEMS for next agenda: MH reported that one of old trees on the recreation ground adjacent Martins Lane, near the bus shelter had died. It was a relatively small tree and was stable so would be reviewed for removal later.

16/128 **DATE OF NEXT MEETING** (cont)

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

All

The cheques were signed and there being no further business the meeting closed at 9.40pm

Signed Dated