

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 14 November 2018 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

Cllr L Duprè (CCC)
 Cllr M Bradley (ECDC)
 3 Members of the Public (Public Participation)

1 Member of public stayed for the meeting to 18/213
 2 Members of public stayed for the meeting to 18/214 (see Minutes)

18/206 **Apologies for Absence** were received from S Bell (Clerk) illness, and District Councillor A Bailey (previous commitment/meeting) Action

18/207 **Declaration of Interest:**
 The following declarations of interests were made:
 Pecuniary interests - none
 Personal interests - M Housden Item 18/214 Slade Farm (consulted neighbour)
 Prejudicial interests – none

18/208 **Dispensations:**
 To note Dispensations: Nil

18/209 **Public Participation:**
 Chair opened the meeting to allow members of the public to speak

2 Members of the public were attending to express concerns regarding planning application, 18/01251/OUT, 1 Market Way, bungalow, garaging etc. 4 main concerns:

- i) outside local planning boundary line.
- ii) existing roadway would not support new house/houses. Not clear who would fix or maintain the road to make it fit for purpose. Road crumbling away.
- iii) consultation process was very concerning. Original plans were withdrawn. Original consultees had not all been contacted again; residents in the area who had previously raised concerns had not been notified of new proposals. Site notice very unclear; no one would see it unless they really looked for it.
- iv) water pressure already very low in this area of the village, this proposal would add strain to the system and only make it worse. Overall the area would not support any more development. A member of the public wanted it noted that ECDC planning portal website was not displaying his full letter of concerns!

District Councillor M Bradley commented that this site had already been turned down and he would not support any more development south of Market Way.

A third member of the public advised that she had not been consulted about this new application and she had previously raised concerns on the original application. She did not want this area being opened up for development.

District Councillor M Bradley advised ECDC had received a large volume of applications and were under strain currently.

J Lucas asked County Councillor L Duprè if the Local Plan was on track to complete by the end of the year and she was advised that it was likely to run into 2019.

No further members of the public requested to speak and the Chairman closed the meeting to the public

18/210 **COUNCILLOR VACANCY – CO-OPTION**

One application had been received by the due date, copy circulated to Councillors. Chair opened the meeting and invited applicant to introduce herself. The applicant, L Holdaway, summarised her reasons, explaining that she wanted to give something back to the community and contribute to village life; in particular to increase social activities within the village and she was keen to involve younger people in parish council activities, and raise awareness of all the things the Council and members are involved in.

The Chairman thanked L Holdaway for her application and explained there would be a secret ballot.

The Chair closed the meeting to the public. The Council considered the application and secret ballot was held, slips passed to the Chairman.

Chair counted the votes and announced the result: 5 in favour of co-opting L Holdaway.

L Holdaway was thanked for applying and welcomed to the Council. (Declarations of Interest and Acceptance to be completed before attendance at her first meeting in December).

Clerk

18/211 **Minutes of the meeting** of 8 August 2018 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of same date signed by Chairman as confirmation of the business transacted at that meeting. Proposed J Lucas, seconded J Herbert and resolved.

J Bibby and K Mackender abstained as they were not present at this meeting.

Minutes of the meeting of 5 September 2018 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of same date signed by Chairman as confirmation of the business transacted at that meeting. Proposed J Bibby, seconded K Mackender, and resolved. J Lucas and J Herbert abstained as they were not present at this meeting.

Minutes of the meeting of 10 October 2018 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of same date signed by Chairman as confirmation of the business transacted at that meeting. Proposed K Mackender and seconded J Bibby, and resolved. M Housden abstained as he was not present at this meeting.

18/212 **Matters Arising**

18/191 Reports from County and District Councillors: Red telephone kiosk, District Councillor M Bradley to check with nearby residents who had made offer to him to donate for repainting etc.

18/193 Village Speed Signs, Chevrons: District Councillor M Bradley asked that the email requesting his assistance to obtain grant funding for flashing speed signs be sent to him again as he had not seen the first (Ref Min18/193). He said ideally need to get an 'approved' sign, one which is approved by CCC/Police/speedwatch so this could be used as part of Speedwatch activities.

No signs had been approved as yet, but this was being worked on. County Councillor L Duprè advised that CCC need to agree these types of approval. District Councillor Bradley was asked to explore grant and funding as this was a key focus area for the Parish Council. District Councillor Bradley suggested delaying the project for 2-3 months to await the 'approved' status of certain signs. District Councillor Bradley was asked to explore this now as the Parish Council was keen to proceed and already received a pledge of some funds available from local fundraising completed by the community after the speed limit reduction signs had been completed. District Councillor Bradley agreed to review and report back. Schemes mentioned included the Cambridge County Council Local Highways Initiatives Scheme and East Cambs District Council Community Fund.

18/194 2018 Autumn Litterpick: Noted that 6 people attended and 5 black sacks of rubbish were collected. A big thank you for everyone's help and support.

- 18/212 **Matters Arising** (cont)
18/195- Finance – Remembrance Sunday Poppy Wreath. Chair confirmed he had attended the service at Mepal, and he was thanked for his support.
18/199 – Cemetery Management – J Bibby and her husband were thanked for kindly levelling the graves where the ground had sunken.
18/202 Street Lighting and Highways: Noted the Clerk had reported growing of vegetables on land not owned by these residents to Public Rights of Way Officer. (Noted SLA for reply is 3 weeks)

18/213 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Reports from County and District Councillors, previously circulated, were noted. County Councillor L Duprè and District Councillor M Bradley gave a summary of their reports.

8.25pm L Holdaway, District Councillor M Bradley and County Councillor L Duprè left the meeting.

18/214 **PLANNING**

18/01024/FUL The Bungalow, Hive Road, Construction of office building on the site of a former pole barn Amendment – supporting information. Noted 5 car parking spaces now marked up and there was a proposal to put chippings on the public right of way.

Resolved that previous concerns still stood, and had not been adequately addressed. Proposed J Lucas, seconded Chairman. *Clerk*

Chairman proposed changing order of agenda to take planning application 18/01251/OUT whilst the two members of the public were present as observers. Agreed.

18/01251/OUT Land SW 1 Market Way Proposed bungalow, garaging, parking, turning and associated site works. Comments from the public under public participation were noted.

Unanimously **resolved** that the Council noted this new application for outline consent showed some change in design. However, as with planning application 17/01404/OUT, the Council objected to this application and requested outright refusal of permission. The Parish Council had the following concerns at that time and those concerns still stood for this new application, namely they were

1. The Council upholds previous statements and the wishes of Witcham community expressed during consultation procedures for the Local Plan, namely Witcham Parish Council does not support any development outside of the development envelope.
2. Access to Market Way is down a narrow country lane (Headleys Lane). Market Way itself is a public right of way which is, of course, not metalled highway and thus unsuitable for serving any additional traffic. The public right of way is enjoyed by walkers and horseriders.
3. Environmental Impact: Apart from the existing two dwellings (built in recent years to replace two old dwellings) this is on the fringe of the village and a natural wildlife habitat for a wide and varied range of creatures. Further housing development would be out of character with the surrounding green area and compromise the bio-diversity of this corner of our beautiful rural village.
4. Further, the Council is deeply concerned that this application could start a pattern of planning applications which would change the whole character in this quarter of our quiet picturesque rural village.

Proposed J Bibby, seconded J Lucas. *Clerk*

8.35pm: 2 members of the public left the meeting.

18/01071/VAR Rose Barn Ely Road Sutton Vary condition 4 (Use Class) of the decision dated 19.9.08 of previously approved 08/00746/FUL to allow up to 14 days in a year as an events venue. Amendment to reduce events from 14 to 12 per year with no more than 6 of

- 18/214 **PLANNING (cont)**
 these being evening events; attendees limited to 55 rather than 85; restriction on type of events to exclude wedding receptions were considered.
- Resolved** that the Council objected to the variation and reiterated its concerns expressed on its submission (email) of 12 September 2018. Proposed K Mackender, seconded Chairman *Clerk*
- 18/01481/OUT Slade Farm The Slade 2-storey dwelling
- M Housden had expressed a personal interest in the above application and left the room. K Mackender (Vice-Chair) took the Chair
- After discussion, it was unanimously **Resolved** that Witcham Parish Council had concerns about this application as follows: *Clerk*
1. Drainage issue already exist in this part of the village. This would only make current issues worse and drains need updating
 2. Water supply already poor – low pressure. This would make current issues worse and the water system needed up-dating.
- Proposed J Bibby, seconded K Mackender
- K Mackender asked M Housden to re-join the meeting and handed back the Chair to M Housden
- 18/01487/FUL 8 Silver Street Single storey and first floor extension *Clerk*
- Resolved** that the Council had no concerns and it would improve appearance of street. Proposed J Lucas, seconded J Bibby
- The following ECDC decisions was noted:
- 18/00718/FUL 25 Silver Street Detached 2-bed dwelling (re-submission 18/00140/FUL) Approved
- 18/00847/OUT 4 The Slade outline application for 1.5 storey bungalow together with associated parking and boundary fencing. Approved
- Tree Works within the Conservation Area - 34 High Street – fell conifer Approved
- 18/215 **FINANCE**
- a) Review budget quarterly accounts and approve reconciliations to 30 September 2018. Chair proposed that in the absence of the Clerk this item be deferred, and this was agreed. *Next Agenda*
 - b) Draft 2019/20 Budget and Precept: Chair proposed that in the absence of the Clerk this item be deferred, and this was agreed. *Next Agenda*
 - c) The November receipts and payments had been checked J Bibby and confirmed as correct.
- Resolved** to approve the receipts and payments as listed at the end of these Minutes. Proposed J Lucas, seconded Chair. *Clerk*
- d) Approval of Pensions Discretions Policy: Chair proposed that in the absence of the Clerk this item be deferred, and this was agreed. *Next Agenda*
- 18/216 **CEMETERY MANAGEMENT**
- Chairman reported that an inspection of the cemetery headstones had been completed on 4 November. A new headstone had been found loose which had been laid down and family to be contacted. *Clerk*

- 18/216 **CEMETERY MANAGEMENT (cont)** 367/...
- Chair proposed approval of revised Cemetery Guidelines be deferred in the absence of the Clerk, and this was agreed
- Next
Agenda*
- Ditch adjacent Cemetery – Chairman had spoken to landowner who had agreed to clear the ditch but not yet completed. Chairman to contact landowner again. Agreed no further progress could be made until the ditch had been cleared back across the field. Email of 12.11.18 from County Council Highways had been previously circulated. *Chairman*
- Cemetery Path quotes were received from 3 contractors and considered.
- Resolved** to accept the quote for £2960 plus VAT. Clerk to make arrangements for work to be carried out urgently before adverse weather conditions set in. Proposed K Mackender, seconded J Bibby.
- Clerk*
- These emergency works had not been factored into the current year’s budget but the Clerk had advised that there was adequate general reserves that could be accessed in the current year without causing a cashflow problem. To be reviewed at the next meeting when the current budget would be reviewed for setting the budget and Precept next year.
- 18/217 **RECREATION GROUND**
- a) Chairman and K Mackender reported that there was nothing to report on the weekly inspections of the play equipment and recreation ground.
- b) Consents for use of recreation ground for events including inflatable castles and slides etc.: Clerk had forwarded advice from the Council’s insurance company, emailed 9.11.18. Long discussion and overall agreed that the Council could continue to allow such devices although it needed to improve controls and checks for these requests, (via Event Organiser) namely:
- Request type of inflatable
 - Request insurance/indemnity (hard copy) via post
 - Company to complete full risk assessment
 - All information and documents needed 60 calendar days prior to an event
 - Witcham Pea Shoot (July) to submit for May meeting.
Note to Village Hall Committee.
- This would include all mechanical fairground rides, eg merry-go-round, amusements, activities other than stalls.
- Event organisers to give details on inflatables and confirm that this would be managed by a reputable company with adequate insurance/indemnity and enclose the risk assessments and confirmation of servicing from their contractors.
- Proposed by Chairman, seconded J Herbert and unanimously agreed
- c) 2019 grasscutting contract: Chair proposed that in the absence of the Clerk this item be deferred, and this was agreed. *Next
Agenda*
- d) Approval of Cricket Club quote for 2019 grasscutting at recreation ground: Chair proposed that in the absence of the Clerk this item be deferred, and this was agreed. *Next
Agenda*
- 18/218 **CONSULTATIONS**
- Technical amendments to the LGPS Funding Strategy Statement, previously circulated, was noted, and no comments made for submission.
- 18/219 **STREET LIGHTING AND HIGHWAYS**
- There were no issues reported

18/220 **COMMUNITY POLICE**

There were no issues reported

18/221 **REPORTS OF MEETINGS**

There were none

18/222 **CORRESPONDENCE**

The following were received and there were no comments:

Police and Crime Commissioner's Parish & Town Council, The Hub, Cambourne on 16 Nov 2018

Roadworks & Events Bulletin 1st - 15th November 2018

IHMC Incident Report October 2018

East Cambridgeshire Tourism Strategy - Stakeholder Engagement Session 22 Nov 2018

NALC newsletters

Pension Employers Forums 13th November at Grafham Water, Perry, Huntingdon.

Environment Agency - Ouse Washes Newsletter October 2018

Keep Britain Tidy - Dark Nights = Double the Dog Poo

Changes to Local Bus Services Stagecoach 39 March to Ely

Modern Day Slavery Training Rosini Centre

ECDC Dog Fouling initiative for provision of dog signs was discussed.

Clerk

Resolved Clerk to order A4 hard plastic sign for bus shelter and footpath High Street/Back Lane, and 40 stickers. Proposed K Mackender, seconded Chair
(Check with Clerk for any other problem areas)

18/223 **DATE OF NEXT MEETING**

Wednesday 5 December 2018 at 7.30pm

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 9.15pm

November Schedule of Receipts and Payments

		£	£	£
Receipts	ECDC CIL	4480.38		4480.38
Payments	001741 Truelink Oct groundwork	85.00	17.00	102.00
	001742 K&M Lighting	45.22	9.04	54.26
	001743 Reimbursement What's On s142	22.80		22.80
	001744 Clerks salary (Nov)	228.24		228.24
	001745 CCC LGSS (Nov)	122.55		122.25
	001746 Witcham Cricket Club grasscutting	450.00		450.00

Signed Dated