

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 9 January 2019 at 7.30 pm in the Village Hall, Witcham

Present: M Housden (Chairman), K Mackender (Vice Chairman), L Holdaway

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

1 member of public present – Chair Witcham Village Hall

19/001 **Apologies for Absence** were accepted from J Bibby (ill), J Lucas (away from village) and J Herbert (work commitments). Action

Apologies were also received from District Councillor A Bailey.

19/002 **Declaration of Interest:**
The following declarations of interests were made:
Pecuniary interests - none
Personal interests - none
Prejudicial interests – none

19/003 **Dispensations:**
To note Dispensations: Nil

19/004 **Public Participation:** Chair of Village Hall was present regarding agenda item 19/008 and she explained that the Village Hall was updating the Village Hall Conveyance and Trust Deed of 1 January 1969 including personnel and village organisations. She sought confirmation that under the Second Schedule, the Parish Council would like to continue to nominate someone to serve as a Trustee of the Village Hall Charity. The Clerk reported on advice from Cambridgeshire ACRE regarding the roles and responsibilities of the Trustee and the relationship with the Council.

Chair of Village Hall was thanked for attending and she left at 7.45pm

19/005 **Minutes of the meeting** of 3 December 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, seconded Chairman, and resolved unanimously.

19/006 **Matters Arising**
Clerk advised that the notices for invitation to quote for grasscutting and village maintenance had been published. No local interest and invites had been issued to contractors.

K Mackender suggested a letter of thanks be sent to J & JA Construction.

19/007 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Reports from County and District Councillors, previously circulated, were noted.

The meeting was opened and County Councillor Dupre said there was nothing to add since her report was published.

District Councillor M Bradley gave a verbal report and speedwatch statistics were noted. The proposed new flashing speed signs were discussed but there was still no guidance on those which met compliance for the Police. An application for support could be made to the County Council under the Local Highway Improvement Initiative (10% or more financial contribution required from Parish Council), or Third Party scheme, (full cost

19/007 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**
(cont)

borne by Parish Council – approx. £3000) but administrative assistance provided by County Council with purchase etc, or the Council could purchase direct from a supplier and liaise with County Council, Police etc to agree locations, requirements for moving etc. Noted the signs had to be mobile, operated by battery. Consents would be needed to use lamp posts to mount the equipment on.

District Councillor M Bradley reported that the Combined Authority was to purchase land on the old Princess of Wales site to make 92 more houses available, including 15 shared ownership community land trust home.

The District and County Councillor left at 8.07pm and the meeting was closed to the public.

19/008 **VILLAGE HALL CONVEYANCE AND TRUST DEED**

The proposals had been previously circulated to Councillors and advice sought from Cambridgeshire ACRE by the Clerk. Further information had been presented at the public participation period above.

Resolved that the Parish Council would wish to nominate someone to serve as a Trustee on the Village Hall Charity.

Clerk to advise Chair of Village Hall so that they could make the necessary arrangements to up-date the Conveyance and Trust Deed of 1969 regarding Trusteeship.

Clerk

19/009 **PLANNING**

19/01024/FUL The Bungalow, Hive Road, Construction of office building on the site of a former pole barn – reduced footprint – external appearance changes.

Resolved that all the Parish Council's earlier comments on the application still stood, with particular reference to concerns regarding point 1 – Vehicular access – there is not a proper road from Hive Road; point 4 - environmental impact on nearby wetlands habitat; point 5 - outside the village development envelope for residential and business developments; and point 6 - that should the planning authority decide to approve the application a restriction should be imposed to ensure the site is for small business use only and no further expansion or change of use, including that the building to never become a habitable dwelling. Proposed K Mackender, seconded Chairman.

Clerk

18/01698/OUT The Coach House Mepal Road, Erection of 2 family homes and associated works

It was **resolved** that the Parish Council had no planning concerns about this application. Proposed K Mackender, seconded L Holdaway

Clerk

F/YR18/1103/VOC (Fenland District Council) Maize digester, variation of conditions 2,4,6,10,14,16,25,26,30,32,33,40 and 43 – F/YR14/0163.F (Erection of anaerobic digester plant with maize clamps involving construction of a new access, and the formation of a reservoir), at Anaerobic Digester Plant, Iretons Way (A142) Chatteris.

It was **Resolved** that Witcham Parish Council had no concerns. Proposed K Mackender, seconded Chairman.

Clerk

To note the following ECDC decisions:

18/01487/FUL 8 Silver Street, proposed single storey and first floor extension - Approved
18/01071/VAR Rose Barn, Ely Road, vary condition 4 (use class) of the decision dated 19.9.2008 of previously approved 08/00746/FUL to allow for up to 12 days in a year as an events venue - Approved

18/01481/OUT Slade Farm, The Slade, new two-storey dwelling - Refused

18/01351/OUT Land SW of 1 Market Way, proposed bungalow, garaging, parking, turning and associated site works - Refused

19/010 **FINANCE**

The November receipts and payments were checked by K Mackender and confirmed as correct. Additional payment item added - to reimburse Chairman for materials from Standen Engineering for urgent repair works was added

Resolved to approve the receipts and payments as listed at the end of these Minutes. Proposed K Mackender, seconded L Holdaway

Clerk

Membership Subscription Cambridgeshire ACRE
Clerk reported that renewal of subscription, £57 was due

Resolved to approve renewal of subscription at £57, for the year 2019/20. Proposed by Chairman and unanimously agreed.

Clerk

Noted that the Fixed Rate Deposit, £10,000, was due to mature towards the end of January and agreed this would be reviewed later.

*Clerk*19/011 **PUBLIC RIGHTS OF WAY**

Gate Closures October to April (Droves): Noted that some of the gates were being left unlocked and that Clerk had reported to Cambridgeshire County Council Public Rights of Way Officer for the area.

Poor Condition of Droves: Noted that a number of issues regarding vegetation encroachment and ruts etc had been reported on many of the public rights of way in the parish on the County Council's 'Report It' system since July 2018 by members of the public. Clerk had contacted Public Rights of Way Officer for an up-date on progress to remedy problems. <https://highwaysreporting.cambridgeshire.gov.uk/>

19/012 **CEMETERY MANAGEMENT**

K Mackender proposed a letter of thanks be sent to J & JA Construction to thank them for the good work on the new path at the cemetery and removing grave spoil. Seconded Chairman and agreed.

Clerk

Condition of lychgate had been previously reported to Councillors (Burial Board) and Clerk had contacted a number of carpenter/joiners to discuss and obtain quotes for repairs/replacement of the posts and braces. There had been a delay in getting 3 quotes due to Christmas/New Year closure of the trade. ECDC had been contacted about grants and this was being followed up by the District Councillor. Metal braces had been installed as an interim measure. Clerk had so far been unable to source a suitable ready made small noticeboard as discussed at previous meeting and Council would need to consider getting one made.

Resolved that arrangements for replacement/repairs of the lychgate be deferred pending receipt of further quotes and advice, including information for grants.

Clerk

Adj ditch: Chairman advised that the adjoining landowner had confirmed he would undertake further cleaning out of his ditch parallel to the cemetery.

*Chairman/
Clerk*

Headstones: Chairman reported that a small loose headstone had been refixed and Clerk asked to write to thank family. Application for inscription to a headstone was considered.

Clerk

Resolved to approve the additional inscription as per the application from Co-operative Memorials December 2018. Proposed L Holdaway, seconded Chairman.

*Clerk*19/013 **RECREATION GROUND**

Chairman reported that there was nothing to report on the weekly inspections of the play equipment and recreation ground. However, bottles and cannisters had been dumped around the recreation ground and he confirmed these had been removed.

Chairman

19/014 **LITTERPICK Additional Mepal/Witcham Road**

J Lucas had reported a lot of debris on the Mepal to Witcham Road and had suggested a collaborative litterpick with Mepal.

Resolved that the Council support a collaborative litterpick with Mepal and our litterpick co-ordinator be contacted to see if she would like to co-ordinate. Proposed K Mackender and seconded Chairman.

Clerk

19/015 **CORRESPONDENCE**

The following correspondence was received and noted:

CCC Roadworks & events bulletin 1st - 15th January 2019 and Highway Events 2019

LGPS Employer Newsletter 2018

Ouse Washes December Newsletter

NALC Spring Conference 11 February 2019

East Cambs Parish Conference at Isleham 29 January 2019 – no representative available

East Cambs Tourism Strategy – no comment

CCC Business Planning (Councillors to complete survey online)

ECDC Confirmation of 2018 Order – Reorganisation of Community Governance –

including Sutton/Witcham Boundary (Ely Road)

CCC Bikeability Cycle training – update – Clerk was seeking views of Mepal Parish

Council and Mepal and Witcham School Governors

Clerk

19/016 **STREETLIGHT AND HIGHWAYS**

Noted that the dragon patcher had made a good job of completing repairs to potholes on the Witcham to Mepal Road, and the area at the front Back Lane/Martins Lane had been tidied to solve flooding problem. Further work would be required and the area reviewed after April. The shuttering between footpath and recreation ground bank at Martins Lane had been inspected and tidied, and new shuttering would be put in during the next financial year. CCC

19/017 **COMMUNITY POLICE**

There were no issues reported

19/018 **REPORTS OF MEETINGS**

There were no reports received

19/019 **2019 ELECTIONS – 2 May 2019**

Clerk reported that the current Parish Council term would end in May and the elections had been scheduled for 2 May. Notices and forms would be issued via ECDC in the coming weeks. Nominations would be required between 27 March 2019 and 3 April 2019 at ECDC offices. Further details to follow. All

19/020 **DATE OF NEXT MEETING**

Wednesday 13 February 2019 at 7.30pm

Noted that April meeting would be moved to 17 April 2019 so that the year end accounts could be presented to Council before going to the Annual Parish Meeting scheduled for Wednesday 24 April 2019

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.

There being no further business the Chairman declared the meeting closed at 9.10pm

January Schedule of Receipts and Payments

		£	£	£
Receipts	Patsy's Fund Donation for speed reduction sign	5000.00		5000.00
	UKPN		63.89	63.89
Payments	001753 J & JA Construction Path works and removal grave spoil	£3200.00	640.00	3840.00
	001754 Cartridge Save drum and toner	101.46	20.29	121.75
	001755/6 Admin Costs	350.79		350.79
	001757 Truelink	84.00		84.00
	001758 Reimburse Chairman – materials – Standens Ely	24.00		24.00
	001759 Cambridgeshire ACRE membership fees	47.50	9.50	57.00
	d/d 1&1 Domain fee	19.98	4.00	23.98

Signed Dated