

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 10 July 2019 at 7.30 pm in the Village Hall, Witcham

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

In attendance Mrs S J Bell (Clerk)
Cllr L Duprè (CCC and ECDC Councillor)
Cllr M Inskip (ECDC Councillor)

No members of public present

Action

- 19/140 **Apologies for absence** received from J Lucas (previous commitment)
- 19/141 **To receive any declarations of interest**
Councillors to declare any pecuniary interests in any items on the agenda - none
Councillors to declare any personal interests in any items on the agenda.- none
Councillors to declare any prejudicial interests - M Housden Planning – Kings – consultee
- 19/142 **Dispensations:**
To note any new Dispensations granted: Nil
- 19/143 **Public Participation**
Noted that ECDC Planning Officers had advised that they would be happy to attend a future meeting once further information was to hand regarding the development of the Kings site in The Slade
- 19/144 **Minutes of the meeting** of 12 June 2019 had been circulated, were confirmed as a true record and signed by the Chairman, and agenda of same dates signed by Chairman as confirmation of the business transacted at that meeting. Proposed K Mackender seconded L Holdaway, and unanimously resolved.
- 19/145 **Matters arising** from previous minutes (for information only)
19/127 – Post Box. Cleaning/painting of post box by Royal Mail awaited.
- 19/146 **Reports from County Councillor** L Duprè and District Councillors L Duprè and M Inskip, previously circulated, were presented and noted.
- 8.03pm Cllrs Dupre and Inskip left the meeting
- 19/147 **Planning Applications**
8.03pm M Housden had declared an interest as a Consultee and K Mackender took the Chair
- 19/00125/VAR Kings of Witcham Ltd The Slade To vary condition (approved Plans) of decision notice dated 7 June 2018 for the demolition of existing motor vehicle garage and construction of 6No four bed dwelling, 2 No three bed dwellings, garaging access road and association works. Update from Architect and Planning Department noted. Amendment involving revised Remediation Method Statement and Verification Plan noted.
Resolved the Council has no further comment but awaited consultees responses and Planning office comments on the various issues in respect of this application. Proposed K Mackender, seconded J Bibby.
- 8.07pm M Housden returned to the Chair.
- To note:
19/00572/RMA 4 The Slade Reserved matters for a 1½ storey bungalow together with associated parking and boundary fencing – Amendment involving change in location of the dwelling in the interests of protecting walnut trees. Council unable to submit comments as timescale for response too short.
Resolved the Council had no comment. Proposed J Bibby, seconded L Holdaway

19/148	<p>Clerk's Report and updates since last meeting received, regarding:</p> <ol style="list-style-type: none"> 1. Village inspection scheduled for 27 July 2019 10am. All Councillors invited to attend 2. Councillor vacancy – no interest/response; to be readvertised 3. Best Kept Garden – shields to be distributed 27 July 2019. Clerk to write to residents 4. Policy Reviews – Clerk to try to carry out more work on this during the expected quieter summer months. She confirmed she had been unable to find time to work on this since the Councillor who had been doing the reviews left the Council some time ago. She confirmed that during March to June she had been working double or more the contracted hours – information provided. 5. Website – Clerk had taken on added responsibility for updating the website with agendas and minutes but some changes to the web pages were required and she had contacted the webmaster to correct. She had noticed that the policies originally on the old site had not transferred to the new site and had addressed this problem with the webmaster asking for appropriate space and location to be set up. Information regarding setting up new emails was awaited from the webmaster. 6. Dog Bins – CCC Highways and ECDC Environmental Services needed new bins marking up on map, this was completed in the meeting for Clerk to send off. 7. Play Equipment. L Holdaway offered to lead on getting project started for upgrading/replacement of play equipment. Resolved L Holdaway to contact suppliers as provided by Clerk to gather information to enable the Council to review ideas and start consultation process together with scope of costs. Proposed Chair, seconded K Mackender. L Holdaway to progress and report back at September meeting with a view to starting consultation process and investigating grants as soon as possible thereafter. Regarding repairs for walk the plank and tightrope Clerk advised that Wicksteed recommended replacing walk the plank support accessory too. Resolved that the Clerk issue order for Wicksteed to undertake repairs to walk the plank, walk the tightrope and have gate adjusted as per recommendations in the Annual Inspection Report at £1082.60 plus VAT. Proposed Chair, seconded L Holdaway. 8. External Audit – Documents had been despatched for the external audit and notices regarding public inspection posted up. 	<p><i>All</i> <i>Clerk</i> <i>Clerk</i> <i>Clerk</i> <i>Website</i> <i>Clerk</i> <i>Clerk</i> <i>LH</i> <i>Clerk</i> <i>Clerk</i></p>
19/149	<p>Finance</p> <ol style="list-style-type: none"> a) Receipts and payments for July were checked by J Bibby and confirmed as correct. Resolved to approve the receipts and payments as listed at the end of these Minutes. Proposed J Bibby, seconded Chairman b) Re-appointment of the Internal Auditor. Resolved to re-appoint Mijan as Internal Auditor for the year 2019/20 Proposed Chairman, seconded L Holdaway 	<p><i>Clerk</i> <i>Clerk</i></p>
19/150	<p>Recreation Ground and Play Equipment</p> <p>Chairman reported that there was nothing to report on the play equipment but one of the benches needed repair which he would deal with the following day. He suggested it would need replacing and that a programme of review and replacement of the oldest benches should be carried out. Clerk to circulate details of the Glasdon brochure.</p> <p>Chairman advised that he had removed the dead trees from the recreation ground as identified in recent report</p> <p>Chairman reported that the Cricket Club had not put back the football nets after their match on Saturday. J Bibby to speak to Cricket Club about this and also about the fixing of the cricket nets which needed fixing to the frame as previously requested.</p> <p>Chairman said he had removed some of the loose pieces of wood between the County Council footway and the bank around the recreation ground on Martins Lane. Noted County Council had been informed about this and they were to visit but could not promise replacing due to budget restrictions.</p>	<p><i>Chair</i> <i>Clerk</i> <i>Clerk</i> <i>JB</i></p>
19/151	<p>Consultations for consideration and comment:</p> <ol style="list-style-type: none"> a) Cambridgeshire & Peterborough Combined Authority draft Local Transport Plan: comments deferred until receipt of summary of the proposals from the County Councillor as mentioned earlier under her report. Deferred to September meeting. b) East Cambridgeshire Tourism Strategy - Stakeholder Engagement: brand name for the East Cambridgeshire district. K Mackender proposed that there was no comment to make from Witcham. Seconded by Chairman and agreed unanimously. 	<p><i>All</i> <i>Clerk</i></p>
19/152	<p>Community Police</p> <p>No issues raised.</p>	

- 19/153 **Street Lighting and Highways**
 a) CCC cessation of assisting Parish Councils with street light energy arrangements
 Clerk confirmed she was investigating costs for unmetered energy supply for the 5 streetlights owned by the Parish Council. *Clerk*
 b) Reports street lights and highways requiring attention. There was no news regarding repairs to streetlight at Westway Place carpark by ECDC. *JL*
 c) CCC Roadworks and Events Reports noted
 d) CCC TTRO 19/493 - Various Roads, East Division noted.
- 19/154 **Reports of any meetings attended by Councillors:**
 Ouse Washes Habitat Creation Project Drop-in session Earith 25 June 2019 - None received
- 19/155 **Correspondence** noted:
 NALC Bulletins, Newsletters
 NALC Chief Executive Report
 LGSS Pension Employer newsletter
 CCC Bus service changes
 RAF Benevolent Fund in Cambridgeshire
 NALC / LGRC Local Council EXPO
 Outdoor Facilities Strategy, Request for Information
 Ouse Washes Habitat Creation Project – offer to attend a Council meeting – declined. *Clerk*
- 19/156 **Exclusion of the Press and Public: Resolved** that in accordance with section 1(2) of the Public Bodies (admission to meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at agenda items 19/157 to 19/158 namely, quotations and personnel matters, it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. Proposed Chairman, seconded K Mackender and agreed. No members of the public present.
- 19/157 **Quotes for Cemetery lychgate and telephone kiosk**
 Chairman reported that third quote for Cemetery lychgate still awaited despite having been chased. Item deferred
 Chairman reported that there was still one quote expected for telephone kiosk that had not yet been received but he had chased it. Item deferred.
 Clerk urged that a decision soon needed to be made in order that works for both of these pieces of work be carried out while the weather was good.
- 19/158 **Clerk's Report**
 Clerk's report and updates regarding personnel matters noted, including that automatic re-enrolment return had been submitted to the Pensions Regulator and an explanation regarding increased hours since March due to extra work and responsibilities that had arisen. (elections, additional meetings/planning meetings including Annual Parish Meeting and preparation of the Annual Report, the year-end accounts and associated reports and returns, including payroll, audit work, trees, investigatory work and website)
 LGPS Pension pool. **Resolved** that the Council would prefer the option b). Proposed K Mackender, seconded Chairman.
 The Chairman reopened the meeting
- 19/159 **Date of Next Meeting** 11 September 2019
Items for the Next Agenda Witcham Equestrian Centre – project suggestions PROW etc
 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 9.35pm

July Schedule of Receipts and Payments		£	£	£
Receipts	None			
Payments	001792 Truelink Ltd	311.80	62.36	374.16
	001793/4 Admin Costs	364.05		364.05
	001795 Cartridgesave Ltd	78/63	15.72	94.35
	001796 JP Wells Whats On July edition	12.00		12.00

Signed Dated