

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 12 February 2020 at 7.30 pm in the Village Hall, Witcham

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

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

1 member of public present

20/027 Apologies for absence - none

20/028 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 – J Bibby Planning 15 Martins Lane
Councillors to declare any prejudicial interests in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation None

20/029 **Dispensations:**
To note any new Dispensations granted: Nil

Chair proposed that item 20/030 be moved to follow 20/033 County and District Councillors reports and this was agreed.

20/031 **Minutes**
Minutes of the meetings held on 8 January 2020 and 22 January 2020, were confirmed as a true record and signed by the Chairman, and agendas of same dates signed by Chairman as confirmation of the business transacted at that meeting. Proposed J Lucas, seconded M Housden and unanimously resolved.

20/032 **Matters arising from previous minutes** (for information)
20/006 Matters Arising – 19/22 Planning Application 21 High Street. Clerk advised there had been no further information as to progress by the Enforcement Officer of East Cambs District Council regarding the wall that had been removed on the frontage with High Street. LH advised that bricks had now been delivered to site for starting the house.
20/007 District Councillor report – repaired footpaths and car park Westway Place. Chairman reported that a resident had complained that the wrong path had been done and his fence had been damaged. District Councillor Dupre advised that she had not received feedback from residents and would look into. However, it was understood the top path was to be done and that Sanctuary would still be doing the bottom path and car park later.
20/019 Mobile Flashing Speed Signs. Clerk advised that she was corresponding with County Council Highways Department, Police Traffic Management, Balfour Beatty (consent for mounting the 4 brackets on street lights) and once agreement had been made with all parties she would release a purchase order to proceed with the purchase of the equipment.

20/033 **Reports from District and County Council representatives**
The reports had been previously circulated. District Councillor M Inskip drew attention to various items in the District Council report. Parish Councillors were deeply concerned that ECDC Operational Services Committee had decided to stop funding the Citizens Advice service and that the Government grant for early intervention and prevention of homelessness would be used to pay their own staff to replace independent CAB service. This issue had been called in to ECDC full Council.
The Clerk was instructed to write to Citizen Advice expressing concern that residents at Witcham would be deprived of this independent service and the Parish Council supported action to oppose it. The Council

20/033 **Reports from District and County Council representatives (cont)**

was concerned at the loss of independence, loss of expertise (who were volunteers) and access to the Citizen Advice umbrella network. Proposed by J Lucas, seconded Chairman and unanimously agreed.

Clerk

County Councillor L Duprè advised that the County Council had increased their share of the Council tax by 1.59% plus the 2% for Adult Social Care. £16m was to be borrowed by loan for climate change issues. Further monies were available for capital expenditure on innovate and cultivate projects. Changes to submission dates etc for Local Highways Initiative had been introduced and more monies had been set aside for grants. The road resurfacing works carried out at Witcham had not been successful and further works would follow.

20/030 **Public Participation**

Chair welcomed the member of the public who was present as a candidate putting their name forward for co-option to fill the vacancy.

Chair invited the candidate to introduce herself and outline her interest in serving on the Council together with any particular skills, abilities and experience for the role. There were further questions from the councillors and then the Chair thanked the candidate for her interest and for attending. She said she would like to stay on to observe for a while.

20/034 **Planning applications:**

20/00110/FUL The Coach House Mepal Road Witcham Erection of dwelling, outbuilding and garage on land benefiting from extant outline permission (LPA Ref 18/01698/OUT

Resolved that the Council had no concerns. Proposed K Mackender, seconded J Lucas.

Clerk

20/00036/FUL 4 Martins Lane 1st floor rear extension

Resolved that the Council had no concerns. Proposed by J Lucas, seconded L Holdaway

Clerk

19/01617/OUT 15 Martins Lane Development (7 homes) Outline planning application (all matters reserved except access) for the erection of 6 dwellings with a new access from Martins Lane and associated open space – additional information regarding size etc for Access

Resolved that the Council note the additional information. No further comment to make nor request to call-in. Proposed Chairman, seconded K Mackender

Clerk

Appeal made to Secretary of State against decision of ECDC refusal of consent:

19/01003/OUM 15 Martins Lane Outline planning application (all matters reserved except access for the demolition of the existing bungalow (No15) and associated outbuildings and the erection of 10 dwellings with a new access from Martins Lane and associated open space. Closing date for submissions 18.2.20

Resolved that the Council had nothing further to add to the comments already submitted on this application.

Clerk

The following ECDC decisions were noted

19/01045/OUT Hillcrest Mepal Road Proposed 2 No 4-bed houses and 1 No 4-bed bungalow with new access for Hillcrest – Approved. Conditions relating to protection of hedge and trees noted.

19/01170/FUL Pond Farm 21 High Street Proposed garage including a 1.8m boundary brick wall - Approved

19/01661/FUL Windrush 22 High St Caravan shelter (retrospective) - Approved

19/01587/VAR 9 High Street Vary Condition 1 (approved Plans) of previously approved 18/00326/RMA for reserved matters for low energy sustainable home, located within the northern boundary of No 9 High Street – Approved

19/01592/FUL Slade Farm, The Slade, Change of use from grass paddock field to caravan and camping – Approved

19/01086/FUL Oneway Headleys Lane First floor extension above existing garage - Refused

19/01759/AGN Wilbey Hill Farm, Long Causeway, Coveney Construction of 1No steel portal framed building for agricultural use - Approved

20/035 **Litterpick**

Request received for Spring litterpick in March

Resolved to note that the village litterpick organiser would be arranging a litterpick during March. Some of the Councillors volunteered to help on the day. Proposed Chairman, seconded J Lucas.

All

- 20/036 **Finance**
To record and approve receipts and payments for February 2020, previously circulated, 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 J Lucas, seconded M Housden. *Clerk*
- 20/037 **Community Warden Scheme, Age UK**
A request for financial contributions to provide service covering Haddenham, Sutton, Mepal and Witcham (3 year scheme) had been previously circulated.
Resolved that the Council was interested in finding out more information and would wait to hear of response from other villages. Proposed J Lucas, seconded J Bibby. *Clerk*
- 20/038 **Consultation Documents**
Cambridgeshire Constabulary – changes in services, moving from Parkside Police Station, Cambridge.
Resolved the council had no comments. Proposed K Mackender, seconded J Lucas *Clerk*
- 20/039 **Recreation Ground**
Chairman reported that someone had moved the goalposts. Clerk to put note in What's On. Notice already included in Parish Council newsletter. Chair to organise for notices to be tied on to equipment.
Chairman reported that there was soil etc slipping over footpath at Martins Lane where the wooden shuttering between the bank and the path had not been replaced by the County Council and asked that this be reported to CCC highways. No branches or tree debris reported following recent storms.
L Holdaway gave a report on what arrangements were required in order to pursue play area refurbishment etc, including grant systems and consultation with villagers.
Resolved that L Holdaway to devise questions for consultation survey which the Council would consider at next meeting for distribution in March and a return date for early/mid April so that information could be put out at the Annual Parish Meeting. *LH*
- 20/040 **Cemetery Management**
New lychgate: Clerk had previously advised members that the lychgate had been completed and invited Councillors to examine before the meeting. (The final invoice was included in the schedule for payment tonight). Agree advice should be sought from contractor regarding future maintenance requirements for the oak wood timber structure. Councillors were pleased with the results and agreed some bulbs should be planted around the entrance for next Spring. *Clerk*
- Request for headstone, R S Memorials, received and considered.
Resolved the Council had no objection to new headstone subject to compliance with NAMM guidelines. Fee £42.00 to cover administrative duties and records. Proposed J Lucas, seconded L Holdaway. *Clerk*
- Noted that a request had been received to inter ashes in existing burial plot and arrangements were in hand to organise this. *Clerk*
- Clerk advised that the Cemetery fees and guidelines needed reviewing.
Resolved Clerk to produce drafts for consideration at next meeting. Proposed J Bibby, seconded Chairman. *Clerk*
- Chairman reported that the hedge at the cemetery (Mepal side) was overhanging and a nuisance over the back row of graves. Clerk instructed to contact Truelink to cut back the hedge from higher up. *Clerk*
- 20/041 **Correspondence**
The following items, previously circulated, were received and noted
ECDC CIL Infrastructure List - applications
ECDC Consultation with villagers on bus, cycle and walking routes in East Cambridgeshire March 2020.
Drop Box kindly being hosted by White Horse pub
ECDC Recycling Van visits - Parish events – suggested Village Hall Peashoot.
East Cambridgeshire Parish Council Conference 2 March 2020 – No councillors available to attend.
NALC Bulletins and Spring Conference
ECDC Youth Strategy Focus Group Results
CCC Roadworks and Events
CCC Passenger Transport – Stagecoach routes
East Cambridgeshire Youth Strategy - Parish Council Engagement – no response

20/042 Street lights and Highways

Westway Place street light in bottom carpark – J Lucas unable to confirm whether or not old bracket/pole removed yet.

Chairman reported that the Westway Place sign, which included house numbers, had been missing some months and recently the emergency services had found a problem finding a particular house because there was no signage. (ECDC)

Chairman reported that the junction Back Lane/Martins Lane was flooded. Required channel to nearby ditch to drain. (CCC)

Street lighting renewal of 3-year maintenance contract. Renewal discussed and Clerk advised that there was a small increase in cost on the previous 3 year contract.

Resolved that the Council renew the contract at £105.68 for a 3 year term. Proposed by J Lucas, seconded K Mackender.

Byway 11: CCC arranging for clearance of vegetation encroachment on byway in the near future.

Noted that volunteers using the droves for horse-riding were assisting with clearing some areas which was very much appreciated.

Clerk

Clerk

Clerk

20/043 Community Police

Noted that noise nuisance at the Elean Business Park by unauthorised vehicles was taking place again, notably 31 January/7 February, around midnight. District Councillor to be informed.

Clerk

20/044 Reports of meetings attended by Clerk and Councillors – none**20/045 Exclusion of Press and Public**

It is hereby 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 item 20/046 namely personal details in respect of councillor vacancy, 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 and agreed

20/046 Parish Councillor Vacancy (co-option)

Application to fill Parish Councillor vacancy discussed. Noted that written and verbally, candidate demonstrated clear historical involvement with the village, a willingness to work with the community and had previously engaged with working on projects backed by the Council. Chair opened meeting to the public

20/047 Parish Councillor Vacancy (co-option)

Ballot sheet for co-option of applicant was circulated to each Councillor,

Result of secret ballot: Co-option of applicant to fill Parish Councillor vacancy: Yes – 5, No – 0
S Wilkin was co-opted to fill the vacancy.

20/048 Items for the Next Agenda and to note date of next meeting: 11 March 2020

Clerk to obtain forms to amend bank mandate

Review – no comments

The Chairman closed the meeting at 9.30pm

February Schedule of Receipts and Payments

		£	£	£
Receipt	UK Power Networks	3.23		3.23
Payments	001830 Witcham Cricket Club			
	Grass cutting 2019 season	450.00		450.00
	001831 Eon Electricity street lighting			
	Energy 1.10.19 – 31.12.19	87.52	4.38	91.90
	001832 Truelink (Dec & Jan)	122.40	24.48	146.88
	001833 R Kellock (Lychgate)final payment	4550.00		4550.00
	001834 Admin costs (Feb)	363.85		363.85
	001836 Reimbursement J Wells Whats On			
	Copying Dec/Jan & Feb	24.00		24.00

Signed Dated.....