

WITCHAM PARISH COUNCIL



CLERK:

Mrs S J Bell
17 Astley Close, Sutton
ELY, Cambs CB6 2PG
Tel: 01353 778147

To All Members of the Council

You are hereby summoned to attend a *remote Meeting of the Parish Council using Zoom to be held on Wednesday 8 July 2020 at 7.30 pm for the purpose of transacting the following business:

*The Coronavirus Act 2020 s.78 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.
Contact the Clerk on witchamparishc@btinternet.com by noon on day of meeting for further details

MEMBERS: 6 QUORUM 3

A G E N D A

- 20/126 To receive and accept any apologies for absence 7.30pm
- 20/127 To receive any declarations of interest
Councillors to declare any pecuniary interests in any items on the agenda.
Councillors to declare any personal interests in any items on the agenda.
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.
- 20/128 Dispensations:
To note any new Dispensations granted: Nil
- 20/129 Public Participation 7.35pm
To allow 15 minutes for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business to be transacted at this meeting.
- 20/130 To approve and sign the minutes of the meeting held on 10 June 2020 and confirm agenda of 10 June 2020
Subject to approval, the Clerk and Chairman will arrange for wet signature of this and previous meetings that have been approved since coronavirus/Covid-19 restrictions been in place; since it does seem that Council meetings will continue to be held remotely for some months to come.
- 20/131 Matters arising from previous minutes (for information only)
- 20/132 To receive reports from District and County Council representatives, previously circulated. 7.55pm
- 20/133 To consider planning applications: 8.00pm
- 20/00702/FUL - 5 Silver Street Single storey flat roof rear extension following removal of existing single storey conservatory style room
- Mepal Parish** - 20/00630/FUM Site South And West Of The Bungalow Brick Lane Mepal Erection of 55 dwellings, new access, estate roads, driveways, parking areas, open space, external lighting, substation and associated infrastructure
- To note ECDC Application for a street trading consent for a mobile ice cream vendor for Haddenham,

Little Thetford, Mepal, Stretham, Sutton, Wilburton, Witcham and Witchford; Monday to Sunday 12 noon until 7pm

To note 19/01086/FUL - Planning Appeal Notification Oneway Headleys Lane, First floor extension above existing garage

To note the following ECDC decisions:

20/00558/FUL - Single storey side extension, alterations to front landscaping and dropped kerb - approved

- 20/134 Finance 8.15pm
- a) To record and approve receipts and payments for July (to follow)
 - b) To receive Internal Auditor's Report (awaited)
 - c) To approve and sign off Annual Return Section 1 Annual Governance Statement 2020 (circulated June)
 - d) To receive, approve and sign off Annual Return Section 2 Statement of Accounts 2020 (circulated June) (Reference Minute 20/081 d)
 - e) To receive, approve and sign off Certificate of Exemption (circulated June)
Subject to approval by the Council for all the above documents, the Clerk/RFO and Chairman will arrange for the 'wet' signature as required under arrangements to comply with Coronavirus restrictions and advice of the External Auditor.
- 20/135 Covid-19 Arrangements
- a) To receive Draft Risk Assessment for Covid-19 – return to work/meetings etc, including contractors (previously circulated)
 - b) To discuss re-opening play areas and play equipment to the public, including Risk Assessment for Covid-19 in respect of opening these facilities (previously circulated)
 - c) To discuss 2020 Annual Parish Meeting
 - d) To discuss and agree Annual Report and Account for circulation to householders (previously circulated)
- 20/136 Recreation Ground and Play Equipment
To receive monthly report on weekly inspections (MH)
- 20/137 To receive, consider and comment on the following Consultation Document 9.00pm
East Cambs District Council Licensing Act 2003 policy review (previously circulated)
- 20/138 To approve reviewed Policies (to follow)
- 20/139 To receive and note the following correspondence
Mepal and Witcham Pre School correspondence circulated 29.6.20
CAPALC and NALC Bulletins including Coronavirus webpage
CCC/ECDC/Hubs – Coronavirus community updates
CCC Think Communities Coordinator - Strengthening Communities Team Covid-19 Test and Trace, mental health etc
COVID-19 Measures on one.network (formally roadworks.org)
Police and Crime Commissioner's office - Parish, Town and City Council update on arrangements for briefings
CCC 2020 Surface Dressing Program
CCC IHMC Roadworks and Events
CAPALC Drop in sessions for Councillors and Clerks June/July
ICO Newsletter
CAPALC Councillor Training – 13 and 20 August 2020
- 20/140 To note reports of street lights and highways requiring maintenance
- 20/141 Items for the Next Agenda and to note date of next meeting: 9 September 2020
Review actions

SJBell

S.J Bell
CLERK/RFO
1 July 2020

VDU/comfort breaks will be taken at approx 8.10pm and 8.55pm

* Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

NOTES:

Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting.

If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed:

“It is hereby resolved 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 (*special*) (*confidential*) nature of the business about to be transacted at

Agenda Item (*No*) namely (*state subject listed*)

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.

(*Mr/Mrs/Cllr*) to be invited to remain.” (as applicable)

Code of Conduct para 12(2) ‘If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest’

Join Zoom Meeting <https://us04web.zoom.us/j/72834012760?pwd=SnZEc2tPVld5bDBMUkVpekhtWTjJ6QT09>

Meeting ID: 728 3401 2760 Password: 1V0vem

Witcham Parish Council will use the Zoom video platform to conduct remote Council meetings during the current close down arising from instructions by the Government to help control the spread of the Corona virus (Covid-2) pandemic. You are advised that Zoom may collect information including IP address, device details and operating system details. When you use Zoom, some data will be disclosed to other participants and to meeting or webinar hosts. For instance, when you attend a meeting, your name might appear in the attendee list. Your image will be shown on the video camera. If you send a chat or share content, that can be viewed by others in the chat or the meeting. For more information, please see Zoom’s Privacy Policy.