

# 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 Meeting of the Parish Council to be held on Wednesday 10 November 2021 at 7.30 pm\* in the Village Hall, Witcham, for the purpose of transacting the following business:**

MEMBERS: 6 QUORUM 3

## A G E N D A

### **Welcome from Chairman and instructions regarding risk assessment and compliance with coronavirus protection measures for this meeting**

- 21/188 To receive and accept any apologies for absence 7.30pm
- 21/189 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.
- 21/190 Dispensations:  
To note any new Dispensations granted: Nil
- 21/191 Public Participation  
**To allow up to 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.  
(3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f) and 3g)**
- 21/192 To approve and sign the minutes of the meeting held on 13 October 2021, and confirm agenda of same date. 7.46pm
- 21/193 Matters arising from previous minutes (for information only)
- 21/194 To receive reports from District and County Council representatives (circulated)
- 21/195 Finance 8.00pm
- a) To approve receipts and payments for November (attached)
  - b) To receive and approve quarterly accounts and reconciliations July-Sept 2021 (attached)
  - c) To receive correspondence regarding CIL monies Pond Farm development (previously circulated)
  - d) To review budget and discuss 2022/3 Budget and Precept (attached)

21/196	Policies To review and adopt Parish Council Policies – follow-up	8.40pm
21/197	Cemetery To receive verbal report following Burial Board visit 23 October 2021	9.00pm
21/198	<p>Planning Applications</p> <p>21/01546/FUL Pond Farm 21 High Street Witcham Ely Cambridgeshire Demolition of existing agricultural barn structure, construction of new dwelling, single storey extension, carport and amenity land</p> <p>21/01571/FUL 8 The Slade Construction of single storey front porch and single storey rear extension</p> <p>21/00754/FUL 10a The Slade Change of use of existing timber cabin from garden room to drinking establishment (bar) Amendment - involves responses to comments from the Access Group and updated application form.</p>	
21/199	Website and Emails To receive update and approve switching to MS Exchange (Clerk)	9.20pm
21/200	<p>Recreation Ground</p> <ul style="list-style-type: none"> <li>a) To receive monthly report on weekly inspections (MH)</li> <li>b) To discuss any feedback from the community regarding play and outdoor fitness refurbishment project and tree planting (Clerk)</li> <li>c) To receive report on play and outdoor fitness refurbishment project (LH)</li> <li>d) To receive a report on tree planting and to receive suggestions for garden at entrance (MH/JB)</li> <li>e) To consider emergency assembly point for Village Hall users on recreation ground</li> </ul>	
21/201	Neighbourhood Plan To discuss any feedback from the community (Clerk)	
21/202	Speedwatch To receive monthly MVAS report (MH)	
21/203	Street Lights and Highways To receive any items to bring to attention Highways Authority	9.55pm
21/204	<p>Correspondence</p> <p>To receive and consider the following (previously circulated):  Littleport and Downham IDB – correspondence to Environment Agency regarding concerns on dredging on the One Hundred Foot River  NALC new guide on website accessibility and publishing guidelines (to note feedback from Councillors)  CCC Emergency Active Travel Fund – Cycle Parking proposals for villages  Combined Authority Mayor - have your say on Travel in Cambridgeshire and Peterborough</p> <p>Invitations (previously circulated):  CAPALC Autumn training programme for councillors  Cambridgeshire County Council - Climate Change Strategy Webinar 11 November 2021  Road Victims Trust Remembrance Service, Sunday 21st November 2021  East Cambridgeshire Parish Council Conference 2nd November 2021, at 11am until 14:45pm Ely Maltings – cancelled due to Covid-19 risks  CCC Flood online training for community groups Oct/Nov 21  Cambridgeshire Local Councils Conference 14.1.22</p>	10.00pm

To note the following (previously circulated)  
ECDC Parish and Community Forum updates  
Cambridgeshire and Peterborough Combined Authority updates from Mayor  
CCC - IHMC Incident Report  
Youth Advisory Board events  
CCC Events  
NALC Bulletins, newsletters  
Ouse Washes Project update/newsletter  
CAPALC Bulletin

21/205 Police  
To discuss any issues for reporting to Police

21/206 Items for the Next Agenda and date of next meeting 10.20pm  
Review any actions

S J Bell  
CLERK/RFO

\*The temporary legislation enabling parish meetings to be held remotely via video conferencing systems ended in May. Consequently, to comply with Schedule 12 of the Local Government Act 1972, meetings of the Council must now be held in person and members of the public must be able to attend in person.

In order to comply with COVID-19 regulations and guidance, the Council meeting will be held in a large venue sufficient to maintain social distancing of all attendees, and total numbers will necessarily be limited.

**Members of the public who wish to attend the meeting must therefore notify the Parish Clerk at least 48 hours in advance of their intention to attend in order that the Council can endeavour to accommodate everyone and the necessary health and safety precautions engaged.** During these difficult times, members of the public are also encouraged to consider attending only for the item(s) of particular interest to them, rather than for the whole meeting.

\*\* 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" .