

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 14 April 2009 at 7.00 pm in the Village Hall, Witcham

Present: D A Bamforth (Chairman), D J Saberton (Vice Chairman), A Berry, J Bibby, K Mackender, C Watson

In attendance Mrs S J Bell (Clerk)
Cllr A Bailey (ECDC)
Cllr T Goodge (ECDC)
Cllr P Read (CCC)

Public question time opened at 6.45 pm – nil members of the public

Full Council business commenced at 7.00 pm

No members of public present during meeting

Action

09/283 **Apologies for Absence:** There were none.

09/284 **Declaration of Interest:** There were none.

09/285 **Minutes of the meeting** of 10 March 2009 had been circulated, and were approved and signed. Proposed by Mr A Berry, seconded by Mr C Watson, and agreed unanimously.

09/286 **Matters Arising**

09268/245/222, 08/204/184/170 Noise Nuisance Elean Business Park Clerk reported that ECDC had undertaken to re-examine the issue and would liaise with Environmental Health colleagues.

Clerk

09/270 Youth Services Letters from County Council and Sutton Parish Council had been circulated to Councillors. Clerk to arrange for each to attend the next Council meeting to discuss services for youngsters in Witcham for the coming year. Clerk circulated summary of Sutton proposals.

Clerk

09/268/248 Dog Bins Clerk advised that ECDC Policy was to support installation of Fido 35 bins not smaller 25s. Clerk to arrange for purchase of 35s.

Clerk

09/275 Community Fuel Club Chairman reported that 11 people had now registered interest

09/287 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Councillor P Read had nothing to report from County Council other than the report he had prepared for presentation at the ensuing Annual Parish Meeting.

Councillor T Goodge passed letter to Chairman regarding objections raised by residents at Westway Place in respect of erection of tall fence. The District Council had investigated and advised they would not be pursuing the matter further. It appeared the stipulation for maintaining open area was likely to be a clause in the owners' Deeds rather than a planning consent and therefore it was a civil matter for the residents to pursue.

Mr Saberton joined the meeting

09/288 **YEAR END ACCOUNTS**

**Review of effectiveness of internal audit systems
(Annual Governance Statement of 2008/9 Annual Return)**

Mr Mackender had reviewed the documents (circulated at previous meeting) and he confirmed that the Council's systems were in order and the risks of loss or fraud very low.

09/288 **YEAR END ACCOUNTS (cont)****2008/9 Accounts and completion of Annual Return for External Auditors**

In addition to documents and guidance notes distributed to each Councillor at the previous meeting, the Clerk had circulated the following documents for Councillors to check and agree as required for completion of the 2008/9 Annual Return:

Receipts and Payments and monitoring spreadsheets for the year
 Reconciliation of Receipts and Payments and Bank Statements
 Summary of Receipts and Payments (Balance Sheet for the year)
 Fixed Asset Register 2008/9
 Draft copy of Annual Return sections 1 and 2, the Statement of Accounts and Annual Governance Statement respectively.

Mr D Saberton proposed the 2008/9 Year End Accounts and associated documents be approved by the Council. Seconded Mr C Watson, and agreed unanimously. Clerk and Chairman completed and signed sections 1 and 2 of the Annual Report for the External Auditors.

Clerk confirmed the internal audit was planned for 15 April and the external audit on 1 June 2009. Notices had been displayed on the noticeboards on 9 April 2009. The accounts *Clerk* would be available for public inspection between 29 April and 28 May 2009.

09/289 **RECREATION GROUND AND VILLAGE HALL FACILITIES**

Chairman reported that a broken glass had been found in the infant play area. The Village Hall cleaner had cleared it up, and he had reported the incident to the pub.

Groundsman had not commenced play area inspections at the Recreation Ground as training had not been carried out. Clerk advised she was still awaiting a response from CALC on training programmes and the ECDC training date had not been convenient. RoSPA had no local courses in the near future and Groomfields had not responded.

Mr Saberton reported that the sandbags required replacing.

DJS

09/290 **ANNUAL PARISH MEETING – 14 April 2009 at 8.00 pm**

Arrangements noted and agenda had been previously circulated.

09/291 **COMMUNITY POLICE**

Clerk reported that PCSO J Halls and PC K Humble had confirmed they would attend the Annual Parish Meeting.

09/292 **WESTWAY PLACE – DEAD ELM TREES**

Clerk reported residents' concerns regarding ivy-clad dead Elm trees at the bottom of Westway Place in front of farm gate. The ECDC Tree Officer had inspected and raised no objections to removal of the trees. Clerk to progress.

Clerk

09/293 **PUBLIC RIGHTS OF WAY – Bury Road**

Chairman reported that adjoining landowners had obtained information about a survey of the drove carried out by CCC. Future management of the drove was still an ongoing concern.

Chairman

Clerk to contact CCC regarding 'green laners' getting on to the Coveney end of Market Way. Proposed Chairman and agreed unanimously. In accordance with County Council policy the gates should be locked until the end of April to protect the droves.

Clerk

09/294 **STREET LIGHTING AND HIGHWAYS**

No issues raised.

09/295 CORRESPONDENCE

The following were received:

CCC Bus Services – 106 Service – Tender starts 14 August 2009, timetable to be confirmed.
 CCC Additional Mineral and Waste Development proposals - Consultation process (previously *All*
 circulated) Comments to CCC by 12 May 2009.

09/296 FINANCE

The following Receipts and Payments were presented, checked and approved

		£	£	£
Receipts	RSPB Ouse Wash – Rent	650.00		650.00
Payments	000960 J Lucas (Newsletter delivery)	6.00		6.00
	000961 Clerks Salary £191.40 and 28 add'l hours (Jan-Mar) 267.96	459.36		459.36
	000962 Society of Local Council Clerks	77.00		77.00
	d/d Talk Talk	4.53	.67	5.20

09/297 DATE OF NEXT MEETING

Tuesday 12 May 2009, the Annual Council Meeting, commencing at 7.30 pm for monthly check of payments and receipts and 'open to the public' time. Business to commence at 7.45 pm.

Any items to be considered at this meeting must be placed with Clerk for inclusion on agenda by *All* Tuesday 5 May, 2009.

There being no further business the Chairman declared the meeting closed at 7.35pm

Signed Dated