

## WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 13 April 2010 at 7.45 pm in the Village Hall, Witcham

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

*In attendance* Mrs S J Bell (Clerk)  
Cllr P Read (CCC)

Public question time opened at 7.30 pm – nil members of the public  
Full Council business commenced at 7.45pm  
No members of public present during meeting

Action

10/063 **Apologies for Absence** were received from Mr K Mackender (on business) and Mr T Goodge, District Councillor.

10/064 **Declaration of Interest:** Mr C Watson Minute 10/068 Planning (19 Westway Place)

10/065 **Minutes of the meeting** of 9 March 2010 and 17 March 2010 had been circulated, and were approved and signed. Proposed by Mr C Watson, seconded by Mr A Berry, and agreed unanimously.

10/066 **Matters Arising**

*10/055 Correspondence – CPALC Role of Service Delivery by Councils.* No further response from CPALC.

10/067 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

Councillor P Read had spoken to Public Rights of Way Department and SUSTRANS with regard to progressing the cycleway/path between Mepal and Wentworth.

He understood the planning application for development adjacent 19 Westway Place had been withdrawn pending arrangements for access with Sanctuary Hereward.

Budget for provision of social care by PCT in partnership with CCC was overspent by £5m.

10/068 **PLANNING APPLICATIONS**

The following application had been withdrawn by the applicant:

10/00067/FUL Erection of two 3-bed detached houses adj 19 Westway Place. Further application anticipated.

The following ECDC decision was noted:

10/00138/FUL Amberlea Kennels and Cattery, Ely Road. Change of use from staff facility/office building to include temporary overnight staff accommodation. Approved with conditions max 42 consecutive nights, max 185 nights pa, logged for inspection by LA on request.

10/069 **PUBLIC RIGHTS OF WAY**

Witcham Gravel/river bank. Chairman reported residents' concerns regarding Waste and Mineral Plan - proposed mineral extraction/restored use/flooding of land at Block Fen and Langwood Fen, and also use of quadbikes by youngsters on byways.

Council to pursue concerns regarding quadbikes. Clerk to write to Environment Agency, owners responsible for the road alongside the bottom of the river bank on the Witcham side, and to engage with Public Rights of Way and other parishes along the river bank.

Clerk

**10/069 PUBLIC RIGHTS OF WAY (cont)**

Management of Rights of Way meeting with County Council and neighbouring parishes scheduled for 22 May 2010 at 9.30am in Witcham Village Hall. County Council agenda received and Chairman suggested including Wildlife Trust which was agreed by all.

*Chairman*

Mr Berry was still awaiting a copy of the Wildlife Trust Management document from the County Council. Details of materials for replacement of membrane at Bury Road awaited and he confirmed application for work under P3 scheme had been submitted but he had not received an acknowledgement.

**10/070 RECREATION GROUND AND VILLAGE HALL FACILITIES**

Chairman and Clerk presented report on review of tasks to be completed at the cemetery and play area. The Cricket Club had reported that it had carried out remedial action to repair cricket nets and structure, secure mat and fix worn grass patches

Mr D Saberton had nothing to report on his weekly inspections of the play equipment.

**10/071 DRAINAGE ISSUES**

Chairman reported on drainage problems at Martins Lane and The Orchards. Clerk to chase Environment Agency and/or ECDC to correct problem.

*Clerk***10/072 ANNUAL PARISH MEETING – 27 April 2010 at 8pm**

Chairman confirmed the Archive Group would give presentation.

**10/073 YEAR END ACCOUNTS AND ANNUAL REPORT 2009/10**

Clerk presented and circulated copies for each Councillor of the Receipts and Payments, reconciliations and draft summary of year end accounts for consideration, together with up-dated Fixed Asset record, Risk Assessment, notes and previous Annual Return including auditors' reports. Chairman signed off bank statements and reconciliation documents to 31 March 2010. She asked Councillors to review the accounts for approval at next Council meeting, 27 April 2010, prior to Annual Parish Meeting. Mr K Mackender to be asked to lead on effectiveness of internal audit arrangements for the Annual Governance Statement in the Annual Return.

*All**KM*

Chairman thanked the Clerk for all her work in preparing the accounts and for presenting them in an orderly and succinct manner. This was endorsed by all.

It was noted that the external audit was schedule to commence from 1 June 2010 and the Clerk had posted up statutory notices (noticeboard and website). Internal audit to be completed in the interim.

**10/074 ADOPTION OF RED TELEPHONE KIOSK**

Mr Saberton reported that the light was not working in the kiosk and a coat of paint was required, otherwise all appeared well. Chairman proposed Clerk proceed with arrangements for adoption of the kiosk in accordance with decision at previous meeting (see minute 10/048)

*Clerk***10/075 COMMUNITY POLICE**

Nil to report

**10/076 REPORTS OF MEETINGS**

Chairman, Mr Watson and Mr Berry had attended the A142 path meeting on 18 March 2010 with the County Council and SUSTRANS. Rohan Wilson to present SUSTRANS picture of cycling options at Neighbourhood Panel meeting, scheduled in Witcham Village Hall on 19 April. Mr Berry gave his apologies for this meeting.

**10/077 STREET LIGHTING AND HIGHWAYS**

Nil to report

**10/078 FINANCE**

The following Receipts and Payments were presented, checked and approved. Proposed by Chairman and agreed unanimously.

		£	£	£
Receipts	2010/11 RSPB Lease incl 09/10 increment	747.50		747.50
	2 x Cemetery plots (double fee)	428.00		428.00
	T Sulman Donation scrap – old goalposts	40.00		40.00
Payments	001008 J Lucas newsletter delivery Feb	8.00		8.00
	001009 Clerks salary balance of hours including 2009 cost of living pay increment (Paper circulated and approved)	531.46		531.46
	001010 SLCC Membership fee 2010/11	72.00		72.00
	001011 CPALC Membership fee 2010/11	131.44		131.44
	001012 Clerk's expense reimbursement April internet £8 Surgery copying 09/10 £18	26.00		26.00
	001013 Groundsman wages March	72.00		72.00
	d/d Talk Talk March 2010	3.98	0.70	4.68

Clerk drew attention to the low interest rate on deposit accounts but the only accounts to attract 1-2% interest involved 1 – 2 year fixed term. Councillors to consider for next meeting.

The Chairman reported that he had received a request from Mrs Saberton to spread the ashes of Don Saberton at the recreation ground on 15 May 2010. The Council was very pleased to approve this request as they felt it was a fitting way to recognise Don's service to the village. Clerk requested to write to Mrs Saberton. Proposed by Chairman and agreed unanimously.

**10/079 DATE OF NEXT MEETING**

The next meeting will take place on Tuesday 27 April 2010 at 7.15pm to approve year end accounts to be followed by the Annual Parish meeting at 8.00 pm.

The Annual Council Meeting will be held on 11 May 2010. Agenda to include review of insurance.

All business to be considered must be delivered to the Clerk for inclusion on the agenda at least 6 clear days prior to the meeting.

*All*

There being no further business the Chairman declared the meeting closed at 9.30pm

Signed ..... Dated .....