

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 7 June 2007 at 7.45 pm in the Village Hall, Witcham

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

In attendance Mrs S J Bell (Clerk)

Public question time opened at 7.30 pm – No members present

Verification of payments and receipts took place by Chairman

Full Council business commenced at 7.45 pm. No members of public present during meeting.

07/028 **Apologies for Absence.** There were none. Action

07/029 **Declaration of Interest:** There were none

07/030 **COUNCIL SEATS VACANT**

Clerk presented advice from Electoral Commission via East Cambs District Council. Clerk to contact ECDC at end of June to request election. Vacancies to be filled by election in order to fulfil criteria for re-accreditation of Quality Parish Council status in April 2011. (Costs: £50 admin for uncontested election – May invoice expected soon. Approx £1500 for a poll)
Proposed D Saberton, seconded C Watson and agreed unanimously.

Clerk

07/031 **Minutes of the meeting** of 8 May 2007 had been circulated, and were approved and signed. Proposed by C Watson, seconded D Saberton, and agreed unanimously.

07/032 **Matters Arising**

07/012 Seepage of water, Westway Place/Silver Street. Mr Watson had a photograph of water seeping from point where new path joins old and runs across the carriageway for several hours after rainfall, suggesting drainage from new housing estate. This could be hazardous in ice conditions, especially as it is on a bend. Clerk to notify County Council.

Clerk

Clerk also reported she was progressing repairs to highway in The Slade and the roundabout at The Orchards, and checking grasscutting schedules at Westway Place and The Orchards.

07/033 **PLANNING APPLICATIONS**

The following ECDC decision was noted:

07/00231/FUL Amberlea County Kennels, staff facilities and reception building (modified 04/01490/FUL). Approved

07/034 **QUALITY PARISH COUNCIL STATUS**

Mr D Payne, Chairman CALC, to present Certificate 14 July around 2.00 pm.

Clerk

07/035 **PUBLIC RIGHTS OF WAY MEETING**

Chairman and David Saberton to attend meeting with CCC representatives - John Cooper and Karen Whymark, and representative from wildlife organisation. Mr Finn liaising with Chairman and providing details.

*DJS/
Chairman*

07/036 **RECREATION GROUND ISSUES****VILLAGE HALL FACILITIES – update (see CORRESPONDENCE)**

Groundsman – Chairman had cut cemetery grass. Mr Watson had previously hand-mowed some areas. Recreation Ground banks mowed but mowings needed clearing off footpath. Area around village sign overgrown. Mr Saberton to speak with Mr Diantara, and signs and cones to be obtained so Groundsman can have uninterrupted access to mow and trim areas such as the play area and recreation ground as work has to be carried out on an evening or weekend. Proposed Chairman and agreed unanimously.

DJS

Applications for use of recreation ground:

14 July 2007 – Annual Pea Shoot – approved subject to completion of risk assessment details.

Monday evenings, term time – OCYPS (Youth Club) 7.30 – 9.30 pm - approved

Mr David Saberton reported that he would put additional sandbags on goals. Clerk had spoken with cricket representatives to request they rotate the goalposts around the field after cricket matches. In-fill low areas under gates to be completed early autumn to allow new grass to grow and opportunity to investigate laying some kind of mesh to help reduce wear in future. No other issues to report.

*DJS**DJS*07/037 **PARISH PLAN**

Mr Hill had advised that the next consultation process on survey results was almost complete and the Focus Group would be completing the final report of the survey shortly. The cheque raised earlier in settlement of this stage of the plan had been released.

07/038 **CEMETERY MANAGEMENT**

New plan was expected any day. Clerk to progress with arrangements for new document and service as soon as possible after receipt.

Clerk

Council reconsidered application for planting rose at Garden of Remembrance and agreed a miniature rose could be planted within the plot (ie vase hole) so long as it did not overhang and cause problems for mowing. Clerk to inform applicant.

*Clerk*07/039 **BURST WATER MAIN – THE SLADE**

Another burst on this stretch of pipe again on 29 May 2007. Chairman proposed write to Anglian Water to request early replacement of this length of pipe. Agreed unanimously.

*Clerk*07/040 **COMMUNITY POLICE**

Noted that a police surgery was not planned for Witcham in June.

07/041 **CORRESPONDENCE**

Moore Stephens confirmed they are not required to take action under the Audit Commission Act 1998 (S. 19A(i), as amended by S. 91 of Local Government Act 2000 in respect of land at Martins Lane for development opportunities at Village Hall. Council approved consent for instructions to be issued to solicitors to progress legal documents. Proposed Mr D Saberton, seconded Mr Bamforth and agreed unanimously.

Chairman

Chairman reported that builder, 2a Martins Lane, applying to ECDC for change of use of adjacent verge strip to garden. He requested support for the application from Parish Council confirming proposals to change in ownership. Proposed by Chairman and agreed unanimously.

ADeC Scheme for Village Hall events, to be passed to Village Hall Committee.

Chairman

ECDC LDF Core Strategy Amendment – Issues and Options Paper documents circulated. Consultation ends 19 June 2007

07/042 REPORTS OF MEETINGS

The Chairman had been unable to get into Parish Forum meeting on 4 June.

07/043 STREET LIGHTING AND HIGHWAYS

CCC quote for new light Headleys Lane still awaited.

Tree roots breaking up footway in Martins Lane, to be reported to CCC Highways.

Clerk

07/044 FINANCE

The Internal Auditor's Report was received, considered and accepted, and the Annual Audit Return is now complete and ready to go to Moore Stephens. Proposed Chairman and agreed unanimously.

Clerk

CALC had undertaken to pay 50% of the additional hours worked by the Clerk in completing the portfolio for Quality Parish Council status (50% of 40.5hrs). Additional hours had also been worked on projects including Parish Plan, new quarterly newsletter and Parish Path Partnership. Payment for a total of 85.83 hours was approved. Proposed by Chairman and agreed unanimously. Payment of £50 for administration for CCC Parish Paths scheme awaited.

The following Receipts and Payments were approved.

| | | | £ | £ | £ |
|----------|--------|------------------------------------|--------|-------|--------|
| Receipts | Nil | | | | |
| Payments | 000850 | Allianze Cornhill Insurance | 960.02 | | 960.02 |
| | 000847 | Clerk additional hours – projects | 802.51 | | 802.51 |
| | 000851 | Mepal Stores Ltd “What’s On” | | | |
| | | S142 May (3 sides), June (4 sides) | 47.25 | 8.27 | 55.52 |
| | | Annual Report | 28.50 | 4.99 | 33.49 |
| | 000852 | Viking Direct stationery items | 97.89 | 17.13 | 115.02 |
| | 000853 | ECDC Internal audit fees | 110.12 | 19.27 | 129.39 |
| | d/d | Talk Talk (May) | 2.87 | .50 | 3.37 |

Noted copying for What’s On had increased to more than one double sided document. Clerk to check with editor.

07/045 DATE OF NEXT MEETING

The next meeting will take place on Tuesday 10 July 2007 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 business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 6 clear days prior to the meeting.

There being no further business the Chairman declared the meeting closed at 9.05 pm

Signed Dated