

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 12 July 2011 at 7.45 pm in the Village Hall, Witcham

Present: D A Bamforth (Chairman), A Berry, J Bibby,

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

Action

11/125 **Apologies for Absence** were received from Mr K Mackender (business), Mr D Saberton (previous engagement) and Anna Bailey, District Councillor.

11/126 **Declaration of Interest:** There were none.

11/127 **Public Participation:** There were no members of the public present.

11/128 **Minutes of the meeting** of 14 June 2011 had been circulated, and were approved and signed. Proposed by Mrs J Bibby, seconded by Mr A Berry, and agreed unanimously.

11/129 **Matters Arising**

11/110 Reports from District and County Council Representatives - A142 cycleway & passing places
Mr Berry to ensure cycleway continues before Neighbourhood Panel. AB
County Councillor P Read and District Councillor T Goodge to support our request for completion of A142 cycleway and passing places between Gravel End and Wardy Hill.

11/112 Recreation Ground Consent – Bottle Stall at Pea Shoot: Chairman reported he had received the request and signed off permission.

11/116 Public Rights of Way P3. Mr Berry confirmed an invoice was awaited for a cheque to be despatched prior to delivery of the lime. Also noted that local authorities needed to be advised that spoil had been left on Bury Road and high solid gates installed, and to check use of field which appeared to have recently changed ownership. AB
Clerk

11/117 Cemetery: Chairman raised question of consent for recent interment of ashes in existing burial plot. Clerk confirmed this had been approved and payment received and banked, and that she understood the family would be asking to erect a marker, eg vase/inscription on the burial site but this had not yet been received.

11/130 **REPORTS FROM DISTRICT AND COUNTY COUNCIL REPRESENTATIVES**

County Councillor P Read reported on the Queen Elizabeth Fields initiative to register and protect playing fields for the future - to be discussed at Neighbourhood Panel meeting on 25 July 2011. The Integrated Transport Plan was being progressed.

District Councillor T Goodge thanked the Council for their support and informed the Council of the committees and groups he was serving on.

Councillor P Read also commented on the CCC PFI street lighting and reduce speed initiatives. Any proposed projects should be submitted now. Grants available under the Community Structure Levy as just announced by Government.

11/131 **PARISH COUNCILLOR VACANCY**

Chairman reported that Mr Housden was interested in serving on the Council but a letter had not yet been received. Chairman proposed defer to next meeting. Agreed unanimously. Clerk to inform ECDC. Clerk

11/132 PLANNING APPLICATIONS

11/00507/FUL 24 High Street, Rear extension and alterations. No concerns

11/133 RECREATION GROUND

Noise nuisance complaint, particularly late evenings, considered. Chairman reported he had discussed with resident and the erection of a sign requesting users give consideration to neighbours had been proposed. Chairman proposed he obtain costs and this was agreed unanimously. *Chairman*

Disposed tree cuttings. Chairman had confirmed to residents that they were responsible for arrangements to trim trees and dispose of cuttings. However, in view of the fact that the groundsman was about to trim other trees on the recreation ground, he would be asked to collect up and dispose of all cuttings. *Chairman*

Chairman reported that the small cracks in the swing seats (2 flat and one cradle seat) had worsened. He proposed Clerk obtain quotes and order replacements. Mr Berry seconded and it was agreed unanimously. *Clerk*

11/134 QUALITY PARISH COUNCIL STATUS AND CLERKS CONTRACT

Clerk reported that CPALC was investigating arrangements amongst members regarding payment of expenses and would seek advice from HMRC.

The Clerk was making good progress on compilation of the portfolio, for submission in August. Chairman proposed completing Clerk's contract now with a view to reviewing when information about expenses was known. Agreed unanimously.

11/135 BEST KEPT GARDEN COMPETITION RESULTS

Best Overall: 4 The Slade
Best Vegetable: 1 Westway Place
Best Flower: 7 Westway Place

Commendations :
Stairfree – Bury Road,
19 High Street
9a Martins Lane
13 Silver Street
Sharmar, Headleys Lane

Chairman to arrange for inscription of plates and shields and purchase of small shields. *Chairman*
Clerk to write letters of thank you to judges.

11/136 PUBLIC RIGHTS OF WAY

P3 Scheme. Mr Berry advised he would not be available to attend the P3 meeting at Wicken. Measuring width of Bury Road. Clerk advised that CCC had been out to inspect the documents held by the Council.

11/137 WESTWAY PLACE RESIDENTIAL DEVELOPMENT

Nil to report.

11/138 COMMUNITY POLICE

Monthly report previously circulated. No issues to report to police.

11/139 REPORTS OF MEETINGS

New Councillor Training (CPALC/ECDC) 29 June 2011. Chairman and Clerk gave report. Chairman proposed item for next agenda – discussion of aims, future of village etc. There had also been discussion about conduct at meetings and proposals for Standards/Code of Conduct currently going through House of Lords and expected to be implemented at the end of the year. Packs circulated to Councillors.

11/139 REPORTS OF MEETINGS (cont)

Ouse Wash Habitat 21 June 2011. Mr Berry reported on the Welney meeting. European Directive places requirement for habitat provisions. The provision of habitat by purchasing/leasing land had been ongoing for the past 5/6 years. Fields in the designated area are left for vegetation and flooding using channels to manage water levels to provide optimum conditions for a variety of wildlife. Hay is cut and the land grazed by cattle as part of the management system. This is in addition to the land currently used between the two Bedford rivers.

Village Hall, HCV, Speedwatch and Neighbourhood Panels – nil to report.

11/140 STREET LIGHTING AND HIGHWAYS

Nil to report

11/141 CONSULTATION DOCUMENTS

ECDC Polling District, Polling Places and Polling Stations Review. Previously circulated. No changes for Witcham.

ECDC Managing future change in East Cambs – Village Visions. Questionnaires had been made available at the Pea Shoot. None returned at present. Notice had also been placed in the monthly “What’s On” urging parishioners to respond with their views and ideas.

11/142 CORRESPONDENCE

The following were received and noted

Can banks - ECDC contractor withdrawn. New contract to be set up. In interim recycling centre can banks will be temporarily removed.

ECDC Graffiti Removal Kits. No one available to attend meeting but graffiti not problem at present. Sutton Mepal Witcham Community Development Team. Witcham activities report received and presented by Clerk. Noted that Sutton Parish Council was reviewing the service although Witcham had not been formally informed.

CCC Street Lighting PFI projects replacement of lights and plans for next 25 years. CCC consulting on options for parishes to vary some or all of the elements in the proposals relating to spacing of lamps, style, dimming, etc as the switchover from yellow to white light takes place. Parish Councils to bear additional costs.

CCC Guide to how local communities can change speed limits. Parish Councils to bear costs.

Care and Repair Services – Handperson available. Notices posted up and leaflets left at Village Hall

11/143 PUBLICATIONS

Clerk to forward ECDC Highlights, newsletters etc by email to Councillors only if items pertinent to Witcham.

11/144 FINANCE

Internal Auditors Report presented by Clerk together with fees for 2010/11 accounts. Mr A Berry proposed acceptance, seconded by Mrs J Bibby and agreed unanimously. Clerk to confirm Mr Whitfield as Internal Auditor for 2011/12 accounts. *Clerk*

Clerk circulated and presented quarterly receipts and payments together with reconciliations. Chairman proposed acceptance and signed off.

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

11/144 **FINANCE** (cont)

| | | | £ | £ | £ |
|----------|--------|---|---------|-------|---------|
| Receipts | | Nil | | | |
| Payments | 001094 | Internal Audit Fees | 79.25 | | 79.25 |
| | 001095 | Viking office supplies | 130.84 | 26.17 | 157.01 |
| | 001096 | Groundsman wages | 132.00 | | |
| | | “ Expenses | 12.38 | 2.47 | 146.85 |
| | 001097 | HRMC | 263.20 | | 263.20 |
| | 001087 | Clerks salary Apr - Jun (including additional hours for projects approved previous meeting) | 1053.02 | | 1053.02 |

Consent to pay Clerk additional 13.33 hours with July salary, and to pay invoice for lime to ensure prompt delivery. Proposed Chairman and agreed unanimously

11/145 **DATE OF NEXT MEETING**

The next meeting will take place on Tuesday 13 September 2011 commencing at 7.30 pm for monthly check of payments and receipts. Business to commence at 7.45 pm.

ITEMS for next agenda:

Neighbourhood Watch. Clerk to invite Kevin Evans to attend with a view to hosting village meeting during autumn.
Review of aims for forward vision of Witcham

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.

All

There being no further business the Chairman declared the meeting closed at 9.15pm

Signed Dated