

# WITCHAM PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Tuesday 9 May 2006 at 7.30 pm in the Village Hall, Witcham

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**Present:** D A Bamforth (Chairman), P Chambers (Vice-Chairman), D J Saberton, D K Saberton

*In attendance* Mrs S J Bell (Clerk)  
Mr P Bailey (CCC) (from Minute 291)

*Members of the public* None

The meeting commenced at 7.15 pm to allow 15 minutes public question time – there was none  
Verification of payments and receipts took place.  
Full Council business commenced at 7.30 pm

Action

**280. Apologies for Absence** were received from Mrs B Daters, Mr A White and Mr M Wilkin.

**281. Declaration of Interest:** There were none.

## **282. ELECTION OF CHAIRMAN**

Mr D A Bamforth. Proposed Mr P Chambers, seconded Mr Don Saberton and there being no other nominations agreed unanimously.

## **283. DECLARATION OF ACCEPTANCE OF OFFICE AND CODE OF CONDUCT**

Mr Bamforth completed the Declaration of Acceptance of Office and Code of Conduct form as Chairman.

## **284. ELECTION OF VICE-CHAIRMAN**

Mr P Chambers. Proposed Mr David Saberton, seconded Mr Don Saberton and there being no other nominations agreed unanimously. Mr Chambers completed the Declaration of Acceptance of Office and Code of Conduct form as Vice-Chairman.

## **285. ELECTION OF REPRESENTATIVES**

The following appointments were made en-bloc. Proposed Mr A Bamforth, seconded Mr P Chambers and agreed unanimously.

**Burial Board** – All Councillors

**Village Hall Committee** – Mr D A Bamforth

**Cambridgeshire Association of Local Councils:** Mr D A Bamforth and Mr Don Saberton

**East Cambridgeshire Parish Forum:** Mr D A Bamforth

**Ely Sector Police Local Liaison Group:** Mr M Wilkin

**Mepal Outdoor Centre:** Mr David Saberton

**Cambridgeshire ACRE Parish Plan Working Group:** Mr D A Bamforth, Mr C Watson and Mr P Chambers.

**Citizen's Advice Bureau:** Mr D A Bamforth

**Mepal and Witcham School Governor:** Mrs J Stuart-Menteath (until the end of her term of office, after which it was understood minor local authorities would no longer be eligible to nominate a school governor).

**Play Area:** Mr David Saberton responsible for weekly inspections of equipment.

## **286. CHAIRMAN'S ALLOWANCE (LGA 1972 s15(5))**

The allowance for 2006/7 to remain at £25. The Chairman asked if this title could be changed since this was not a personal allowance. The Clerk confirmed provision of the Chairman's Allowance was a statutory allowance determined by the Council to meet the expenses of office.

- 287. Minutes of the meeting** of 11 April 2006 had been circulated, and were approved and signed. Proposed Mr P Chambers seconded Mr David Saberton and agreed unanimously.

**288. Matters Arising**

*Recreation Ground – Cricket Nets (267)* Chairman to pursue. *Chairman*

*Cemetery (267)* 20 slabs purchased. Agreed Clerk to raise cheque for signature for payment of £40 outside meeting when invoice found. *Clerk*

*Cambridgeshire Youth Service (273)* Junior Sports Leadership training due to commence after Whitsun on the Recreation Ground. Chairman to liaise regarding times and noise. Youth Service to liaise with new Village Hall Chairman, Mr Stephen Bull. *Clerk*

**289. PLANNING APPLICATIONS**

06/00223/FUL Hive Road Woodland Burial Site. ECDC still awaiting further information from applicant. *Clerk*

Trees – Conservation area. Sycamore and Lime to be felled at Witcham House, Headleys Lane.

Chairman reported he had attended the site meeting with the Trees Officer regarding Eucalyptus tree and Elder by the village sign. Hornbeam may require lifting/removing to allow access for off-street parking. On recommendation of Tree Officer an application to remove the trees had been submitted to ECDC. Tree Officer recommended trimming new hedge at recreation ground to between 1/3 to 1/2 to encourage it to thicken up.

ECDC Planning Committee Site protocol noted.

**290. APPOINTMENT OF GROUNDSMAN**

Mr David Saberton confirmed he had met with the new Groundsman and instructed him on duties. He had started mowing and strimming around the village and at the cemetery and Councillors were very pleased with the standard of work. Mr Don Saberton still emptying bins each week. Terms and conditions of appointment documentation presented by Clerk, agreed by Councillors, and will be delivered to Groundsman by Chairman.

*Chairman*

**291. RECREATION GROUND**

RoSPA Annual Inspection Report received and recommendations noted for action. Agreed obtain quotes for power washing play area tiles and footpath across recreation ground. Mr David Saberton to deal with checks of swings, cleaning play equipment and weeding. Clerk to contact Wicksteed regarding slat widths of new picnic benches. *DS DS Clerk*

Progress purchase of cricket nets (see matters arising)

Mr David Saberton had no other issues to report on monthly inspection of equipment.

**292. PARISH PLAN**

Chairman reported on public meeting held 25 April 2006. First steering group meeting scheduled for 10 May 2006. *All*

**293. CEMETERY**

Clerk pursuing arrangements for consecration. *Clerk*

Re-erection of memorial by J K Memorials noted. *Clerk*

Confirmed burial ashes for past resident would be acceptable in the Garden of Remembrance. *Clerk*

**294. 2005/6 ANNUAL ACCOUNTS**

Clerk presented the balance sheet for the year ended 31 March 2006. Balance to carry forward to 2006/7, £21,173. Invoices for street light energy £76.75 and maintenance £80.80 outstanding. The Chairman thanked the Clerk for her work on the accounts. Acceptance of the accounts was proposed by Mr P Chambers, seconded by Mr A Bamforth and agreed unanimously. Date for annual audit 1 July 2006. Accounts to be sent to internal auditor and available for inspection during the 4 weeks preceding 1 July 2006.

*Clerk***295. ELEAN BUSINESS PARK STRAWBURNER - LICENCE**

The Chairman advised that due to a change in Regulations introduced by the Government, the strawburner operators had submitted an application to ECDC regarding fuels to be burned. There were assurances that the application was in respect of burning straw and woodchip as is currently burnt at the power station. A representative from the plant will attend the Annual Parish Meeting on 16 May.

**296. REMOVAL OF TREES AT THE SLADE**

(See Minute 289)

**297. PUBLIC PAYPHONE – HIGH STREET**

Noted that this payphone to become cashless. Access to emergency services will remain.

**298. COMMUNITY POLICE**

No known issues to report to Police.

**299. ANNUAL PARISH MEETING – 16 MAY 2006**

Arrangements discussed and agenda agreed.

*Clerk***300. CORNHILL INSURANCE**

Renewal of policy documents received, £951.18. Flymo hovermower to be removed from the policy as broken and disposed of. Chairman proposed acceptance of renewal, seconded by Mr David Saberton and agreed unanimously.

*Clerk***301. CORRESPONDENCE**

CCC Corporate Plan 2006/9 received and circulated

**302. REPORTS OF MEETINGS**

The Chairman reported on the Annual General Meeting of the Village Hall held on 9 May 2006.

Chairman reported on issues raised with the ECDC Dog Warden.

**303. STREET LIGHTING AND HIGHWAYS**

None to report.

**304. FINANCE**

		£	£	£
Receipts	Witcham Chess Club	10.19		10.19
	T L Cobbold - Baker	50.00		50.00
	EDF Energy Networks Plc	15.83		15.83
Payments	000756 CALC annual membership	104.29		104.29
	000757 Play Safety Ltd RoSPA Inspection	81.08		81.08
	000758 Mepal Office Stores What's On May (s142)	14.00		14.00
	d/d Vartec – Apr	2.56	.44.	3.00

Approval given to raise cheques for paving slabs and renew Cornhill insurance on invoice.

**305. CALENDER OF DATES FOR FUTURE MEETINGS**

Meetings usually schedule for 2<sup>nd</sup> Tuesday in the month. Due to holidays there will be some adjustments as follows:

<del>20 June 2006</del>	25 July 2006	
15 August 2006	12 September 2006	
10 October 2006	14 November 2006	
5 December 2006	9 January 2007	<i>All</i>
13 February 2007	13 March 2007	
AGM and APM to be confirmed		

Meetings to commence with 'open to the public' session at 7.15 pm followed by Council business commencing at 7.30 pm.

Councillors are required to deliver all items for inclusion on the agenda to the Clerk at least 6 clear days prior to the meeting. *All*

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