

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 13 December 2005 at 7.30 pm in the Village Hall, Witcham

Present: D A Bamforth (Chairman), P Chambers (Vice-Chairman), D J Saberton, M Wilkin

In attendance Mrs S J Bell (Clerk)
Mrs B Daters (ECDC)
Mr A White (ECDC)

Action

The Chairman welcomed PC Tudor Treharne and Mr M Oliver, Witchford Village College Youth Office.

Mr Oliver gave a presentation of the work the Youth Service; 4 corners project, 3 year contract (initially 6 months to assess). Costs £1740.75 for 30 sessions of 2 hours in the village hall for seniors, plus trips away, comprising 3 x 10 week programmes per year. Parish Councils must contribute but some costs may be covered by other funding sources. Parish Council response required early in new year. Chairman thanked Mr Oliver for attending and advised that this matter would be placed on the Council's agenda in January for a decision.

PC Treharne advised he had been the CBM since May for Mepal, Coveney, Witcham, Little Downham and Pymore. He requested one issue per month from each parish to target and would be available for parish surgeries once a month. Explained e-cops and sought details of the parish website and email address. He undertook to investigate pattern of thefts in relation to machinery sale events in liaison with Countryside Watch and Rural Watch, and contact the Village Hall Chairman regarding parish surgeries.

The Chairman opened the meeting.

185. **Apologies for Absence** were received from Mr C Watson and Mr Don Saberton.

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

187. **Minutes of the meeting** of 8 November 2005 had been circulated, and were approved and signed. Proposed by Chairman and agreed unanimously.

188. **Matters Arising**

Royal Mail(176) Chairman had received some complaints. Advise Postwatch collecting for information to discuss at January meeting.

Clerk

Street light P6 Back Lane/Headleys Lane. Clerk confirmed this faulty parish light had been reported to County Council who had confirmed that their contractors had been informed. Invoices for maintenance and energy charges back to October 2004 were due to be issued mid-December.

Clerk

189. **PLANNING APPLICATIONS**

No applications to consider.

The following ECDC decisions were noted:

E/05/013334/FUL 23A Silver Street, addition of bay window with stonewold slate roof and dwarf brick walls. Approved.

E/05/01058/FUL The Hall, 5 High Street, change of use and conversion of open front garage and store to garage and private leisure facilities with two storey front extension. Approved.

E05/01107/FUL Land off Hive Road, siting of static caravan for use as accommodation in connection with sheep rearing unit. Refused.

E05/01108/FUL Retrospective erection of building to serve as a sheep rearing unit. Refused.

190. **CAMBRIDGESHIRE COUNTY COUNCIL – CONSULTATION DOCUMENTS**
- a) Draft Statement of Community Involvement - Completed questionnaires reviewed and Clerk to analyse and forward response to County Council *Clerk*
- b) The Location and Design of Major Waste Management Facilities (SPD) - Completed questionnaires reviewed and Clerk to analyse and forward response to County Council *Clerk*
191. **ECDC ECONOMIC DEVELOPMENT STRATEGY**
- Comments received and Clerk to respond. *Clerk*
192. **CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005**
- Council received draft guidance notes from NALC and had no comment to make.
193. **SEWAGE FLOODING AT THE SLADE**
- ECDC had advised that they had received no notification of flooding problems at The Slade. Clerk to copy letter to nearby residents and to send letter to Anglian Water regarding flooding in field on west side of The Slade. *Clerk*
194. **GROUNDSMAN AND GROUNDS MAINTENANCE**
- Clerk confirmed that in absence of a response from Groundsman it was to be assumed that he had resigned and that she had followed the guidance from CALC and Cornhill Insurance advisers. She would contact local contractors for a quotation based on 14 fortnightly cuts from April 2006. *Clerk*
- Mr Bass had completed the final cut around the village at a cost of £130. Chairman and Clerk to liaise to prepare paper setting out options for decision at next meeting. This included contractors and an employed Groundsman. ECDC had advised they could not arrange for emptying of litter bins. Clerk to review insurance. *Clerk/Chairman*
195. **RECREATION GROUND AND VILLAGE HALL FACILITIES**
- Clerk to contact County Council for status of application to register the recreation ground as a village green and prepare plan. Further review at January meeting. *Clerk*
- Chairman to contact Cricket Club regarding new nets and notice regarding use of recreation (Minute 76) prepared with an initial notice having been erected in November. *Chairman/Clerk*
196. **RECREATION GROUND – PLAY AREAS**
- No issues to report
197. **VILLAGE NOTICEBOARDS**
- A parishioner had volunteered to be responsible for the noticeboard (Parish Council) at the bus shelter.
- The Clerk holds a statutory responsibility for placing notices relating to notification of meetings/ agendas and certain financial documents on the noticeboard and should ensure this obligation is met, including copies of minutes and other information. *Clerk*
- Main noticeboard is easier to use and in any case at times the one at the bus shelter would not be large enough to take all the Parish Council notices. It had been used for longer term notices. Chairman to examine and remove old notices. *Chairman*
198. **QUALITY PARISH COUNCIL STATUS**
- Three Councillors had attended the presentation on 15 November.
- Chairman proposed that Witcham should apply for Quality Parish Council Status and Clerk to begin planning compilation of the portfolio. Seconded Mr David Saberton and agreed unanimously. ACRE to be asked to attend a Council meeting to discuss Parish Plans and Clerk to begin work on producing newsletter for Sept/Dec. *Clerk
Clerk
Clerk*

199. **CEMETERY**

The Chairman reported that following removal of the shed, recent enquiries with the Archive Department of the Diocese had revealed that not all of the cemetery had been consecrated under the Act of Consecration in 1937. Despite the fact that the Parish burial books claimed that most of the ground had been consecrated it was a matter of great concern to the Parish Council that no other evidence of consecration had been found.

Chairman proposed that in accordance with advice from Diocese, CALC and Association of Burial Authorities the Council should write to relevant families and make arrangements for the Bishop to carry out another Act of Consecration, including re-consecration of the original area. Seconded by Mr David Saberton and agreed unanimously.

Draft letter to families presented and approved. Clerk and Chairman to make necessary arrangements in accordance with advice from Diocese and Association of Burial Authorities and Chairman to contact local Roman Catholic Priest. Proposed by Chairman and seconded by Mr David Saberton and agreed unanimously. *Clerk/Chairman*

Clerk reported that some of the loose headstones laid down following the inspections in 2003 had still not been re-erected by the families. List discussed and Clerk instructed on whom to send reminders to. Proposed by Chairman and agreed by all. *Clerk*

Agreed Clerk to pursue enquiries regarding extending burial area and prepare details for review of burial fees for January meeting. Proposed by Chairman and agreed by all. Layout of future plots for Garden of Remembrance to be reviewed. *Clerk*

Ivett & Reed application for pre-purchase of plot and erection of marker for two plots received and approved. Fee for pre-purchase of plot £20. *Clerk*

200. **REPORTS OF MEETINGS**

Chairman reported that he and Mr Don Saberton had met Mr Thornton of County Council Highways and it had been agreed that some work would be carried out on the kerbing and verges to improve conditions for parking. *Clerk*

201. **STREET LIGHTING AND HIGHWAYS**

Clerk reported that Cleanaway would undertake street cleaning on 6 January, early morning and every 5 weeks thereafter. Note to be published in "What's On" *Clerk*

202. **FINANCE**

a) & b) The following Receipts and Payments were presented and approved.

			£	£	£
Receipts		Nil			
Payments	000740	Stephen Bass Grasscutting	130.00		130.00
	000741	S Bell Salary Sept – Dec	525.60		525.60
	000742	Mepal Office Stores LGA S142			
		What's On copying Oct & Nov editions	28.00		28.00

203. **DATE OF NEXT MEETING**

The next meeting will take place on Tuesday 10 January 2006 commencing at 7.15 pm for monthly check of payments and receipts, and 'open to the public' time. Business to commence at 7.30 pm.

All business, including receipts and payments, to be considered/approved at this 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 10.15 pm

Signed Dated