

# Wisbech St Mary Parish Council

**Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 12<sup>th</sup> October 2015 at 7pm in Wisbech St Mary Community Centre.**

Attended by: Councillors B Britain (Chairman), M Knight (Vice-Chairman), C Allen, P Davies, J Humphrey, T Jennings, J Newland, B Reay, D Scrimshaw.  
District Councillor G Booth. 2 members of the public was present.

**OPEN FORUM** – Parishioners are invited to address the Council.

G Edwards spoke in support of items 5.2.a. He also referred to item 5.3 and explained that his clients solicitor was in discussion with Fenland District Councils (FDC) legal team and that agreement was subject to costs being agreed before the agreement can progress to a conclusion. His understanding was that the community benefit payment would be made to the Parish Council.

## **1. APOLOGIES FOR ABSENCE.**

Cllrs. Broker and Fish.

## **2. TO APPROVE AND SIGN MINUTES OF MEETINGS DATED 14<sup>th</sup> September 2015.**

The minutes were taken as read, agreed as a true record and signed by the Chairman.

## **3. MATTERS ARISING FROM PREVIOUS MINUTES (information only)**

Nil

## **4. MEMBERS DECLARATION OF INTEREST for items on this agenda.**

Cllr Britain declared an interest in item 5.2.a.

## **5. TO CONSIDER PLANNING MATTERS**

### **1. Planning applications determined by Fenland District Council.**

- (a) F/YR15/0660/F Erection of a 2-storey 4-bed dwelling with detached double garage and games room. Plot 3 Land South Of Bank Farm House Morrow Bank Murrow. **Granted**
- (b) F/YR15/0697/F Erection of 2-storey and single storey extensions to existing dwelling. Old Pumping Station Rummors Lane Wisbech St Mary. **Granted**
- (c) F/YR15/0659/F Variation of condition 2 of planning permission F/YR14/0153/F (Erection of single-storey side/rear extension to existing dwelling) to change external wall material from 'facing brick to match existing' to cream render to match tone to buff brickwork. 101 Front Road Murrow. **Granted**
- (d) F/YR15/0667/F Erection of 2 x 2-storey 4-bed dwellings. Land North Of 15 to 17 Selwyn Cottages High Road Guyhirn. **Pending Consideration**
- (e) F/YR15/0675/F Formation of a new access and erection of gates with 2.1m (max height) brick piers to existing dwelling. The Chimneys Gull Road Guyhirn. **Granted**
- (f) F/YR15/0681/F Installation of external wall insulation to existing dwelling. Beedcote High Road Wisbech St Mary. **Granted**
- (g) F/YR15/0688/CERTLU Certificate of Lawfulness of existing use and development: Change of use of Land and the siting of a mobile home for use as a store, container and stables at Land West Of The Conifers Sandbank Wisbech St Mary. **Certificate Issued**
- (h) F/YR15/00721/O Erection of 2-storey dwelling. Land North Of The Cottage 28 Murrow Bank Murrow. Applicant Mr A Gray. Agent Mr Ken Elener. **Pending Consideration**
- (i) F/YR15/0733/F Installation of external wall insulation to existing dwelling. Inlays Cottage Mouth Lane Guyhin. **Pending Consideration**

### **2. Planning applications for discussion:**

The Chairman, having declared an interest left the room and the Vice-Chairman took the chair for this item.

- (a) F/YR15/0795/F Erection of an entrance canopy and insertion of a door to front of existing building. Play 2 Day Old Station Yard Gull Road Guyhirn.  
Applicant Mr I Parkinson. Agent Mr S Hall. **Recommend Approval**
- (b) F/YR15/0834/F Erection of 2no balconies and installation of French doors to first floor and bi-fold doors to lounge to rear elevation of existing dwelling. Barnac House 37 Front Road Murrow. Applicant Ms Samantha Taylor. Agent n/a. **Recommend Approval**

(c) F/YR15/0841/F Installation of external wall insulation to existing dwelling. Fengate Cottage Galls Drove Wisbech St Mary. Applicant Mr T Goode. Agent Miss P Fearon. **Recommend Approval**

(d) F/YR14/0980/F Revised Proposals. Erection of a single-storey extension to existing Community Centre at Wisbech St Mary Sports and Community Centre Ltd. Playing Field Beechings Close Wisbech St Mary. **Noted**

3. Fraser Dawbarns LLP – letter and draft agreement relating to a contribution of £4,000 relating to planning application /YR15/0189/F.

The Clerk referred to the draft agreement that had been circulated to members prior to the meeting. The Clerk suggested that Clause 3 should be amended to 12 months (rather than 6 months) to enable sufficient time for the decision making process to be concluded, a supplier to be appointed and for installation to be completed taking into account the potential for unforeseen circumstances to arise. The Clerk suggested that Clause 4 be amended to enable sufficient time to enable the Council to make the decision to repay the contribution.

It was proposed by Cllr Knight that Clause 3 be amended to 9 months and Clause 4 to 30 days. **Agreed**

Cllr Knight agreed to meet to ascertain the best position for one or more shelters at Guyhirn so that the Council can make immediate progress once the agreement is finalised.

## 6. CORRESPONDENCE RECEIVED

- (a) Cambridgeshire County Council (CCC) letter – Murrow Action for Youth. **Noted**
- (b) Cambridgeshire Constabulary – Fenland Sector Inspector Briefing – email. **Noted**
- (c) Circle Housing Roddons – response to complaint. **Noted**
- (d) Wryde Croft Wind Farm. **Noted**
- (e) CCC email – Community Gritting Scheme. Following discussion Cllrs Humphrey, Scrimshaw and Jennings agreed to volunteer and suggested that Cllr Fish may wish to nominate someone for Thorney Toll. The Clerk will contact Cllr Fish and respond to CCC.

## 7. HIGHWAYS MATTERS

Highways and street lighting matters.

Highways and streetlight reports from Councillors on problems causing *immediate concerns*.

(a) Highways.

(i) Land at Tholomas Drove. The Clerk reported that he had met with Brian Payne on site to establish the areas of land in question and that further research needed to be done through Land Registry.

(b) Streetlights.

(i) Replacement of Parish Council Owned Street Lights. Cllr Booth reported that FDCs reaction to the Parish querying the inspection reports and maintenance recommendation was that that was fine and the Parish would be responsible for them.

(c) Street Pride. The Clerk reported that he had only received one enquiry from B Sandall. Cllr Booth was asked by the Chairman to advise on the minimum number of people required. He suggested 4-5 people to form a work party, and 5-6 to hold office (Chairman, Secretary, and Treasurer) and attend meetings. The Chairman asked for volunteers – Cllrs Newland, Scrimshaw, Humphrey and Davies volunteered. Cllr Knight will meet with Brian Sandall to discuss a possible way forward.

## 8. FINANCE MATTERS

(a) External Audit Report – PKF Littlejohn LLP. The Clerk read the external auditor comments, in particular the requirement for risk assessment to be completed and drew attention to item 10 which addresses this issue. **Noted**

(b) FDC second instalment of the Precept and Council Tax Support Grant £30,148.50 **Noted**

(c) Zurich Insurance notification of increase in Insurance Premium Tax from 6% to 9.5% **Noted**

### To approve payment of outstanding accounts:

(d) Clerk September salary £655.12 LG Act 1972 S112 **Agreed**

(e) Tax and NI £213.04 LG Act 1972 S112 **Agreed**

(f) Clerk postage and office consumables £119.07 LG Act 1972 S112 **Agreed**

(g) PKF Littlejohn external audit to 31 March 2015 £360.00 Accounts & Audit **Agreed**

Regulations 1996 s11996/590

(h) Fenland District Council Venue costs of Golden Age Fairs £240.00 LG Act 1972 S137 **Agreed**

- (i) Fenland District Council loan repayment £1348.11  
Following clarification that the agreement included interest: **Agreed**

#### **Grant application**

(j) Guyhirn Church of England Primary School – grant towards £2,500 for playground activity markings.

Cllr Reay reported that the work had been completed and that balls from the playground were regularly entering her property and some had hit her. It was proposed by Cllr Allen, seconded by Cllr Davies that the grant of £2500 be approved. 8 in favour. **Agreed**

(k) Murrow Pre-School.

Cllr Davies proposed a grant of £500 as had been made in previous years. All in favour. **Agreed**

(l) Sea Cadets, TS Falcon, Wisbech Unit.

Cllr Knight proposed that we support this application if people from the Parish were benefitting. It was agreed that the Clerk write to ascertain if anyone from the Parish attended Sea Cadets.

(m) The Bobby Scheme.

It was agreed that the Clerk would request someone to attend a meeting to explain the scheme in more detail.

### **9. WEB SITE**

New web site needs to be operational from May 2016. Cllr Newland confirmed that it was progressing.

### **10. PARISH PROPERTY**

(a) Asset Register, Annual Asset Inspection, Risk Assessments.

The Clerk explained that this was an audit requirement. He circulated the draft Asset Register, Inspection Record 2015, Annual Risk Value and Control Report, Asset Risk Assessment and Risk Assessment for Finance. A meeting was arranged for 22 October to clarify amenity areas in order to complete the Register. Following completion a Quotation pro-forma would be prepared and brought back to Council.

(b) Parish Notice Boards

The Chairman reported that the plaques had been received.

The Chairman reported that one of the new notice boards had been vandalised and had been removed for repairs. There was discussion as to how it could be better protected. It was concluded that it should be replaced in the original position as it could become inaccessible if resited. The site would be reconsidered if it happened again.

(c) Bus Shelter maintenance.

Cllr Britain reported that the fascia of the shelter in High Road, Wisbech St Mary near the Methodist Chapel was to be replaced.

(d) Defibrillator

This item was deferred to the next meeting.

Cllr Davies reported that the gate to the pond at Guyhirn was broken. S Bowles would be asked to submit a quotation to repair it.

Rubbish needs to be removed from the church fence at Guyhirn and strimming of vegetation. This is one of the areas to be inspected.

The steps at the A47 up the river bank were believed to be Environment Agency and were not Parish Council.

### **11. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr Booth reported:

- a. FDC Planning will combine with Peterborough City – it is expected that this will take about a year.
- b. Phone service response times. Cllr Seaton has been persuaded to look at this again as he thought that there were no complaints.
- c. Planning Training Session 26 November 2015 – CAPALC session first. Venue: Fenland Hall County Road.
- d. Bellamy Bridge – Options are being developed and safety audit progressing. The issue of posts at High Road had again been raised with Amanda Hill. The bid for resurfacing Gull Road/Gull Drove slip Road at Guyhirn will be considered next year.
- e. Bids for Minor Highway Improvements are due to be returned 2 November 2015. Potential schemes are Back Road, Murrow and Pigeons corner.

Discussions took place:

Bellamy Bridge – Cllr Knight reported that a further collision had occurred. The Clerk was asked to write and request the scheme to be progressed as soon as possible. Pigeons Corned – traffic management to encourage drivers to slow down on the approach. This could be with signs and lines. The Murrow direction sign is missing. It was agreed that Cllr Booth would work with the Clerk on these schemes.

## **12. POLICE MATTERS**

No report. The Clerk will again invite a PCSO to a meeting.

## **13. ANY OTHER BUSINESS** (for information only)

Cllr Reay – trees Gull Road to High Road need cutting back. Can additional dog waste bins be put in along High Road e.g. at the Bus Stop opposite Chapelfield Road? Can seats be put in along the river bank?

## **14. DATE OF NEXT MEETING**

Monday, 9<sup>th</sup> November 2015                      Murrow Village Hall

## **DATES OF MEETINGS FOR 2015/2016**

(a) Request from Cllr Knight to change the meeting night. Tuesday emerged as possible alternative although some Councillors would prefer to avoid Tuesday meetings.

Monday, 14 <sup>th</sup> December 2015	Thorney Toll Village Hall
Monday 11 <sup>th</sup> January 2016	Guyhirn Village Hall
Monday 8 <sup>th</sup> February 2016	Wisbech St Mary Community Centre
Monday 14 <sup>th</sup> March 2016	Murrow Village Hall
Monday 11 <sup>th</sup> April 2016	Thorney Toll Village Hall
Monday 9 <sup>th</sup> May 2016	Parish Assembly/Annual Meeting: Wisbech St Mary Community Centre

Meeting closed at 8.55 pm

Signed: Cllr. B Britain, Chairman