

WISBECH ST MARY PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Monday 19th May 2014 in Guyhirn Village Hall.

Councillors Present:- B. Payne (Chairman), B. Brittain (Vice Chairman), C Allen, P Barnes, D Broker, P Davies, T Fowler, T Jennings, M Knight & B Reay. County Councillor G Gillick & District Councillor G Booth.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr J Fish.

In view of the exceptional circumstances it was resolved to suspend Standing Orders for the following 2 Agenda Items.

2. ELECTION OF CHAIRMAN

Cllr B Payne was proposed by Cllr Fowler and seconded by Cllr Davies as Chairman for the time being. Cllr Payne agreed to continue as Chairman and completed his acceptance of office declaration.

3. ELECTION OF VICE-CHAIRMAN

Cllr B Brittain was proposed by Cllr Davies and seconded by Cllr Payne as Vice Chairman. Cllr Brittain to continue as Vice Chairman and completed his acceptance of office declaration.

4 TO APPROVE THE MINUTES OF THE MEETING HELD ON APRIL 28th 2014.

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

5. MATTERS ARISING FROM PREVIOUS MINUTES (information only).

There were no matters arising from the minutes.

6 MEMBERS DECLARATION OF INTEREST for items on the agenda.

Cllr Broker declared a Pecuniary Interest in respect of Agenda Item Number 8b and left the room when this item was discussed.

7. POLICE MATTERS

(a) Report regarding crimes or incidents in the parish.

A copy of the Police report had been sent to all Councillors prior to the meeting. Councillors expressed concern that PCSO D Russ never attends any of the Parish Council Meetings.

(b) Correspondence from a parishioner concerning motorists outside WSM school. This matter was discussed under Agenda Item Number 10 Highways Matters.

8 TO CONSIDER PLANNING APPLICATIONS RECEIVED

Planning applications determined by Fenland District Council.

- a) F/YR11/0703/F land north of Orchard House, High Road, Wisbech St Mary. Erection of 5 two storey 5 bed dwellings, 3 two storey 4 bed dwellings and 3 two storey 2 bed dwellings granted approval.
- b) R Delamore F/YR14/0119/F and F/YR14/0118 for the erection of a building for the installation of a Bio-mass boiler and erection of 4 polytunnels granted approval.
- c) F/YR14/0196/F, erection of a 2 storey 3 bed dwelling and attached garage on land west of Waldersea Farm, March Road, Rings End granted approval.
- d) F/YR14/0062/F and F/YR14/0063/A, erection of 2 storey office and illuminated fascia sign and hanging sign on land west of Sunnyside, Fen Road, Guyhirn granted approval.

Planning applications for discussion by Councillors.

- a) F/YR14/0270/F. Change of use of church to 3-bed dwelling involving the insertion of a Juliet balcony to front, and erection of detached double garage. Methodist Church High Road, WSM. Mr & Mrs Alexander. Agent: B Gilham.
Councillors resolved to support this application and recommend approval is granted.
- b) F/YR14/0325/F. Erection of an agricultural storage building, 4no polytunnels, and formation of hardstanding. Land south of 'Oaklands', Willock Lane, WSM. Mr Goat. Agent: D Broker.
Councillors resolved to support this application and recommend approval is granted.
- c) F/YR14/0320/F. Erection of a single storey extension to form classroom and formation of hardstanding play area. Wisbech St Mary Church of England Aided Primary School, Church Road, WSM. Ely Diocese Office. Agent: P Smith.
Councillors resolved to support this application and recommend approval is granted.
- d) F/YR14/0289/F. Erection of a 2 storey 5-bed dwelling with integral garage. Plot 9, Land north-west of 'Greenacres', Gull Road, Guyhirn. Mr Askew. Agent: C Walford.
Councillors resolved to support this application and recommend approval is granted.
- e) F/YR14/0265/F and F/YR14/02566/Listed Building. Change of use of church to 5-bed dwelling involving the formation of a new access. St Mary Magdalene Church, Guyhirn. Mr Hartley. Agent: A MacMillan.
Councillors resolved to support this application and recommend approval is granted.

9. CORRESPONDENCE RECEIVED

- (a) 'Keeping in Touch' Spring 2014 issue. Cambs Community Services. Noted by Councillors.
- (b) Promotional material for the Velo Festival to celebrate cycling in Cambridgeshire. Noted by Councillors.
- (c) Fenland Tourist Board Update for Parish Councils. Information noted by Councillors.
- (d) Letter of thanks from Murrow Book Café for the grant given. Noted.
- (e) Invitation to join Cambridgeshire Acre's Myth Buster Tour, Tuesday July 1st 2014. Noted by Councillors.
- (f) Confirmation from FDC that K Mayor is Chairman and C Cox is Vice-chairman. Information noted.
- (g) Environmental Agency advising that the waste license expires in June. Cllr Davies advised that this referred to the Guyhirn Pond and was no longer required and therefore did not need to be renewed.

10. HIGHWAYS MATTERS

(a) Reports from councilors concerning *emergency problems* on highways.

Cllr Knight advised that he had reported a hole in the footpath at Ingham Hall Wisbech St Mary directly to the County Council's website Fix My Street and this had been repaired. He has also reported some problems with flooding outside the Shop at Wisbech St Mary but this had not as yet been rectified.

It was reported that there is always a large puddle outside Guyhirn Churchyard and although it has been reported it never gets resolved.

High Road, Guyhirn has been patched up but is not adequate and not the resurfacing work as had been promised.

(b) Email from resident concerning parking outside WSM school.

Parents were parking outside private drives resulting in owners being unable to leave or access their property. Some parents were reported as being abusive when asked to move their vehicles. The Chairman advised that there were also numerous problems with parking along Churchfield Way and the emergency services would not be able to get through if necessary. A child was recently very nearly injured due to the problems with parking outside the school and this had been reported to the Police.

Councillors resolved to arrange a joint meeting with the Police, Emergency Services and representatives from the School to discuss the ongoing parking problems.

The Chairman advised that a traffic order had been issued for work to Rumers Lane for one day on the 18th August.

11 STREETLIGHT MATTER

a) Fenland District Council quotation on replacement streetlights Murrow Bank, Murrow £1116.64. Knocked down by a vehicle and deemed unsafe and need replacing. Cllr Davies advised that this should be dealt with by the Insurance Company.

b) Fenland District Council quotation on replacement streetlights Sandbank, Wisbech St Mary £1410.26. Ongoing.

c) Streetlight in Station Avenue, Murrow still not connected. Cllr Broker was still looking into this matter

d) Request for a Streetlight in High Road, Guyhirn from The Oliver Twist to Selwyn Corner.

Councillors resolved to establish exactly where this street light was required.

12 FINANCE

a) To receive a budgetary control report for the 2013/14 year to date.

This information was currently not available as Mrs Reader was still working on the Accounts for the year ending 31st March 2014. The Accounts must by law be prepared and approved by the Council by the 30th June 2014.

b) Internal Audit date by Auditing Solutions Limited 22nd April 2014.

The Internal Audit would be arranged as soon as the year end accounts were completed and approved by the Council.

c) Notification from PKF Littlejohn that accounts should be presented to them by the 9th June 2014.

Mrs Reader agreed to contact the external auditors to arrange for a postponement pending the completion of the year end accounts and internal audit.

d) Corporate Governance Questionnaire for signature by the Chairman.

Mrs Jobson had completed this ready for the Internal Audit prior to her death and it was therefore signed by the Chairman.

To consider the outstanding accounts:

(a) Mrs Jobson's salary and Tax & NI. The situation to date.

The Chairman advised that the issue of the Bank Mandate had been resolved for the time being with Councillors Payne, Fowler and Barnes being the authorized signatories. A cheque for £750 was therefore authorized and made payable to the Executors of Mrs C Jobson

(b) North Level District Internal Drainage Board Revised account. £10.47 LG (Financial Provisions Act 1963). Payment approved.

(c) Archant Community Media Ltd. Parish Clerk Advertisement "Wisbech Standard" and "Cambs Times" and Jobs24 website. £792.00 inc VAT. Payment approved. L.G.A. s 112.

(d) To consider what steps to take to receive monies held by the 'Wisbech Standard' on behalf of the Wegg family since 2006, being donations for landscaping an area around Guyhirn war memorial. No replies having been received to letters sent in June and August 2013.

Councillors resolved to contact Mr Wegg to enquire if he could assist with this matter as no response had been received from the Wisbech Standard.

Payment of grants.

No applications received.

13. UPDATE AND CONFIRMATION OF INSURANCE POLICIES.

The Chairman advised that the new Policy was in the process of being prepared by Zurich.

14. NEW PAVILION FOR GUYHIRN FOOTBALL CLUB

Update on planning application.

A meeting is to be held in the near future to discuss the pavilion and possibly move the village hall down the field and thereby build one new building. As the Parish Council own the land they need to be aware of the implications of such a venture.

15. PARISH PROPERTY MAINTENANCE AND RISK ASSESSMENT MATTERS.

(a) Reports from Councillors.

Cllr Davies stressed that the grass behind the bottle bank and hedge needs cutting back at Guyhirn. Chairman agreed to contact Shaun Bowles.

Cllr Fowler expressed concern over another branch falling from the tree at Tholomas Drove.

(b) Report on progress of fence being erected at Guyhirn churchyard to allow access to the Playing field.

Cllr Davies advised that no progress had been made pending the necessary paperwork from the Parochial Church Council. The Chairman agreed to attend to this.

c) Arrangement for Risk Assessment visits.

Cllr Brittain agreed to carry out the annual inspection together with Mrs Reader in the next couple of weeks.

16. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS.

Report from County Councillor G Gillick.

Councillor Gillick informed the meeting that the problem with parking outside schools was common throughout the County. Perhaps school should resolve this problem by providing more parking facilities on school sites and consider providing a turning circle.

Report from District Councillor G Booth.

Councillor Booth advised that the new leader at FDC was John Clarke and he is aiming to visit all Parish Councils within the next year.

The Core Strategy had been adopted by the District Council and would now be called the Local Plan. The information on the District Council's website regarding stray dogs had not been very helpful and has therefore now been changed and is much improved. The Wisbech Town Transport Strategy is being published and hopefully will include a Policy on a Bus Interchange at Guyhirn.

17 OTHER MATTERS (for information only)

Mrs Reader advised that she had contacted BT to cancel the Wisbech St Mary telephone line but unfortunately they had also disconnected Mr Jobson's personal telephone line as well but she had arranged for this to be reconnected.

It was reported that there are still stray dogs in Guyhirn.

18 REVIEW OF PROGRESS IN APPOINTING A PARISH CLERK AND RFO.

The Chairman advised members that they had been 15 enquiries regarding the post of Clerk/RFO to date. The deadline for applications was 31st May.

Councillors resolved to meet on the 9th June to consider the applications received and agree on the short listing for interviews.

Councillors also resolved to arrange for the interviews to be conducted on the 30th June and the Chairman would arrange a suitable venue for the interviews to take place.

18. DATE OF NEXT SCHEDULED MEETING

Monday 16th June 2014, WSM Community Centre, 7pm.

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Dates of meetings for 2014/2015:

Monday, 14 th July 2014	-	Murrow Village Hall
Monday, 11 th August 2014	-	Thorney Toll Village Hall
Monday, 15 th September 2014	-	Guyhirn Village Hall
Monday, 13 th October 2014	-	Wisbech St Mary Community Centre
Monday, 10 th November 2014	-	Murrow Village Hall
Monday, 8 th December 2014	-	Thorney Toll Village Hall
Monday, 5 th January 2015	-	Wisbech St Mary Community Centre