

Wisbech St Mary Parish Council

Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 8th May 2017 at Wisbech St Mary Community Centre after the Parish Assembly for the purpose of transacting the following business.

Attended by: Councillors B Britain (Chairman), C Allen, P Davies, J Fish, J Humphrey, S Mann, J Newland, D Scrimshaw, D Wheeler.

Members of the public 4.

Fenland District Council (FDC) Councillor G Booth joined the meeting at 8.20pm.

PCSO Sue Clarke joined the meeting at 7.38pm.

OPEN FORUM Nil

1. APOLOGIES FOR ABSENCE Cllr Knight due to illness.

2. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Chairman: Cllr Britain was proposed by Cllr Davies seconded by Cllr Allen. Cllr Britain accepted the nomination. In favour 6, against 0. Cllrs Humphrey and Wheeler abstained. Cllr Britain was elected Chairman.

Vice-Chairman: Cllr Humphrey proposed Cllr Wheeler, seconded Cllr Allen. Cllr Wheeler accepted the nomination. In favour 7, against 0. Cllr Wheeler was elected Vice-Chairman.

3. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Britain completed the declaration of office for Chairman.

Cllr Wheeler completed the declaration of office for Vice-Chairman.

PCSO Sue Clarke arrived 7.38pm

4. TO SIGN AND APPROVE MINUTES OF MEETINGS dated 10th April 2017

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

5. MATTERS ARISING FROM PREVIOUS MINUTES (information only)

The Clerk referred to the letter from Mrs Morley concerned that a new fence may be encroaching on footpath no6 between Front Road and Back Road Murrow. The response from CCC was that they maintained a 4ft (1.2m) width of footway. As long as the footpath width was unobstructed there was little they could do. The Clerk to reply.

11(c). DEFIBRILLATORS. The Chairman elected to take this item out of order so the speaker was not unnecessarily delayed.

Mr Adam Jeffries introduced himself - he is a Community First Responder (CFR), a member of the first responder group, he covers an area that included the Parish. There are currently two CFR's and two trainees. They are voluntary, have no funding and fund raise as necessary. They are contacted by phone/radio and attend top category calls; target response times are 4 – 8 minutes any time of day. They share one kit which includes a defibrillator and are looking for funds to enable another to be provided. Steve demonstrated the kit, the objective is to be on site quickly and provide vital support during the waiting time for paramedics/ambulance. The kit costs c. £2500. Consumables are replaced by the ambulance service, kit is procured through NHS Trust. Community First Responders can be contacted through facebook, twitter and Google.

Following discussion it was suggested that they apply for a Parish grant. The Chairman thanked Adam and Steve for their presentation.

14. POLICE MATTERS The Chairman elected to take this item out of order so the speaker was not unnecessarily delayed.

PCSO Sue Clarke referred to her Police report previously circulated. In addition there had been a burglary while the occupants were in hospital - she asked all to be vigilant if they new of properties unoccupied. She went on to explain the challenges associated with dementia and hoped that PC Kurt Allen would attend the 12 June meeting. Sue agreed to check if Police passed on the details of the driver/vehicle that caused damage to a road sign and planter. The Chairman thanked Sue for her attendance.

6. MEMBERS DECLARATION OF INTEREST for items on this agenda **Nil**

7. TO CONSIDER PLANNING MATTERS

1. Planning applications determined by the Fenland District Council (FDC). **Nil**
2. Planning applications for discussion: **Nil**

8. CORRESPONDENCE RECEIVED

- (a) CAPALC Training Courses – the Clerk referred to planned Chairman and Councillor training.

9. HIGHWAYS MATTERS

- (a) Street Lighting

The Clerk had contacted FDC to press for a repair of street light FPC5 Front Road Murrow and been told that the supplier had reported it as completed, which was clearly incorrect.

- (b) Local Highway Improvement Initiative 2017/18

The Clerk reported that he had contacted CCC to explore an alternative project, no reply had been received to date.

Cllr Booth arrived 8.20pm

10. FINANCE MATTERS

- (a) To receive the budgetary control report for 2017/18 to date.

The Clerk drew attention to the first payment of Precept and Support Grant and the VAT received. The Bank Reconciliation balanced. **Noted**

- (b) Resolution to approve the Annual Governance Statement 2016/17.

The Chairman read the Annual Governance Statement which was reviewed. The clerk drew attention to Section 9 which required a Yes response and explained the reason for this change. It was proposed by Cllr Humphrey seconded by Cllr Wheeler that it be approved. The resolution to accept the Annual Governance Statement was approved unanimously. The Chairman and Clerk signed that Statement.

- (c) Resolution to approve the Accounting Statements for 2016/17.

The Chairmen read the Accounting Statements. It was proposed by Cllr Mann seconded by Cllr Newland that the Accounting Statements be approved. The resolution to accept the Accounting Statements was approved unanimously. The Chairman signed the Statement.

- (d) Internal Audit Report to 31 March 2016 and reappointment of internal auditors.

The Clerk referred to the Report that had been circulated to all in advance. He drew attention to the need to respond to the Action Plan with a timescale for implementation, the need to separate out the Charity Funds when the Treasury Deposit matures, the need to make the website accessible through search engines, and the need to ensure that all invoices were signed and counter signed when cheques are signed and counter signed.

It was agreed to reappoint Auditing Solutions Ltd for 2017/18.

Insurance – The Clerk reported that one quotation has been received, a second quotation was expected shortly. As current insurance expired 31 May 2017 he proposed that authority to accept a quotation should be delegated to the Chairman in consultation with the Vice-Chairman. Agreed unanimously.

To approve payment of outstanding accounts:

(e) Clerk April salary	£636.92 LG Act 1972 S112	Agreed
(f) Tax and NI	£198.42 LG Act 1972 S112	Agreed
(g) Clerk postage and office consumables	£123.45 LG Act 1972 S112	Agreed
(h) Valuation Office Agency – Guyhirn Pond	£600.00 LG Act 1972 S111	Agreed
(i) SR Signs – sponsorship signs	£150.00 LG Act 1972 S111	Agreed
(j) CandPALC membership fees	£561.70 LG Act 1972 S143	Agreed
(k) Auditing Solutions Ltd – internal audit 2016/17	£288.00 Accounts and Audit Regulations 1996	Agreed

Grant application

- (o) Murrow Book Café LG Act 1972 S137

Following discussion it was proposed by Cllr Fish seconded by Cllr Davies that a grant of £1000 be awarded. **Agreed unanimously**

11. PARISH PROPERTY

(a) Maintenance

(i) Guyhirn Pond – The Clerk referred to the Valuation Office Agency report. Following discussion it was proposed to retain the site. **Agreed unanimously**

(b) Bus Shelters

Following discussion it was proposed that Cllr Knight be asked to liaise with D Broker to obtain the files and progress the project. **Agreed unanimously**

(c) Defibrillators

The Chairman acknowledged the grant offer received from the Wryde Croft Wind Farm Community Fund, a charitable fund managed by Cambridgeshire Community Foundation. The Clerk reported that he had accepted the grant offer and would liaise with Mark Clarke at Murrow. **Noted**

(d) Planters

Cllr Wheeler offered to explore the supply of new plants. Some councillors will plant them others will be done by the volunteers. Additional compost will be required.

12. HIGH ROAD WISBECH ST MARY – SURFACE WATER DRAINAGE

Cllr Booth reported that a £3k grant had been secured from CCC. Further information will be supplied when the IDB have clarified funding and obtained the response of residents.

13. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Booth reported that the next meeting of FDC was Thursday.

- a) Referring to the complaint made by Cllr Fish FDC said that there were a high number of calls due to Council Tax and the brown bin scheme and reductions in call centre staff had exacerbated the situation.
- b) Cllr Booth reported that Balfour Beatty had ceased the agreement with FDC so the number for reporting defects was no longer of use. FDC had put in place an alternative arrangement for street lighting repairs.
- c) Murrow Village Hall – there was now a new Committee in place. It is the custodian trustees that are the challenge.
- d) Cllr Booth asked if the Parish Council wished to pursue speed limit changes – yes.

14. POLICE MATTERS See above

15. ANY OTHER BUSINESS (for information only)

15.1 Cllr Allen reported that sealed bids for Guyhirn Village Hall were due 9th June so it would be wise to change the meeting venue for 12 June. **Agreed**

15.2 Cllr Britain reported proposals to complete the Jetty footpath. It was agreed that barriers should be adjusted to suit wheelchair access. If a reasonable quote were obtained from the current supplier it made sense to complete the work at the same time. **Agreed**

15.3 Cllr Britain reported that he was pursuing the fencing encroachment issues with the enforcement officer at FDC.

16. DATE OF NEXT MEETING

Monday 12th June 2017 Oliver Twist Country Inn, Guyhirn

DATES OF MEETINGS FOR 2017/18

Monday 10 th July 2017	Murrow Village Hall
Monday 14 th August 2017	Thorney Toll Village Hall
Monday 11 th September 2017	Wisbech St Mary Community Centre
Monday 9 th October 2017	Guyhirn Village Hall
Monday 13 th November 2017	Murrow Village Hall
Monday 11 th December 2017	Thorney Toll Village Hall
Monday 15 th January 2018	Wisbech St Mary Community Centre
Monday 12 th February 2018	Guyhirn Village Hall
Monday 12 th March 2018	Murrow Village Hall

Meeting closed at 9.30 pm

Signed: Cllr. B Britain, Chairman

