

# Wisbech St Mary Parish Council

## Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 9<sup>th</sup> May 2016 following the Parish Assembly in Wisbech St Mary Community Centre.

Attended by: Councillors B Britain (Chairman), Cllr M Knight (Vice Chairman), C Allen, D Broker, P Davies, J Fish, J Humphrey, J Newland, D Scrimshaw. Councillors elect S Mann and D Wheeler.  
Fenland District Council (FDC) Councillor G Booth.  
Cambridgeshire County Council (CCC) Councillor G Gillick.  
Members of the public 5.

### OPEN FORUM – Nil

### 1. APOLOGIES FOR ABSENCE – Nil.

### 2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Chairman: It was proposed by Cllr Davies seconded by Cllr Fish to remain as we are. Cllr Humphrey proposed Cllr Knight noting that he would not be available for one meeting in four, seconded by Cllr Allen. It was agreed to put the proposals to vote: Cllr Britain 5, Cllr Knight 2. Cllr Britain was elected Chairman and completed the declaration of office.

Vice Chairman: Cllr Allen proposed Cllr Knight, seconded by Cllr Scrimshaw, agreed unanimously. Cllr Knight was elected Vice-Chairman and completed the declaration of office.

### 3. DECLARATION OF ACCEPTANCE OF OFFICE

Steven Mann and David Wheeler each completed their declaration of office. The Clerk handed them a copy of Standing Orders and Financial Regulations together with a Register of Member Interest Form which must be completed within 28 days.

### 4. TO SIGN AND APPROVE MINUTES OF MEETINGS

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

- (a) 11<sup>th</sup> April 2016
- (b) 11<sup>th</sup> April 2016 Co-Option
- (c) 26<sup>th</sup> April 2016

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

The Clerk reported that he had written to Mr Cannon and had received a telephone response, Councillors noted that the trailer had been removed. **Noted**

The Clerk reported responses to the letter regarding planning policy and circulated the reply from Stephen Barclay MP. **Noted**. The Clerk was asked to write to the MP accepting his offer to arrange a meeting with the Leader of FDC.

### 6. MEMBERS DECLARATION OF INTEREST for items on this agenda

Cllr Broker declared a pecuniary interest in item 7.2

### 7. TO CONSIDER PLANNING MATTERS

#### 1. Planning applications determined by the Fenland District Council (FDC).

- (a) F/YR16/0149/F Erection of 2-storey 4-bed dwelling with integral garage. Land North Of The Cottage 28 Murrow Bank Murrow. **Granted**
- (b) F/YR16/0189/O Erection of a single-storey 2-bed dwelling involving the formation of a new access (Outline application with matters committed in respect of access, layout and scale. Land South Of Gull View Gull Road Guyhirn. **Refused**
- (c) F/YR16/0194/F Erection of 4 x 2-storey 4-bed dwellings and the formation of 2 new accesses. Land South East Of Mole End Gull Road Guyhirn. **Pending Consideration**
- (d) F/YR16/0209/F Change of use of land to travellers site with associated works including 2no mobile homes, touring caravan and utility facilities. Land North East Of 1 – 3 Murrow Lane, Murrow. **Pending Consideration**

Cllr Broker left the room.

#### 2. Planning applications for discussion:

- (a) F/YR16/0245/F Erection of a porch to front of existing dwelling. 38 Station Drive Wisbech St Mary.

Applicant Mrs Barnes. Agent Mr David Broker. **Recommend Approval**  
**Cllr Broker returned**

## **8. CORRESPONDENCE RECEIVED**

- (a) Murrow Book Cafe – letter of thanks. **Noted**
  - (b) Cambridgeshire County Council (CCC) Highways – new reporting system. **Noted**
  - (c) TMO Highways Ltd – Temporary road closure Front Road, Murrow. **Noted**
  - (d) Fenland District Council (FDC) – Parish Council Owned Street Lights **Noted**
  - (e) Doddington Parish Council – Street lighting **Noted**
- Items (d) and (e) will be discussed in detail under item 9(b).

## **9. HIGHWAYS MATTERS**

### **(a) Highways**

Cllr Britain reported a high fence at Hazeldede that had been erected very close to the carriageway. Following discussion it was agreed that the Clerk would advise CCC Highways for their comments as it could constitute a hazard and FDC Planning enforcement be advised as it was likely that planning permission would be required.

### **(b) Street Lighting**

Items 8 (d) and (e) were discussed in detail. Cllr Booth confirmed that FDC proposed to let a new contract for street lighting. It was noted that District and Parish Councils had in the past used County Council contract arrangements in order to avoid the high cost of managing and administering individual smaller contracts and to take advantage of economies of scale. This arrangement had changed as a result of CCC adopting the Private Finance Initiative (PFI) arrangement. Councillors considered that the term maintenance routine that had existed for the maintenance of street lights together with renewals and additional units provided from time to time best suited the needs of the Parish.

Councillors agreed that since FDC had adopted a three-year agreement with Balfour Beatty the service had slipped markedly/been non-existent.

Councillors noted that CAT 1 replacements had now been completed.

The Clerk was asked to press for a response regarding FPC 11 High Road Guyhirn.

As FDC was responsible for the maintenance of Parish street lighting it was considered that any risk associated with failure to maintain and repair/replace rested with FDC. Cllr Booth's understanding was that CAT 3's should be replaced within three years and that FDC were responsible for maintenance and replacements.

### **(c) Street Pride.**

Cllr Knight detailed proposals for planters, total 16 with one donated by Delamores. Cllrs Knight and Humphrey had installed some and will commence planting. They had identified some volunteers who may be prepared to maintain them. Councillors considered those that were 'supported' and likely to succeed. Cllr Allen suggested an article in Village Voices to encourage interest and support, proposed by Cllr Scrimshaw seconded by Cllr Humphrey, **Agreed.**

As it was considered impractical to write specifications and obtain quotes on a consistent basis it was suggested that £1600 be allocated to the project, proposed by Cllr Knight seconded by Cllr Allen, **Agreed.**

## **10. FINANCE MATTERS**

### **(a) To receive a budgetary control report for 2016/17 to date.**

The Clerk drew attention to income to date including 50% Precept and Council Tax Support Grant, and income from allotments and VAT reclaimed from last financial year. He went on to explain expenditure to date, the bank reconciliation that balanced, balance brought forward and total income expected for the year. This was then compared with the Budget, the Wash Pit Fund capital and commitments. **Noted**

### **(b) Resolution to approve the Annual Governance Statement 2015/16.**

The Chairman read the full Annual Governance Statement. It was proposed by Cllr Broker seconded by Cllr Davies and agreed unanimously to resolve to approve the Annual Governance Statement 2015/16.

### **(c) Resolution to approve the Accounting Statements for 2015/16.**

The Clerk referred to the Accounting statements for 2015/16, the balance at the beginning of the year £145,700 and at end of year £166,580. He explained the Total value of cash and short term investments figure had been adjusted to £166,152 (from £166,711) in respect of unrepresented

cheques. Proposed by Cllr Knight seconded by Cllr Fish and agreed unanimously to resolve to approve the Accounting Statements for 2015/16.

**To approve payment of outstanding accounts:**

(d) Clerk April salary	£692.89 LG Act 1972 S112	<b>Agreed</b>
(e) Tax and NI	£238.60 LG Act 1972 S112	<b>Agreed</b>
(f) Clerk postage and office consumables	£96.68 LG Act 1972 S112	<b>Agreed</b>
(g) K Clarke - Repair and install notice board	£142.00 LG Act 1972 S111	<b>Agreed</b>
(h) CandPALC Membership fees	£557.47 LG Act 1972 S143	<b>Agreed</b>
(i) Thorney Toll Village Hall – hire 11 April 2016	£40.00 LG Act 1972 S134	<b>Agreed</b>
(j) Tower Mint Ltd. – Queens 90 <sup>th</sup> Birthday Medals	£844.80 LG Act 1972 S145	<b>Agreed</b>
(k) Auditing Solutions Ltd. – Internal audit services	£276.00 Accounts & Audit Regulations 1996	<b>Agreed</b>

**Grant application**

- (l) Little Explorers (Thorney Toll) LG Act 1972 S133

The Clerk referred to the application which had been copied to councillors prior to the meeting. Cllr Knight expressed concern regarding the commercial nature of the venture. Cllr Fish advised that the venture was progressing well and attracting children from outside as well as inside the Parish. He clarified that the bid was from Little Explorers and was not from the Village Hall Committee. It was concluded that as the venture was a Limited company it was agreed that the application should be refused. The Clerk was asked to reply suggesting discussions with the Village Hall Committee.

**11. WEB SITE**

The Clerk confirmed that the site was live and annual cost £104.40.

**12. PARISH PROPERTY**

- (a) Bus Shelters

Cllr Broker has assessed the sites and reported:

- (i) Wisbech St Mary opposite The Wheel – there is just sufficient space to accommodate a shelter.
- (ii) End of The Gull, Guyhirn near the lay-by – there is not sufficient verge width. Alternative sites were discussed and one was agreed.
- (iii) Gull Drove/Gull junction

Following discussion sites were agreed at Wisbech St Mary and top of The Gull. Cllr Broker agreed to consult with CCC.

Cllr Fish said there was a clear need for a shelter at A47 Thorney Toll. Cllr Broker agreed to explore the possibilities with Highways England.

It was proposed that the four sites be explored in further detail. **Agreed.**

- (b) Defibrillator

Cllr Broker updated Council. Following discussion, the following locations were preferred:

- (i) Play2Day, on the corner – this could be boxed, temperature controlled and would be covered by CCTV.
- (ii) Wisbech St Mary, the shop at High Road as it was central and therefore available to more users.
- (iii) Murrow, at the Book Café – identified as a possible site.

Cllr Britain said he would like to see one at Thorney Toll. Cllr Fish replied that one could be accommodated at the Village Hall.

- (iv) Thorney Toll – at the Village Hall.

The Clerk was asked to contact The Parochial Church Council to request that they provide the unit at the Shop in High Road, Wisbech St Mary.

**13. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr Booth reported:

- (a) Devolution – FDC would discuss at a meeting 1 July.

Cllr Gillick reported:

- (a) A motion had been proposed to reinstate street lighting overnight at a cost of £250k per year.
- (b) A new contract for roads was proposed.

- (c) Devolution – Further discussions were yet to take place, proposals involved a centralised Mayor with power over strategic transport and planning.

#### **14. POLICE MATTERS**

No updates received.

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

(a) The planning Process was discussed. Cllr Broker clarified that it was complicated in smaller villages, where villages have reached the 10% development threshold applicants need to demonstrate community gain. Engagement with the community is not compulsory, support or otherwise would fall back on the Parish Council view. Cllr Allen suggested Council adopt a list of preferred gains such that applicants and agents would be aware what was required rather than having to wait for discussions at Council and proposed Planning Gain be added to the next agenda. **Agreed**

(b) Cllr Knight proposed that maintenance of Tholomas Drove greens be brought up to the same frequency as playing fields, seconded by Cllr Britain. The Clerk added that this could be at the same rate as in the maintenance contract if S Bowles agreed. **Agreed.**

#### **16. DATE OF NEXT MEETING**

Monday 13<sup>th</sup> June 2016                      Guyhirn Village Hall

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

Monday 11 <sup>th</sup> July 2016	Murrow Village Hall
Monday 1 <sup>st</sup> August 2016	Thorney Toll Village Hall
Monday 12 <sup>th</sup> September 2016	Wisbech St Mary Community Centre
Monday 10 <sup>th</sup> October 2016	Guyhirn Village Hall
Monday 14 <sup>th</sup> November 2016	Murrow Village Hall
Monday 12 <sup>th</sup> December 2016	Thorney Toll Village Hall
Monday 16 <sup>th</sup> January 2017	Wisbech St Mary Community Centre
Monday 13 <sup>th</sup> February 2017	Guyhirn Village Hall

Meeting closed at 9.45 pm

Signed: Cllr. B Britain, Chairman