

Wisbech St Mary Parish Council

Minutes of the meeting of Wisbech St Mary Parish Council at Thorney Toll Village Hall on Monday April 14th 2014.

Present:- Councillors B. Payne (Chairman), B Brittain (Vice Chairman), C Allen, P Barnes, P Davies, J Fish, T Fowler, T Jennings, M Knight & B Reay.

G. Booth (Fenland District Councillor).

G Edwards & T Coleman (Members of the public)

OPEN FORUM – Parishioners are invited to address the Council.

Mr Edwards passed on his condolences to the Council following the recent tragic death of the Clerk, Mrs Carolyn Jobson.

Mr Edwards informed the meeting that Guyhirn Football Club was applying to Fenland District Council under the Rural Grants Scheme, and have a meeting next week. Planning Applications were being submitted.

1. APOLOGIES FOR ABSENCE

No apologies had been received but Councillor Broker had indicated that he would be attending the meeting later.

2. Mrs CAROLYN JOBSON: An appreciation of loyal service to the Parish Council.

The Chairman paid tribute to Mrs Carolyn Jobson in her role as Parish Clerk for the last 15 years, referring to her outstanding work particularly regarding the Council's finances and for her loyal and dedicated service to the Council and Parishioners.

A minutes silence was observed in memory of Carolyn.

A discussion took place on whether some kind of memorial should be provided within the Parish. Councillors agreed to give this matter some thought and for the matter to be included in the Agenda for the next meeting.

3. TO SIGN AND APPROVE MINUTES OF MEETINGS dated 10th March 2014 (not yet available) and 1st April 2014.

The minutes of the 1st April 2014 were approved as a true record and signed by the Chairman.

4. MATTERS ARISING FROM PREVIOUS MINUTES (information only)

There were no matters arising from the Minutes of the 1st April 2014.

5. MEMBERS DECLARATION OF INTEREST for items on the agenda.

There were no members declarations of interest made.

6. TO CONSIDER PLANNING MATTERS

Planning applications determined by the Fenland District Council.

The following planning applications had been granted approval by the District Council:

Planning Application No F/YR14/0153/F, erection of single storey side/rear extension at 101 Front Road, Murrow

Planning Application No F/YR13/0809/F, erection of two 2 story 3 bed dwellings with vehicular access at Briarcroft, High Road, Guyhirn

Planning Application No F/YR14/0065/F, erection of two 3 storey 6 bed dwellings on land north of Meadow View, Gull Road, Guyhirn

Planning Application No F/YR14/0081/PNH, erection of single storey rear extension extending beyond rear wall, 19 Station Avenue, Murrow has been withdrawn.

Planning applications for discussion:

- (a) F/YR14/0200/F. Erection of a single-storey 2-bed agricultural dwelling, Applebys, Station Road, Wisbech St Mary. Applicant Mr B Patrick. Agent Keith Hurst. Councillors resolved to support this application.
- (b) F/YR14/0211/F. Change of use of land to extend existing caravan park and siting of 6 caravans max. Land north-west of Melissa Park Caravan Site, Sandbank, Wisbech St Mary. Applicant J & S Page. Agent Mark Southerton. Councillors resolved to support this application.
- (c) **Notice of Appeal**
F/YR13/0527/F. An appeal has been made to the Secretary of State against the decision of FDC to refuse this application. Erection of 2-storey 4-bed dwelling and detached double garage. Land north-east of Clarke's Cottages, North Brink, Wisbech. Any further representations from the Parish Council to be submitted by May 8th 2014. Noted.

7. CORRESPONDENCE RECEIVED

- (a) Messages of sympathy from Parish Councils and individuals in Cambridgeshire. The Chairman informed members that numerous messages of sympathy had been received from Clerks and Councils throughout the whole County.
- (b) Letter confirming interim arrangements for contact with Fenland District Council. Noted
- (c) BT Wayleave agreement: Back Road, Murrow. As the original agreement could not be located at the present time it was agreed that the Chairman obtain a copy and for this to be signed and returned.
- (d) European Parliamentary Election Notices were distributed to members for display on the notice boards throughout the Parish.

8. HIGHWAYS MATTERS

Highways reports from Councillors only on problems causing *immediate concerns*. It was reported that the weeds were falling over into the road at the Rings End roundabout.

9. FINANCE MATTERS

- (a) Concerns about removal of the Concurrent Functions. Update from FDC. The meeting to discuss this matter had been postponed following the resignation of the District Council Leader and would be rearranged once a new leader had been appointed in May.

(b) Quote from Zurich Insurance: £1,668.54 pa, or £1,521.56 pa on 3-year Agreement. Councillors resolved to accept the quotation of £1,521.56 for a 3 year agreement.

(c) Receipt of BACS Remittance Advice from FDC £3.26 for Recycling Credits. Noted.

(d) Clerk's outstanding Salary and Tax & NI.
Councillors resolved for one months Salary, Tax & NI to be paid. L.G.A. 1972 s 112.

(e) Hire of Guyhirn Village Hall for meeting on April 1st. £7.00. Payment approved. L.G.A. 1972 s111.

(f) Secretarial services of Mrs Dianne Harrod at April 1st meeting £30. Payment approved. L.G.A. 1972 s 112.

The Chairman advised that due to the special circumstances the External Auditors had agreed to an extension for the submission of the Annual Return for the Accounts for the year ending 31st March 2014. The Chairman had also contacted the Internal Auditors regarding the Internal Audit scheduled for Tuesday 22nd April but they had not been so accommodating so far.

10. TO DETERMINE WHAT ACTION NEEDS TO BE TAKEN TO WORK TOWARDS THE APPOINTMENT OF A PARISH CLERK

(a) To consider the appointment of a locum clerk.

The Chairman informed members that he had received advice from SLCC and it had been suggested that a locum clerk be appointed for a couple of months in order to bring the Council business up to date. SLCC had put out an appeal to local clerks for assistance and C&PALC had now also provided some contact names.

Councillors resolved for the Chairman and Vice Chairman to take this matter forward and to appoint a locum clerk.

(b) To consider the timetable relating to advertising, and dealing with applications for the post of Parish Clerk.

Members agreed to aim for an advertisement to be published mid to late May with a view to appoint the Parish Clerk ready for the July Parish Council Meeting. It was suggested that the interviewing panel could consist of 3 Council Members, the contract hours and pay scale needed to be considered and these details would be discussed at the next meeting.

11. ANY OTHER BUSINESS (for information only)

Councillor Booth informed the meeting that the District Council's Core Strategy had been approved by the Planning Inspectorate and would be presented to the Cabinet for adoption at the next meeting. The meeting to discuss the future of the Concurrent Functions Grant would also include street lighting but Parish Councils were still waiting to receive the report prepared by the District Council listing the street lights requiring replacement.

Councillors requested that the Chairman consider extending his Chairmanship for a few months as continuity was important until the appointment of a Parish Clerk was resolved.

Several copies of a consultation document issued by the NHS on Older Peoples Health Care had been received and members were encouraged to distribute these to parishioners.

The Chairman thanked Mrs Yvonne Reader for kindly taking the minutes of this meeting.

12. DATE OF NEXT MEETING.

The Chairman advised that owing to some Planning Applications being received but not included in this Agenda another meeting in the near future would be required to consider these planning applications as they could not be held over until the next scheduled meeting.

Monday May 19th. Annual Assembly and AGM. Guyhirn Village Hall. 7.00pm.

DATES OF MEETINGS FOR 2014/2015

| | | |
|---|---|----------------------------------|
| Monday, 16 th June 2014 | | Wisbech St Mary Community Centre |
| Monday, 14 th July 2014 | - | Murrow Village Hall |
| Monday, 11 th August 2014 | - | Thorney Toll Village Hall |
| Monday, 15 th September 201 | - | 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 |