

Wisbech St Mary Parish Council

Minutes of the Annual Meeting of Wisbech St Mary Parish Council held on Monday 17th May 2021 following the Parish Assembly at Wisbech St Mary Community Centre.

Attended by: Councillors D Wheeler (Chairman), J Humphrey (Vice Chairman), M Knight MBE DL, C Allen, P Davies and M Fryett, B Britain, G Booth, S Mann, D Scrimshaw & A Weldon.

FDC Councillors: G Booth & S Bligh

Members of the public: 1

OPEN FORUM – Parishioners are invited to address the Council.

Parishioner from Wisbech St. Mary asked when the drain outside the shop will be sorted as it floods regularly. The Chairman answered that this was an issue already being addressed by Highways and should be fixed no later than September 2021.

1. APOLOGIES FOR ABSENCE – CCC Cllr Simon King

2. ELECTION OF CHAIRMAN AND VICE – CHAIRMAN

Chairman: Cllr Britain proposed Cllr Wheeler seconded by Cllr Weldon & Agreed unanimously.

Cllr Wheeler was duly elected Chairman for 2021/22.

Vice-Chairman: Cllr Mann proposed Cllr Humphrey, seconded by Cllr Knight & Agreed unanimously.

Cllr Humphrey was duly elected Vice-Chairman for 2021/22.

3. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Wheeler read and signed the declaration of office for Chairman, Countersigned by the Proper Officer/Clerk.

Cllr Humphrey read and signed the declaration of office for Vice-Chairman. Countersigned by the Proper Officer/Clerk.

4. TO SIGN AND APPROVE MINUTES OF MEETING dated 12th April 2021.

Item 9.2.(a) The minutes were requested to be corrected by Cllr Booth to say CCC Committee instead of LHI Panel. Following this amendment, the minutes were then Proposed for approval by Cllr Booth and Seconded by Cllr Allen. They would be signed by the Chairman on 19th May 2021.

5. MATTERS ARISING FROM PREVIOUS MINUTES (information only)

The Clerk advised Councillors that following Cllr Knights concern regarding the brown advertising signs for a local business displayed in WSM, CCC Highways have removed them and kept them in storage at their depot in March.

6. TO CONSIDER MEMBER REQUESTS FOR DISPENSATION - None

7. MEMBERS DECLARATION OF INTEREST for items on this agenda - None

8. TO CONSIDER PLANNING MATTERS

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

8.2. Planning applications for discussion:

(a)	F/YR21/0317/VOC	Variation of condition 08 to enable amendment to approved plans of planning permission F/YR17/0232/F (Erection of a 2-storey 4-bed dwelling and detached double garage with games room above involving the demolition of existing dwelling and outbuildings) concerning reduction of application site, raising of floor levels, erection of decking and changes to windows (part retrospective) at Gull View Gull Road Guyhirn Wisbech Cambridgeshire PE13 4EP The Parish Council offered no comment.
(b)	F/YR21/0319/F	Erect a car port to side and 1.4 - 2.4 metre high (approx) close-boarded fencing to sides and rear of existing dwelling involving removal of existing car port at Olden Lodge Station Road Wisbech St Mary Cambridgeshire PE13 4RY The Parish Council recommended APPROVAL.

(c)	F/YR21/0348/F	Erect 2no dwellings (2-storey, 3-bed) (part-retrospective) at Land at Chapelfield Road Guyhirn Cambridgeshire The Parish Council recommended APPROVAL.
(d)	F/YR21/0249/VOC RECONSULTATION	Variation of condition 11 (list of approved plans) of planning permission F/YR20/0377/F (Erect a 2-storey 4-bed dwelling) - to enable amendment to red outline of application site and the submission of details in respect of condition 8 relating to ecological enhancements at Land North West of Gull View Gull Road Guyhirn Cambridgeshire The Parish Council recommended APPROVAL.
(e)	F/YR20/1232/O RECONSULTATION	Erect a dwelling (outline application with all matters reserved) at Land North East of Tudor Lodge and Sunset Station Road Wisbech St Mary Cambridgeshire The Parish Council recommended REFUSAL based on access concerns and back land development.
(f)	F/YR21/0384/F	Erect a building (single-storey) to existing dwelling involving the removal of log cabin at Croft House 192 Front Road Murrow Wisbech Cambridgeshire PE13 4HU The Parish Council recommended APPROVAL.
(g)	F/YR21/0470/RM	Reserved Matters application relating to detailed matters of appearance, landscaping, layout and scale pursuant to outline permission F/YR20/0962/O to erect 2-storey 4-bed dwelling and temporary siting of a caravan (during construction) (Plot 3 only) at Land West of Hollycroft Heights High Road Wisbech St Mary Cambridgeshire The Parish Council recommended APPROVAL.
(h)	F/YR21/0425/F	Erect a dwelling (2-storey 4-bed) involving the demolition of the existing glasshouses at Land East of Bank View Gull Road Guyhirn Cambridgeshire The Parish Council recommended APPROVAL.
(i)	F/YR21/0441/F	Erect single-storey extensions to side and rear of existing dwelling at Otters Reach 2 Back Road Murrow Wisbech Cambridgeshire PE13 4JW The Parish Council recommended APPROVAL.
(j)	F/YR21/0458/F	Alterations to front and east side elevations and internal layout to vehicle preparation bay at J S Holmes Ltd High Road Wisbech St Mary Wisbech Cambridgeshire PE13 4RQ The Parish Council recommended APPROVAL.

8.3. For Councillors to note response from FDC Planning regarding The Gypsy and Travellers Needs Assessment. – FDC reported that the assessment has still not been completed - **Noted**

8.4. For Councillors to note response from FDC Planning regarding Flood risk on home insurance. – FDC reported that for existing dwellings the following link could help <https://www.floodre.co.uk/can-flood-re-help-me/> and for new builds the occupier could provide insurance company with the flood risk assessment associated with planning approval. - **Noted**

9. CORRESPONDENCE RECEIVED

(a) WSM & Guyhirn PCC – Letter of thanks - **Noted**

10. HIGHWAYS MATTERS

10.1. Street Lighting

Update from Chairman on LED replacement progression

The Chairman was pleased to report that the streetlights at Thorney Toll had been completed the weekend prior. There are still two lights in Guyhirn waiting to be completed by Wisbech Electrical Ltd once traffic management issues are sorted.

Clr Weldon queried whether a streetlight that has been replaced at Thorney Toll village hall actually belonged to the Parish Council and The Chairman confirmed that this was one of the Parish Councils streetlights.

The Clerk reported a request from a resident regarding an extra streetlight on Gull Road, however the Chairman needed the exact location request due to the size of Gull Road and power supply – Clerk to enquire and bring back to Council.

The Clerk also reported a light that used to be opposite 100-104 Front Road Murrow was removed from a telegraph pole about four years ago and residents would like this replaced. The Chairman stated that Streetlights could no longer be attached to other utilities apparatus and this would have to be a new column in its own right. The Chairman to explore this location with Electrical Testing on their next visit.

The Chairman also reported that he was in talks with Electrical Testing regarding the inspections of the Streetlights moving forward.

Cllr Knight mentioned the antique light down The Jetty in WSM that needed removing, and the Chairman noted that this was believed to still be live and was in hand.

Cllr Davies queried whether a lost light outside 'The White House' was still being paid for, and the Chairman confirmed that as this was not on the inventory, this would not be paid for.

Cllr Booth mentioned whether E-on had been contacted to change the billing arrangement, The Chairman reported that this was in process with UMS and would be easier to arrange now all the streetlights are now LED.

10.2. Highways

(a) Any Highways issues to be raised by Councillors.

Cllr Allen reported that there are a few manholes covers along High Road, Guyhirn that are very noisy as they are loose in their frames. On the same subject, Cllr Humphrey reported there was another one at the Bridge Inn Pub junction in WSM and Cllr Fryett also reported that there were two in Murrow between the School and the bend towards Guyhirn. – The Clerk to report to Anglian Water.

Cllr Fryett mentioned that there is still an issue regarding verges being cut up by cars parking at School Pick Up times.

The Chairman reported that both the LHI bid for 30mph on WSM High Road, and the PFHI for Murrow Bank and Sand Bank were both moving forward.

Cllr Mann mentioned how bad Cants Drove and Gull Road are and how desperately they need resurfacing, The Clerk replied that Cllr King had included an update in his report regarding Cants Drove, and also mentioned that a parishioner had also asked what can be done to get Gull Road repaired? As this is also a badly damaged road that needs to be pushed for Highways to repair.

Cllr Knight mentioned his frustration surrounding the overgrown hedge at Sandbank, WSM. He finds it quite unacceptable that a County Council of such size (CCC) can't get something sorted for the safety of pedestrians and road users alike. Cllr Booth mentioned the fact there is now a new administration at CCC and they are hoping to consult with Parishes a lot more. Cllr Booth also mentioned that the policies that they have at CCC are more restrictive compared to other County Councils.

11. RISK ASSESSMENTS

a) To review level of insurance cover for renewal of the policy on the 1st June.

The Clerk noted the fact that the Council was tied into a five-year agreement until 1st June 2025 and the renewal cost was £1077.57.

The Clerk queried the Insurance Schedule and noted that Thorney Tolls village sign wasn't on there. Cllr Weldon explained that it was commissioned by the residents of Thorney Toll and was not a Parish Council asset. The Chairman asked whether they would like it added to our insurance in case of damage. Cllr Weldon agreed and the Clerk to action.

b) To consider ROSPA inspection reports.

The Chairman reported that the inspections for health and safety reasons were successfully completed and other than the recommendation for some fencing there wasn't much else needed attention.

The Chairman and Cllr Knight reported that they met on site with a company specialising in aquatic maintenance and would wait until his report and quote before we decide on any changes to either WSM or Guyhirn ponds.

Cllr Booth offered his help and support with the ponds as he had been involved with the Pond Project in Parson Drove.

The Clerk reported that Anglian Water offer grants to constituted groups for these kinds of projects, so it would be beneficial to work with WSM Street Pride (and Guyhirn once set up) to apply for this funding.

12. FINANCE MATTERS

12.1. To receive the Finance & Budget Report for 2021/22 to date. – The Clerk explained the new format to Councillors following the move over to Scribe. The bank reconciliation balanced at £108,733.02. - **Noted**

12.2. Internal Audit Report to 31 March 2021 and reappointment of Internal Auditors

The Chairman opened the item for discussion by thanking the Clerk for getting the Parish Council Accounts through the internal audit with only five minor points.

These included adding signed versions of invoices onto Scribe, Minutes of Ear Marked Reserves and adding these onto Scribe and two points surrounding the Clerks salary. The Clerks salary has since been resolved. Cllr Booth recommended the Parish Council state that we note the recommendations but it doesn't take into account that we have new technology and the complexities of working with COVID-19.

12.3. To approve payment of outstanding accounts:

Item	Description	Total Amount	Power	VAT Element
(a)	Clerk April Salary (inc 2020/2021 correction)	£810.92	LG Act 1972 S112	Agreed
(b)	Clerk HMRC Tax and NI	£122.62	LG Act 1972 S112	Agreed
(c)	Clerk Monthly Expenses (April)	£60.20	LG Act 1972 S112	Agreed
(d)	Nest Pensions (April)	£36.35	LG Act 1972 S112	Agreed
(e)	E-on Lighting Energy April	£659.87	Parish Councils Act 1957	Agreed
(f)	Kevin Clarke – War Memorial Maintenance	£168.00	War Memorials Act 1923 S1	Agreed
(g)	ROSPA – Playsafety (Pond Inspections)	£246.60	Public Health Act 1936 S260	Agreed
(h)	Zurich Insurance Renewal 2021/2022	£1077.57	LG Act 1972 S111	Agreed
(i)	Auditing Solutions Ltd (Internal Audit 2020/2021)	£306.00	Accounts & Audit Regulations 1996	Agreed
(j)	North Level IDB – Drainage Rates	£13.15	Financial Provisions Act 1963	Agreed
(k)	CAPALC (inc DPO Scheme) Membership Fees	£791.48	LG Act 1972 S143	Agreed

13. PARISH PROPERTY

13.1. Maintenance

(a) For Councillors to consider quotes for replacement of Parish Benches

Cllr Knight opened the item for discussion by detailing this was brought forward as a project following the inspection of assets and recognising most of the benches looked ready for replacement.

There was also an opportunity to place new ones, these are suggested at:

WSM – On land next to planter in front of Church and on the land to the rear of the church on Churchfield Way.

Guyhirn – Around the pond and on Playing field facing the Old Chapel of Ease.

Murrow – Opp village shop and on the land between Back Rd and Front Rd where MSP planters are.

Tholomas Drove – On the triangle of land beside The Chequers Inn.

The benches to be replaced are at The Jetty and o/s the village Chip Shop in WSM, Chapelfield Way in Guyhirn, Murrow Bank in Murrow and the amenities field in Tholomas Drove

The Council agreed unanimously to approve the purchase of 12 Hyde Park 1.95m benches from KBS Depot at a cost of £329 per bench with the base costs and plaque costs to be approved at the next meeting once the sites visits have taken place. This was proposed by Cllr Knight and seconded by Cllr Humphrey.

13.2. Bus Shelters – No issues raised.

13.3. Planters

(a) Update from Cllr Knight on plants for planters

Cllr Knight reported that unfortunately the handover of WSM planters to WSM Street Pride hadn't taken place last year due to the group temporarily closing down for COVID-19, however these planters can't be neglected, they are currently full of green foliage and need some colour to them. The Chairman and Clerk using their powers as outlined in the Financial Regulations under Budgetary Control and authority to spend (4.1), authorised the spending of £250.00. Cllr Knight will source enough plants for all the planters in WSM and the unmaintained ones in Guyhirn. The Chairman noted that the sponsorship brings in £900 a year and if we don't spend that money on the planters, we will need to look towards lowering the sponsorship in future. Cllr Knight appealed to Councillors to support him with these as willing volunteers would be needed for many of the planters. The plants will be distributed to volunteers on 26th May by Councillor Humphrey. Cllr Weldon requested information from Cllr Knight regarding what plants will be going in the planters as Thorney Toll wanted buy the same to keep them all uniformed throughout the parish. Cllr Knight agreed to make sure there was enough plants bought to supply Thorney Toll as well.

13.4. Defibrillators

(a) Update on Tholomas Drove Defibrillator Grant Application

The Clerk reported the good news that our application to Wrydecroft for the defib at The Chequers has been

successful.

Cllr Knight reported he was at the Wrydecroft committee meeting representing the Parish and pressed the fact that we should apply for more grant funding for projects moving forward, particularly the play equipment at Guyhirn. After discussion regarding the equipment Councillors decided to make an application for this in the next funding round. – Clerk to make the application to Wrydecroft.

Cllr Britain reported that he had to change some batteries and pads on the four current defibs to make sure they stay within their use by dates. The Clerk has created a master schedule that is also provided to Cllr Britain and Andrew Deptford to monitor when batteries and pads are reaching their expiry.

Cllr Britain requested that when we arrange the new defibrillator for Tholomas Drove, that the cabinet be Polycarbonate as our current ones are showing wear and are not fit for purpose. The Clerk advised that that was what we quoted for when applying for grant funding.

14. MURROW BANK/FRONT ROAD JUNCTION

(a) Update on junction improvements and Speed Limit changes. No further updates.

(b) Update on Murrow MVAS/SID (Mobile Vehicle Activated Sign/Speed Indicator Device)

The Clerk advised that this was also successful in obtaining grant money from Wrydecroft Wind Farm and will progress this further.

15. PARISH PONDS

(a) Update on progress with Environment Agency / NL IDB – Wisbech St. Mary. – No further update.

(b) Murrow Pond and issues associated with it. - No further update.

16. POLICE MATTERS

For Councillors to note report received following Police Forum on 30th April 2021

The Clerk attended the Police Forum and reported the following areas of concern, Parking around Murrow School, Burglaries in WSM, Unsafe cycling by children, use of e-scooters and vandalism at the new Guyhirn Community Building and GFC Changing Rooms. The Clerk also requested the Police do some speed checks in Guyhirn due to the Community Speedwatch not being able to fulfil that session, CSW are back up and running as of 17th May. Due to a change in staff no reports were provided from the Police regarding incidents in the Parish.

17. REVIEW AND ADOPTION OF POLICIES

a) Safeguarding Policy – Agreed by Council unanimously. Proposed by Cllr Booth and Seconded by Cllr Weldon

b) Equality and Diversity Policy – Agreed by Council unanimously. Proposed by Cllr Booth and Seconded by Cllr Weldon.

18. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

The Chairman reported that Cllr King has requested that this agenda item be moved to an earlier position on the agenda in future, in case he was unable to attend the entire meeting. Cllr King did offer his apologies and submitted a report that was circulated to all Councillors via email.

Councillors agreed to moving the agenda item to before planning.

Cllr Bligh reported that she had tried to restart WSM Street Pride with a community litter pick but unfortunately due to the rainy weather it had to be called off. The Chairman commented that there has been a good response in WSM during lockdown with more people coming forward to litter pick that were not initially under the Street Pride umbrella and was hopeful of a restart very soon.

Cllr Booth reported that due to purdah there had not been much activity and the Annual Meeting of Council at FDC was not until Wednesday 19th May 2021 and will be held at the Hudson Leisure Centre due to social distancing restrictions. Many other FDC Council Meetings have been cancelled and will be rescheduled once clarification from government emerges although planning meetings will still carry on as scheduled.

19. ANY OTHER BUSINESS (for information only)

Cllr Britain congratulated Cllr Allen and his team for going out and litter picking in Guyhirn as it has made a lot of difference.

Cllr Knight reported that on Saturday at Guyhirn Chapel of Ease there will be a small covid secure gathering to honour 876 soldiers from the Cambridgeshire Regiment to have fallen during the first World War.

20. DATE OF NEXT MEETING

Monday 14th June 2021 – 7pm - New Community Room, Guyhirn

DATES OF MEETINGS FOR 2021/2022

Monday 12th July 2021 – 7pm – Murrow Village Hall

Monday 9th August 2021 – 7pm – Thorney Toll Village Hall

Monday 13th September 2021 – 7pm – The Chequers Public House, Tholomas Drove

Monday 11th October 2021 – 7pm – WSM Community Centre

Monday 8th November 2021 – 7pm – New Community Room, Guyhirn

Monday 13th December 2021 – 7pm – Thorney Toll Village Hall

Monday 10th January 2022 – 7pm – Murrow Village Hall

Monday 14th February 2022 – 7pm – The Chequers Public House, Tholomas Drove

Monday 7th March 2022 – 7pm – New Community Room, Guyhirn

Monday 11th April 2022 – 7pm – Murrow Village Hall

Monday 9th May 2022 – 7pm – Parish Assembly/Annual Meeting – WSM Community Centre

Meeting closed at 9:15 pm

Signed: Cllr. D Wheeler, Chairman