

Wisbech St Mary Parish Council

Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 11th October 2021 at Wisbech St. Mary Community Centre (Sidings Room)

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 & A Weldon.

FDC Councillors: G Booth & S Bligh | CCC Councillors: S King & S Count

Members of the public: 2

Also Present: Robin Sutton – Cambridgeshire Neighbourhood Watch

OPEN FORUM – Parishioners are invited to address the Council.

The Co-Ordinator of Parson Drove and Wisbech St. Mary Ward Community Speedwatch (CSW) reported that the Wisbech Police will aim to attend CSW sessions when possible.

1. APOLOGIES FOR ABSENCE – Received and accepted from Cllr Mann & Cllr Scrimshaw.

2. PRESENTATION FROM ROBIN SUTTON – CAMBRIDGESHIRE NEIGHBOURHOOD WATCH

The Chairman welcomed Robin to the meeting.

Robin thanked the Parish Council for his invite and expressed how important it is to reach out in rural areas. Robin discussed

- How he is championing the revitalisation of Neighbourhood Watch (NW)
- How important it is to report crime as modern policing is data lead.
- That 53% of over 65s have been targeted by Scams
- How NW can help build community strength and combat loneliness.
- Useful resources – NW website is www.ourwatch.org.uk and Friends Against Scams is www.friendsagainstscams.org.uk

Cllr Humphrey on behalf of the Parish Council thanked Robin for the informative presentation.

3. TO SIGN AND APPROVE MINUTES OF MEETING dated 13th September 2021 – The Council resolved including any amendments to accept as a true record, the minutes of the meeting. These were duly signed by the Chairman.

4. MATTERS ARISING FROM PREVIOUS MINUTES (information only) - **Noted**

(a) Lorry Poppies - The Chairman and clerk using their powers as outlined in the Financial Regulations under **Budgetary Control and authority to spend (4.1)** arranged for the poppies to be ordered and paid for by the clerk. Reimbursement was issued immediately on 14th September 2021 for 22 x Lorry Poppies at a total cost £186.82 due to the concern that they could sell out.

(b) To note a response had been made to OpenReach in support of FTTP.

(c) To note D. Large will commence Willow Pollarding in November.

(d) To note WSM Bus Shelters had been repainted with anti-graffiti paint.

(e) Item 13 – The Clerk had spoken to CAPALC and based on the uniqueness of this work and the time constraints from Anglian Water, she tried to obtain three quotes but only managed one and that quote from Fishlock of £2660.00 (exc VAT) was duly accepted.

5. TO CONSIDER MEMBER REQUESTS FOR DISPENSATION - **None**

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

7. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Councillor King circulated his report and was happy to answer any questions.

Questions and comments from Councillors to Cllr King:

- Drain outside WSM High Road Bus Shelter was still outstanding after 4 years.
- CCC arranging drainage works on Parish Council land at Tholomas Drove – A meeting between Parish Council, CCC Councillors and Highways to be arranged at site.
- Some drain gulleys along High Road, Guyhirn still outstanding following resurfacing.

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- Uneven and broken up pavement outside Highlander on Selwyn Corner, Guyhirn still needs works to be arranged.
- Uneven road surface signs not on Sandbank at time of meeting.
- Cants Drove roadside verges, the start date has passed and no work commenced.
- Foleys Drove/Murrow Bank junction – road surface almost unfit for purpose.
- Bus Stop sign still not in place outside ADC on High Road (Top of Foleys Drove)

Councillor King agreed to follow up on all items and will report back before next meeting.

Councillor Count reported:

- No longer leader of CCC.
- Included in budget, funding for highways and flooding protection.
- Guyhirn Roundabout projected to be delivered in the next 3 months.
- Plans still going ahead for civil parking enforcement, however not likely to be delivered until 2023.
- Advised that car parks will remain free in Fenland.
- CCC in best financial position for 11 years.
- Max increase of 4-5% to CCC portion of Council Tax likely for next year.
- COVID infection rate high in Fenland, particularly in schools.
- SEMH School on Barton Road now progressing to pre application stage.
- Secondary School planned for Barton Road has stalled, negotiations on going with Dept of Education to look at other sites.

Questions and comments from Councillors to Cllr Count:

- CCC Fault reporting website not managed well, with issues being removed without a detailed follow-up – **Cllr Count advised this is planned to be looked at by CCC.**
- How many CCC officers are still working from home? – **Cllr Count advised many are still working from home and CCC also suffering lots of absence from illness as well as staffing vacancies.**
- A project to deliver walkways, cycle routes and disabled paths, when is this likely to be delivered? – **Cllr Count advised Fenland Accessibility Study still ongoing, no timescale for delivery as yet.**
- SEMH School - which planning authority will be responsible? **Cllr Count advised this will be CCC Planning.**

Cllr Booth Reported:

- FDC Full Council took place on 30th September, with the main item being the boundary review. The recommendation from FDC is to increase the number of Councillors from 39 currently to 42. This is due to increasing work load on Councillors and failure to fill positions on outside bodies such as the IDBs, also factored in was the planned growth in Fenland.
- FDC has a new interim monitoring officer due to maternity leave.
- Anglian Water attended Overview & Scrutiny and discussed issues within the Fenland area including the low water pressure.
- 60% of staff at FDC have been given resources and equipment to work from home.

Cllr Bligh Reported:

- A motion was raised at Full Council to support Queen Elizabeth Hospital to be rebuilt.

10.2 (a) was brought forward to discuss with CCC Councillors before they left the meeting.

The Clerk, Chairman and Cllr Booth attended a Teams meeting with the PCC, the Police TMO and Highways to discuss the current policy behind the Police support for LHIs & PFHIs. This was a positive meeting and outcome, with CCC Highways now having a better understanding of the Police comments and the weight given to them and decisions should now be made on individual merits.

8. TO CONSIDER PLANNING MATTERS

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

8.2. Planning applications for discussion:

(a)	F/YR21/0926/F	Erect a 2-storey side extension, detached garden store and summer house and formation of a pond to existing dwelling including removal of existing balcony at Meadow Lodge Station Road Wisbech St Mary Wisbech Cambridgeshire PE13 4RY The Parish Council recommended APPROVAL	Applicant: Mr & Mrs Chaplin Agent: Swann Edwards Architecture Ltd
(b)	F/YR21/0934/F	Erect a dwelling (2-storey, 4-bed) and stable block involving demolition of existing dwelling and outbuildings at The Bungalow Station Road Wisbech St Mary Wisbech Cambridgeshire PE13 4RY The Parish Council recommended APPROVAL	Applicant: Mr M Jennings Agent: Reeve Design Ltd

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(c)	F/YR21/0963/F	Erect 2no field shelters with food store for existing ostrich farm at Home Farm Hooks Drove Murrow Wisbech Cambridgeshire PE13 4HH The Parish Council recommended APPROVAL	Applicant: Mr G Patrick Agent: Alexandra Design
(d)	F/YR21/0970/F	Change of use of outbuilding to Nail Salon (retrospective) at 44A Back Road Murrow Wisbech Cambridgeshire PE13 4LE The Parish Council recommended APPROVAL, however the Councillors were disappointed to see that this was done retrospectively.	Applicant: Lisa Clifton Agent: N/A

8.3. For Councillors to discuss issues with Bus Shelter movement at Beckett Hamlet.

Resident of Three Wishes, High Road, WSM contacted the clerk to express concern that a letter had been received from the developer advising of a bus shelter going outside the property. Following conversations between the clerk, FDC, CCC and QBH the situation is still ongoing but the clerk has made it clear that the Parish Council will not agree to their asset being relocated to outside Three Wishes.

9. CORRESPONDENCE RECEIVED

(a) CCC – Fenland Accessibility Report - **Noted** as this was already discussed under Councillor reports

10. HIGHWAYS MATTERS

10.1. Street Lighting

The Chairman met with Electrical Testing Ltd to discuss the three new streetlight sites:

- The Recycling Centre, Church Road, WSM
- Front Road, Murrow (replacing one that used to be on an outreach bracket)
- Gull Road, Guyhirn (near the village sign bend)

Two will require traffic management due to power connections and all are unlikely to be delivered until the next financial year, quote for this work to be sent in the next fortnight.

(a) For Councillors to discuss quote and design received for asset tags (enplate)

Councillors agreed to place an order for 160 streetlight asset tags (enplate) details of design to be discussed later in meeting. Volunteers will be needed to decide numbering and create comprehensive database. The streetlight tags were budgeted for £5000 and the quote has come in at £990.30 (exc VAT).

10.2. Highways

(a) For Councillors to receive a report from meeting with PCC, Police and Highways which has an impact on

(i) Speed Limit changes to Tholomas Drove as a potential PFHI.

(ii) Update on PFHI – Murrow Bank & Sandbank

The above item was **noted** as it was brought forward to follow Councillors Reports at item 7.

(b) Update on MVAS/SID for Murrow – **No further update**

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

Cllr Fryett questioned how many grass verge cuts had been completed this year (2021-2022), the clerk to check with contractor and feed back.

(d) Community Gritting Scheme

Parish Council decided not to join the Community Gritting Scheme as a group, however if individual Councillors were interested in joining, they could contact the clerk directly.

(e) Drainage works on land at Tholomas Drove

Noted as this was already discussed under Councillors reports but Parish Council are not prepared to let this matter rest and will be seeking a resolution.

11. FINANCE MATTERS

11.1. To receive the Finance & Budget Report for 2021/22 to date - The Clerk drew attention to the last half of the precept received of £40,058.00. It was suggested by the Clerk during the budget year to date report that £5000 could be vired from the Streetlighting replacements budget (as new streetlights are not going to be completed this financial year) into the capital expenditure budget to allow for the cost of a new bus shelter at Tholomas Drove if the purchase is approved by Councillors in item 12.2(a). The bank reconciliation of 4th October 2021 balanced at £149,709.18.

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11.2. To approve payment of outstanding accounts –

Item	Description	Total Amount	Power	VAT Element
(a)	Clerk September Salary	£860.83	LG Act 1972 S112	Agreed
(b)	Clerk HMRC Tax and NI	£155.46	LG Act 1972 S112	Agreed
(c)	Clerk Monthly Expenses (September)	£110.30	LG Act 1972 S112	Agreed
(d)	Nest Pensions - September (Direct Debit)	£43.13	LG Act 1972 S112	Agreed
(e)	E-on Lighting Energy September	£442.79	Parish Councils Act 1957	Agreed
(f)	Scribe Accounts and Software Annual Licence	£561.60	LG Act 1972 S111	Agreed
(g)	Rapier Signs – Planter Plaque	£15.00	LG Misc Prov Act 1976 S196	Agreed
(h)	PKF Littlejohn LLP - External Audit Fees	£480.00	Accounts & Audit Regulations 1996 S11996/590	Agreed
(i)	Amax IT Supplies Ltd – Clerk PC & Monitor	£656.76	LG Act 1972 S111	Agreed
(j)	CAPALC – CiLCA Training	£400.00	LG Act 1972 S111	Agreed
(k)	ADC – WSM Pond dredging	£3300.00	Public Health Act 1936 S260	Agreed
(l)	Fishlock – WSM Pond Fence, Path & Reeds	£3192.00	Public Health Act 1936 S260	Agreed
(m)	Long Acre – Planter Compost	£120.00	LG Misc Prov Act 1976 S196	Agreed
(n)	Wisbech Electrical Ltd – Streetlight repairs	£206.86	Parish Councils Act 1957 S3	Agreed
(o)	Tamar IT – New Domain Name	£12.00	LG Act 1972 S142	Agreed

The Council **resolved** to **authorise** the expenditure for the month of September totalling £10,556.73. The invoices and payment schedule were checked and signed off by the Chairman and Cllr Humphrey.

11.3. Grant Applications - Nil

12. PARISH PROPERTY

12.1. Maintenance

(a) For Councillors to consider Tarmac paths quotes for Murrow bus shelter.

Parish Council received three quotes to install hardstanding pathways for Murrow Bus Shelter at the Planter Plot between Front Road and Back Road. The quote from Fishlock for £1540 (exc VAT) was considered the best value for money and the Parish Council agreed to accept it.

12.2. Bus Shelters

(a) For Councillors to consider a new bus shelter at Tholomas Drove.

The Parish Council unanimously supported the installation of a new bus shelter at Tholomas Drove and prior to the meeting had received four quotes for the installation. Shelter Solutions (who has previously provided the newest Parish Council bus shelters) was chosen to keep synergy within the Parish at a cost of £4825 (exc VAT)

For the concrete base, the Parish Council strived to obtain three quotes, but only two received, of which Fishlock at £970 (exc VAT) was chosen to provide the base.

(b) For Councillors to approve the repair of fascia boards and under hang of two WSM bus shelters.

Following the repainting of two of the WSM bus shelters it was brought to the Councils attention that the fascias are in need of repair. The Clerk to arrange with maintenance contractor.

12.3. Planters

Cllr Knight thanked all Councillors and volunteers for their involvement in getting the winter plants into the parish planters.

12.4. Defibrillators

Cllr Davies reported that he had been contacted by Tall Trees as they had noticed that their defibrillator was not on the Parish Councils list of locations. The Clerk to add to the list for future publications.

13. LAND AT SILT PIT LANE JUNCTION

For councillors to receive progress report.

Due to weather conditions the clearance of the site has been postponed and currently has no confirmed start date. Cllr Mann still to clear.

14. PARISH PONDS PROJECT

For Councillors to receive an update on WSM project progress including any reports from the Pond working

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group.

Councillors discussed the need for a gate lock, grass seed or turf and a lifebuoy at the recently rejuvenated WSM pond.

- Cllr Humphrey to source the grass seed in due course.
- The Parish Council decided not to install a lifebuoy due to the installation of the safety fence and the deep-water warning sign.
- Councillors also decided that locking the gate would be counterproductive to the work that was carried out to bring the pond back into the community as a usable asset.

The Chairman – Cllr David Wheeler left the room prior to any discussion regarding the Murrow Pond.

The Vice Chairman – Cllr John Humphrey temporarily presided over the meeting.

15. MURROW POND

For Councillors to discuss the future of the asset.

Councillors discussed the future of Murrow Pond and whether it was to remain under private tenancy or be returned as a community asset.

Prior to the discussion the clerk reminded Councillors that any change to the current situation would have to adhere to 12 month's notice as well as the two conditions we outlined to the tenants in June, which were to give 24 hour's notice of entering onto the land and that the Parish Council would take the tenants thoughts into consideration for any future development.

- Cllr Knight raised his concern as to whether the Parish Council could enhance the appearance of Murrow Pond whilst it was under tenancy.
- Cllr Fryett mentioned that the pond area was looking overgrown and untidy and was in need of having some money spent on it to revitalise it.
- Cllr Booth & Cllr Knight agreed that correct process had to be followed if the Council was to claim the asset back.
- Cllr Allen stated that as the deadline for giving notice had passed this year, timescale to take it back would be October 2023 at the earliest.
- Cllr Humphrey requested a letter be sent to tenants asking for the pond area to be tidied up.
- Cllr Booth asked for all the allotment tenancy agreements to be updated off the back of this situation.
- Cllr Knight summed up by asking for a letter to go to the tenants stating that the Parish Council is looking to enhance and add value to the Murrow Pond and as the tenants, the Parish Council would appreciate their comments.

The Chairman – Cllr David Wheeler returned to preside over the meeting.

16. POLICE MATTERS

For Councillors to note report received following Police Forum. – **No meeting occurred**

17. PARISH BENCH PROJECT

(a) Update on project progression

The Clerk reported that she had spoken with UK External Works on the progression of the concrete bases which should be completed this week. The benches are currently being assembled with the aim for installation and project completion by middle of next week.

(b) Murrow Site Update

Following discussion of proposed locations for 'Site 12' it was decided by majority vote to locate the bench outside of 60 Front Road, Murrow on the highways verge. The clerk to write a letter of intention to the owner/occupier.

18. ALLOTMENT LAND – SUBLET REQUEST

(a) For the Chairman to sign the Variation Memorandum

Following previous discussion, the Parish Council came to an agreement with the tenant and the variation memorandum was duly signed by the Chairman.

19. PROJECT WITH PARSON DROVE PARISH COUNCIL

Cllr Booth's request for Councillors to consider a project with Parson Drove Parish Council to establish a permissive walkway along Murrow Bank.

Following presentation of the project and Councillor's discussion, the Council resolved to support the project by paying half of the set-up costs equalling £400, on the proviso that Parson Drove Parish Council paid the maintenance costs going forward as the walkway was located completely within the boundary of Parson

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Drove Parish.

20. COUNCILLOR EMAILS

The Clerk to provide a report regarding compliance with the General Data Protection Act 2018.

The Clerk explained that for the Council to remain compliant with current GDPR, there was a need to have specific email addresses purely for Parish Council business, and that Councillors should not be using their personal email addresses to conduct Parish business. The Parish Council instructed the clerk to move this forward as it is a legal requirement.

The Streetlighting asset tags (enplate) (item 10.1 (a)) will be redesigned to reflect these changes of a new website domain and a dedicated fault reporting email address.

The Clerk to look into the possible provision of a gov.uk domain name.

21. COUNCILLOR TRAINING

For Councillors to consider attending outreach Councillor training.

The Parish Council has agreed in principle to provide training and for the clerk to approach and invite other local Parish Councils to also attend to make the session viable. The Clerk to follow up and arrange.

22. ANY OTHER BUSINESS (for information only)

- Cllr Knight asked for the Queens Green canopy to be added to next month's agenda for discussion.
- Cllr Fryett thanked the Clerk for arranging the First Aid Training event with the Community First Responders later in the month.
- Cllr Allen requested that a time limit be put on District and County reports as it seems to be taking time away from Parish Business.
- Cllr Weldon requested help from Cllr Booth regarding the amount of empty Clarion Homes in Thorney Toll.
- Cllr Britain requested an update over the village sign for Tholomas Drove. The clerk advised this would be developed along with the project for the land at Silt Pit Lane Junction.
- Cllr Humphrey outlined his own proposal to gift half an acre of land on Station Road opp Manor House for the provision of planting a tree for every school pupil to celebrate the Queens Green Canopy. Clerk to add to November's agenda.
- The Chairman also asked Councillors to email the clerk with suggestions that could utilise the offer of community help from Galliford Try.

23. DATE OF NEXT MEETING

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

DATES OF MEETINGS FOR 2021/2022

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 10.00 pm

.....Date:.....

Chairman

Cllr David Wheeler