

Wisbech St Mary Parish Council

Minutes of the Annual Meeting of Wisbech St Mary Parish Council held on Monday 9th May 2022 following the Parish Assembly at Wisbech St. Mary Community Centre.

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

FDC Councillors: S Bligh & G Booth | CCC Councillor: S King.

Members of the public: 4

1. OPEN FORUM - Parishioners are invited to address the Council.

- The Co-ordinator of the Parson Drove & Wisbech St Mary Ward Community Speedwatch Team (CSW) reported that training for the new speed indicating device (SID) in Murrow has been received and they are looking forward to studying the 24/7 data collected from Murrow.
- CSW also reported their findings from an all-day session in Guyhirn, that has shown decreases in speeding at their usual target times of 8-9am and 3-4pm, highlighting that their presence has been effective.
- CSW also provided assistance with agenda item 19b, explaining that the CSW can utilise a SID for a road side session but a MVAS that just flashes up the road speed could not be used by CSW.
- A Wisbech St Mary (WSM) resident asked for Parish Council support regarding signage he currently has attached to a property. The property has recently sold and he is considering a free-standing sign on the corner of Sandbank in replacement. The resident was advised that this would be a Highways decision, but also depending on size it could require planning permission. Cllr King offered to help the resident through the process.

2. APOLOGIES FOR ABSENCE – None Received.

3. ELECTION OF CHAIRMAN AND VICE – CHAIRMAN

Chairman: Cllr Booth proposed Cllr Wheeler, seconded by Cllr Mann. With no further nominations Cllr Wheeler accepted the position for another year and this was agreed unanimously.

Cllr Wheeler was duly elected Chairman for 2022/23

Vice-Chairman: Cllr Weldon proposed Cllr Humphrey, seconded by Cllr Knight, however Cllr Humphrey declined the position due to not wishing to be Chairman in the future and he felt the position should go to someone that did. Cllr Humphrey then proposed Cllr Knight, which was seconded by Cllr Fryett. With no further nominations Cllr Knight accepted the position and this was agreed unanimously.

Cllr Knight was duly elected Vice-Chairman for 2022/23.

4. DECLARATION OF ACCEPTANCE OF OFFICE

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

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

5. TO CONSIDER MEMBER REQUESTS FOR DISPENSATION – None Received.

6. MEMBERS DECLARATION OF INTEREST for items on this agenda. – None Received

7. TO SIGN AND APPROVE MINUTES OF MEETING dated 11th April 2022. The Council resolved including any amendments to accept as a true record, the minutes of the meeting. These were duly signed by the Chairman.

8. MATTERS ARISING FROM PREVIOUS MINUTES (information only).

(a) Regarding the resignation of Cllr Peter Davies with effect from 30th April 2022, Fenland District Council's Elections team have been notified, all relevant notices have been received and are displayed in the Parish Noticeboards.

The Chairman requested that a letter of thanks for 43 years' service to the Parish Council be sent to Mr Davies and Cllr Knight also recommended a piece in the next Parish Council newsletter. The Clerk to follow up.

--

9. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS - Agenda item time limited to 10 minutes.

- Cllr King circulated his report and was happy to answer any questions.
- The Chairman expressed confusion as to why Lords Lane had been resurfaced, when (in his opinion) there are far worse roads that need repair. Cllr King stated he was aware of complaints regarding its condition but however, would submit an enquiry.
- Cllr Allen reported that a hedge in Guyhirn opposite the Tall Trees Leisure Park is obscuring the visibility of traffic coming from Murrow direction when exiting the Gull Drove 'Horseshoe'. Cllr King asked Cllr Allen to supply a photograph and he will investigate further.
- Cllr Britain reported that the Dragon Patcher had been on Gull Drove repairing pot holes around three months ago, but the pot holes are now back with yellow paint around them. Cllr Britain expressed frustration that this is a total waste of time and money. Cllr King replied that the road is scheduled for re surfacing, and surmised that this is possibly because the repairs previously didn't take.
- Cllr Fryett questioned what part of Gull Drove will undergo repairs and will this be complete resurfacing or just a surface dressing? Cllr King will investigate and report back.
- Cllr Bligh reported that the new Guyhirn Playground was progressing well, with a meeting arranged to consider the tenders submitted to Fenland District Council. The adult gym equipment has been installed and is being well used.
- Cllr Booth reported that Full Council of Fenland District Council (FDC) was to take place on Thursday (12th May 2022), with the main item of discussion being the boundary review and the changes to the FDC recommendation to the LGBCE. Included in the change was the ward of Wimblington & Doddington now being preserved; as the previously recommended ward change being considered too large. There are no changes to the Elm & Wisbech St Mary ward but this change to the FDC recommendation allows the Parish Council to use the same argument.
- Cllr Booth also reported his attendance at the Overview & Scrutiny Committee meeting of FDC, where the main subjects were the Housing Enforcement Policy, where there is a requirement to be more pro-active getting empty houses back into use and the FDC Investment Company which is in early days and won't see a return for a few years.
- Cllr Booth also reported that the FDC Local Plan is going before Cabinet this week with the intention that it will go out to public consultation in July.

10. TO CONSIDER PLANNING MATTERS

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

10.2. Planning applications for discussion:

(a)	F/YR22/0376/F	Erect a 2-storey extension to side and rear and single storey extension to rear of existing dwelling involving raising the roof height to create a second storey including dormer windows, roof terrace, porch to front and balcony to rear and conversion of existing garage/store to 1 bed annexe/office/garage ancillary to existing dwelling involving raising the roof height to create a first floor including demolition of existing outbuildings at Alvenor 42 Murrow Bank Murrow Wisbech Cambridgeshire PE13 4HB The Parish Council recommended APPROVAL. Councillors questioned whether the temporary siting of a caravan is included in the application? As there appears to be one already on site.
(b)	F/YR22/0194/F RECONSULTATION	Erect 2no dwellings (3-storey, 5-bed) including front boundary wall 1.2m (max) at Land South East of Corner Barn Mouth Lane Guyhirn Cambridgeshire The Parish Council offered no further comments.

Cllr Fryett expressed concern regarding a planning application in Murrow but comes under Parson Drove Parish Council. The Chairman advised Cllr Fryett that individual Councillors can comment on any planning application in the area by contacting FDC Planning directly.

11. CORRESPONDENCE RECEIVED

(a) Npower – New Invoicing Method

The Clerk reported that N Power will be invoicing based on a seasonal method, so the Parish Council is likely to pay more in Winter than in Summer.

(b) CCC – Draft Fenland Transport Strategy

Cllr King urged the Parish Council to respond to the consultation that runs from 9th May – 19th June 2022, making particular reference to Bellamy's Bridge, as it could be the mechanism towards realigning that junction.

(c) CCC – Highways Maintenance Service Review – Survey

Cllr Booth recommended its completion as there are questions regarding the LHI Process.

(d) Crimestoppers – Looking for volunteers in Fenland

--

Cllr Booth suggested adding information to the next Parish Councils newsletter.

(e) WSM CofE Academy – Letter of thanks (Jubilee Mugs and Presentation) – **Noted**

Cllr Knight enquired as to how the Murrow Assembly had progressed. Cllr Booth, Fryett & Scrimshaw, all agreed it went very well. Cllr Allen confirmed that the Guyhirn Assembly will take place on Friday 27th May.

12. HIGHWAYS MATTERS

12.1. Street Lighting

(a) FPC8 Back Road, Murrow - Deferred Item

Cllr Booth confirmed that Parson Drove Parish Council had still not heard from FDC regarding maintenance costs. – Defer Item again.

(b) Solar Streetlight – High Road. Guyhirn

The Chairman reported that a quote had been received from Wisbech Electrical Ltd for £410.50 (Exc VAT) to install a solar street light along Selwyn Cottages, High Road, Guyhirn and if accepted the works could be carried out in the following few days. This was agreed to unanimously.

12.2. Highways

(a) Back Road, Murrow possibility of 20mph Scheme – Deferred Item

Cllr King advised that funding has been allocated for the 20mph Scheme of £400,000 from the current financial year. Parish Councils would be able to apply for two schemes, the regular LHI bid and a 20mph Scheme bid, however this is still subject to a review. The criteria is still being developed, therefore recommended deferring the item until August.

The Chairman expressed concern that a consultation with the residents of Back Road, Murrow would need to take place prior to any further discussion, to make sure the scheme is actually wanted.

(b) Any other Highways issues to be raised by Councillors.

Cllr Booth reported that the LHI Bid for 22/23 was unsuccessful, the Parish Council was one below the red cut off line, which he found very disappointing as it was the final part to a three-part scheme, with part two approved but yet to be delivered. Cllr Booth expressed frustration and was upset with the process, which the Chairman agreed with.

The Chairman recommended writing to Cambridgeshire County Council to express the Parish Councils concerns that our representatives were not given a fair opportunity to put the case forward to the panel.

The Chairman requested that a complaint is submitted regarding the treatment of the Wisbech St Mary representatives during the panel meeting zoom call. This should include:

- Moving time slots to suit the panel even though the WSM representatives confirmed that they were unavailable at that time.
- Once the meeting finally started, there were no introductions, so the WSM attendees were not aware who they were talking to.
- When their three minutes were completed, the WSM attendees were just cut off, without a 'thank you for attending' or even a courteous 'Good-Bye'
- Include mentioning the email from a CCC Officer apologising for how the meeting was carried out.

Cllr King confirmed that there is no official appeal process, but there is a complaints procedure or the option of writing to the Chair of the Highways & Infrastructure Committee. There was also the suggestion of waiting until the LHI Review Group is formed and making a representation to them.

The Chairman concluded that combining the 2021/22 bid that is yet to be delivered, with the 2022/23 bid would have saved money due to them being two parts of the same scheme.

Cllr Booth agreed that a complaint should be made.

Following this agenda item, Cllr King left the meeting.

13. FINANCE MATTERS

13.1. To receive the Finance & Budget Report for 2022/23 to date. The bank reconciliation of 3rd May 2022 agreed at £109,223.70. The Clerk reported that when the bank statement arrived it had closed off on 29th April 2022 which had a closing balance of £109,235.02 and the difference was the Tamar direct debit of £11.32 which had gone out from the bank on the 1st. and should correct itself next month. This explanation was accepted by Councillors and signed off by Cllr Charles Allen.

--

13.2. To receive the Internal Audit Report to 31 March 2022 and reappointment of Internal Auditors
The Chairman reported that the only recommendation from the full audit report was regarding the Clerks Salary and making sure she paid herself the 2021/22 arrears from the increase of the national pay scale in next month's payroll.

Following discussion Council agreed to reappoint Auditing Solutions for the Internal Audit 2022/23.

13.3. Approval of end of year accounts following the completion of Internal Audit

Following the completion of the Internal Audit 2021/22 and their agreement of the Accounts. The accounts were unanimously agreed by the Council and signed off by the Chairman.

13.4. To complete and approve Section 1 of the Annual Governance Statement 2021/2022. Agreed by Council and Signed by the Chairman and Clerk.

13.5. To approve the completed Section 2 Accounting Statements for 2021/2022. Agreed by Council and Signed by the Chairman and Clerk.

13.6. To approve payment of outstanding accounts:

Item	Description	Total Amount	Power	
(a)	Clerk April Salary (Inc 2021/22 Back Pay)	£1220.80	LG Act 1972 S112	Agreed
(b)	Clerk HMRC Tax and NI	£430.98	LG Act 1972 S112	Agreed
(c)	Clerk Monthly Expenses (April)	£60.80	LG Act 1972 S112	Agreed
(d)	Nest Pensions - April (Direct Debit)	£94.63	LG Act 1972 S112	Agreed
(e)	Npower Lighting Energy April	£559.98	Parish Councils Act 1957 S3	Agreed
(f)	Tamar IT – Microsoft 365 (Direct Debit)	£11.32	LG Act 1972 S111	Agreed
(g)	Zurich Insurance – Annual Renewal	£1102.22	LG Act 1972 S111	Agreed
(h)	Zurich Insurance – Amendments/Additions to policy	£70.01	LG Act 1972 S111	Agreed
(i)	Murrow Village Hall – Hall Hire (April Meeting)	£30.00	LG Act 1972 S134	Agreed
(j)	Auditing Solutions – Internal Audit Completion	£90.00	Accounts & Audit Regulations 1996	Agreed
(k)	K Clarke Carpentry – War Memorial Maintenance	£187.00	War Memorials Act 1923 S1	Agreed
(l)	Artistic Metalica – Murrow Memorial Railings	£4068.00	War Memorials Act 1923 S1	Agreed
(m)	Dave Large – Silt Pit Lane Trees Clearance	£530.00	Misc Provision Act 1976 S19	Agreed
(n)	Long Acre Nursery – 2 Replacement Cherry Trees	£60.00	Misc Provision Act 1976 S19	Agreed

The Council **resolved** to **authorise** the expenditure for the month of May totalling £8515.74. The Clerk reported that the Npower April invoice of £559.98 arrived after the agenda was published, and the Long Acre Invoice of £60.00 had also arrived after the agenda was published but the Clerk and Chairman agreed to include it in the Mays payments as the Parish Council had already received the trees.

The Chairman and Clerk using their powers as outlined in the Financial Regulations under Budgetary Control and authority to spend (4.1) arranged for a fallen tree to be removed by David Large allowing the vegetation clearance by Galliford Try at Silt Pit Lane to go ahead.

The invoices and schedule of payments to be made were checked and signed off by the Chairman and Cllr Knight.

11.7. Grant Applications - Nil

14. PARISH PROPERTY

14.1. Maintenance

(a) For Councillors to consider quotes received from K Clarke for repairs following Asset Inspection.

Following the fixed asset inspection, the Council asked for a quote from one of the Maintenance Contractors, as this was all wood work, Kevin Clarke was approached, and quoted as detailed below.

- To maintain noticeboards twice a year an extra £172.50 a year
- To treat wood on Bunkers Hill Bus Shelter £90.00
- To treat High Road Bus Shelter £90.00
- To sand down and re treat Guyhirn Wooden Bus Shelter £295.00
- To treat wooden post stumps at Guyhirn Recycling Banks £110.00
- To maintain posts and gate at the Guyhirn Playing Field £165.00

Councillors agreed to the quote unanimously.

Cllr Knight raised a question regarding the possible replacement of the cork in the noticeboards and the

Chairman responded that a future project for new recycled plastic noticeboards be undertaken and asked the clerk to add this to a future agenda with quotes.

(b) Murrow War Memorial – Finials

Cllr Fryett suggested that the finials are now suitably weathered to paint. A Murrow resident has offered to paint them on the Parish Councils behalf.

Councillors agreed to the kind offer and also supported that they should be painted black as they were previously. The chairman agreed to approach the company that supplied the paint for the WSM Church Gates, as the quality was very good.

14.2. Bus Shelters – **No Items of discussion**

14.3. Planters

Cllr Knight reported that 17 planters will need new plants for the Spring/Summer Season. Waverley Nurseries have been approached to supply the plants and 72 trays have been reserved. Cllr Knight requested that two bags of compost for each planter should also be provided and Long Acre Nursery have been approached to supply. The Clerk advised that the planter schedule can be adapted to accommodate this and as she has delegated authority to make the necessary changes, she will update.

Cllr Britain confirmed that he has made provision for the Play2Day planter, so therefore only 16 planters need plants, but will need the two bags of compost.

Cllr Knight, Humphrey & Scrimshaw will aim to deliver all plants and compost out at the end of May.

14.4. Defibrillators – **No items of discussion**

15. LAND AT SILT PIT LANE JUNCTION

For Councillors to receive progress report on Community Project with Galliford Try.

The Clerk reported that Galliford Try requested a tree that had fallen on the site be removed, so they could clear the vegetation; this was due to them not having the provision to use a chain saw on this project.

The Chairman and Clerk agreed to the clearance of the tree and because of the urgency of the situation asked David Large to assist. The tree has now been cleared at a cost of £530.00 but Galliford Try have been approached to reimburse the Parish Council for this cost.

The Clerk advised that the site clearance should take place on Wednesday (11th May 2022).

16. MURROW PLAYING FIELD

For Councillors to authorise the signing of the transfer document to enable the Parish Council to become custodian trustees.

Cllr Booth declared a personal interest on this item due to being a member of Murrow Village Hall Management Committee, which will soon merge with Murrow Playing Field.

The transfer document was duly signed by the Chairman Cllr David Wheeler and Vice Chairman Cllr Mark Knight.

The Clerk reported that the solicitor (Metcalf, Copeman & Pettefar) will be invoicing the Parish Council on this matter, and that cost will be reimbursed from the Murrow Playing Field Association.

17. POLICE MATTERS

For Councillors to note report following Police Forum - **No meeting occurred**

18. A1 INFORMATION BOARDS PROJECT

For councillors to consider draft designs and receive any updates.

The Chairman asked Councillors to look at the remaining A1 boards that had been printed to the correct size for examination and report back to Cllr Knight any amendments or changes.

Cllr Booth raised the point that the WSM board has too much information regarding the Parish Council and should have more information about the history instead. Cllr Knight was happy to make changes and asked for alternative text to be supplied to him for amendment.

The Chairman expressed his thanks to Cllr Knight for the considerable amount of work that has gone into this project thus far, and requested that Councillors take a good look at the most recent proofs on the OneDrive.

Cllr Booth suggested that FDC are approached to proof read them before sending them to print.

--

Cllr Knight expressed his thanks to a Tholomas Drove resident for their help with the Tholomas Drove board.

19. WSM SPEED CALMING

(a) For Councillors to consider proposed pole locations for speed calming measures conditioned to planning application F/YR19/0038/O Land South of Trafford House Station Road Wisbech St Mary Cambridgeshire. The Clerk reported that CSW have worked on new pole locations that are in places so that CSW can safely use a MVAS/SID for live sessions and are also in locations that allow the device to function properly (at least 120m away from the National Speed Limit or any changes in speed limits).

Cllr Knight requested that the new locations not affect visibility, and not be within 3m (for example) of a driveway but should be on a boundary between properties instead. The Chairman agreed and advised that these locations would have to be approved by Highways and will most likely get moved slightly based on visibility splays.

Cllr Booth suggested that Parish Council could approve the rough locations in principle subject to Highways approval.

Councillors agreed with the proposed pole locations in principle subject to Cllr Knights comments and Highways approval.

(b) For Councillors to consider financially supporting the speed calming measures proposed by the developer to obtain a Speed Indicating Device (SID) instead of a Mobile Vehicle Activated Sign (MVAS).

Following discussion, it was unanimously agreed that the Parish Council provide financial support up to the value of £1000, so that the MVAS is upgraded to a SID. The Chairman agreed to speak to the developers. The Clerk to obtain a quote for a SID for that conversation to proceed.

20. OPERATION LONDON BRIDGE

(a) For Councillors to consider the purchase and erection of Flag Poles in each village.

The Chairman explained that the quote circulated to members on the OneDrive was just for a principal decision and other quotes will be obtained for further consideration.

Cllr Knight expressed support and would like to bring back traditions and show respect to the Country, his only concerns are that the flag poles are given good consideration for their siting and that they are not concreted in.

The Chairman explained that the flag poles would fold down and the cables are locked inside the pole.

The Chairman also expressed concern that each village flag pole would need a responsible guardian for the raising and the lowering of the correct flags.

Councillors agreed to five flag poles to be purchased at a maximum of £500.00 each.

The owner of Fenland Timber (in the gallery as a member of the public) offered to provide the concrete base for each flag pole.

21. FUTURE AGENDA ITEMS

To consider any items for a future meeting agenda – **None Reported**

20. DATE OF NEXT MEETING

Monday 13th June 2022	7:00pm	The Chequers Public House – Tholomas Drove
-----------------------	--------	--

DATES OF MEETINGS FOR 2022/23

Monday 11th July 2022	7:00pm	New Community Room – Guyhirn
Monday 8th August 2022	7:00pm	Murrow Village Hall
Monday 12th September 2022	7:00pm	Thorney Toll Village Hall
Monday 10th October 2022	7:00pm	New Community Room – Guyhirn
Monday 14th November 2022	7:00pm	The Chequers Public House – Tholomas Drove
Monday 12th December 2022	7:00pm	Thorney Toll Village Hall
Monday 9th January 2023	7:00pm	Murrow Village Hall
Monday 13th February 2023	7:00pm	New Community Room – Guyhirn
Monday 13th March 2023	7:00pm	The Chequers Public House – Tholomas Drove
Monday 3rd April 2023	7:00pm	Murrow Village Hall
Monday 8th May 2023	7:00pm	WSM Community Centre – Sidings Room

--

Meeting closed at 9:10pm

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

Chairman

Cllr David Wheeler