

Wisbech St Mary Parish Council

Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 14th November 2022 at The Chequers Public House, High Road, Tholomas Drove.

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

FDC Councillors: S Bligh & G Booth

Members of the public: 4

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

- The Co-Ordinator for the Parson Drove and Wisbech St Mary Ward Community Speedwatch (CSW) reported that the group had supported Project Edward week with several Speedwatch sessions and attendance at the Safety Day of Action on March Market Place.
- The CSW group continues to be supported by the Wisbech Neighbourhood Policing Team and they attend sessions when available.
- Also reported, a recent survey conducted by the Police & Crime Commissioners office put speeding within Fenland as a top concern to which PCC Darryl Preston has given his support to enable more officers to assist with speeding in the area.

2. APOLOGIES FOR ABSENCE - Received and accepted from Cllr Mann and CCC Cllrs King & Count.

3. TO CONSIDER MEMBER REQUESTS FOR DISPENSATION - None Received

4. MEMBERS DECLARATION OF INTEREST for items on this agenda.

- Item 8.2.(b) – Councillor Humphrey declared a personal interest in this item as he had commented on the application and was predetermined, therefore he will not take part in any discussion or vote.
- Item 8.2.(d) – Councillor Scrimshaw declared a pecuniary interest in this item and will be leaving the room for the discussion.
- Item 11.6.(a) – Councillor Allen declared a personal interest in this item as part of the Guyhirn Playing Fields Association, therefore he will not take part in any discussion or vote.
- Item 11.6.(c) & (d) – Councillor Booth declared a personal interest on these items as part of the Murrow Playing Field Association, therefore he will not take part in any discussion or vote.
- Item 13. – Cllr Fryett declared a personal interest as an acquaintance to all the companies tendering for the Guyhirn Car Park Extension and will not vote.

5. TO SIGN AND APPROVE MINUTES OF MEETING dated 10th October 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.

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

The Clerk reported that

- The investment accounts are progressing
- All public consultation responses were completed and sent in on time
- The lifebuoys have been delivered and will be installed soon

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

- Cllr Booth reported that the next Full Council Meeting at FDC is not until 12th December 2022, but he had attended the Overview & Scrutiny Committee meeting where a report was made by the Public Health Director.
- Also reported, the Local Plan consultation had closed and officers will now be collating the responses.
- Cllr Bligh reported that the official opening of the Guyhirn Playground had taken place on Monday 31st October 2022, which was attended by supportive partners and School Children, she thanked the Parish Council for their involvement, as without their help it would not have been possible.
- Cllr King sent his apologies for the meeting and circulated his report via email, which received the following comments:
- Cllr Allen expressed frustration at the amount of time it has taken for the hedging encroaching onto the Highway and obstructing visibility at the Horseshoe at The Gull, Guyhirn to be actioned.
- Cllr Knight suggested that any reports from District or County Councillors that will not be attending the meeting are received at least a week in advance.

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8. TO CONSIDER PLANNING MATTERS

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

8.3. Planning applications for discussion:

(a)	F/YR22/1106/F	Erect a single-storey side and rear extension and new roof to existing dwelling including demolition of existing conservatory at Finchley High Road Wisbech St Mary Wisbech Cambridgeshire PE13 4RQ The Parish Council recommended APPROVAL
(b)	F/YR22/1132/PIP	Residential development of up to 9 x dwellings (application for Permission in Principle) at Land North Of 19 To 29 Chapel Avenue Wisbech St Mary Cambridgeshire The Parish Council recommended APPROVAL subject to there being more affordable housing in line with the principles set out in the new local plan which states that in the north of the district 10% affordable housing requirement is needed to meet NPPF requirement.
(c)	F/YR22/1133/F	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 recommended REFUSAL based on the development being in an elsewhere location and not being in keeping with the surrounding area.
(d)	F/YR22/0289/F RECONSULTATION	Proposed hybrid planning application for the proposed Grantham to Bexwell Pipeline Scheme with full planning consent sought for a proposed 95-kilometre pipeline and 4-kilometre spur; and outline consent for associated above ground infrastructure at Etton and Welby Heath with all matters reserved except for access at Land Along The Proposed 95 Kilometer Grantham To Bexwell Pipeline Route Bramble Lane Elm The Parish Council offered no further comments on this application.
(e)	F/YR22/1016/F RECONSULTATION	Erect single-storey side and rear extensions and dormer to rear (to enable loft conversion) to existing dwelling at 22 Chapel Avenue Wisbech St Mary Cambridgeshire PE13 4RD The Parish Council recommended APPROVAL
(f)	F/YR21/1244/F APPEAL	Change of use of land to a traveller's site involving the siting of 2 x mobile homes and 2 x touring caravans, and the erection of 2 x Day Rooms and a 1.8m high (approx) boundary fence at Land South West of The Garage The Sanctuary Garden Lane Wisbech St Mary Cambridgeshire Wisbech St Mary Parish Council wish to stand by their original comments made to the LPA - "The Parish Council recommended REFUSAL based on the lack of an up-to-date Gypsy & Travellers Housing Needs Assessment."
(g)	F/YR21/0487/F APPEAL	Provision of 10 x traveller's plots including the siting of 10 x mobile homes, 10 x touring caravans and erection of 10 x day rooms (retrospective) at Land South East of Greenbanks Garden Lane Wisbech St Mary Cambridgeshire Wisbech St Mary Parish Council wish to stand by their original comments as submitted to the LPA - "The Parish Council recommended REFUSAL based on the need for a completed Gypsy & travellers housing needs assessment to determine if there is a need for additional plots, the school being at capacity and the concerns of the drainage board."

9. CORRESPONDENCE RECEIVED - Nil

10. HIGHWAYS MATTERS

10.1. Street Lighting

The Chairman advised Councillors that the four replacement/new Streetlights in Guyhirn & Murrow should be completed on the 2nd/3rd December 2022.

Cllr Fryett advised that the Streetlight 118 on Murrow Bank has now been repaired.

10.2. Highways

(a) LHI Matters

I. LHI 22/23 Complaint – Update.

The Clerk advised that the Stage 3 complaint has now moved to the Chief Executive at CCC for investigation and will respond by 5th December 2022.

II. LHI Bid 23/24 Arrangements – Guyhirn

Following discussion it was agreed that the stretch of High Road in Guyhirn that includes the Guyhirn School would be the starting point for the Guyhirn application, and the Clerk will draft a design and circulate to Councillors.

It was also agreed for the clerk to approach WSM Primary Academy to see if they would be prepared to re submit the failed 22/23 LHI bid for the speed calming at the Sandbank end of WSM as a community group submission, with the Parish Council financially supporting the contribution.

III. 20mph LHI Scheme – Back Road, Murrow

Cllr Booth recommended that the survey moves forward as soon as possible to see if this is even needed. The Chairman suggested putting a paper survey through residents' doors with the possibility of returning the response to Pollingtons Shop but also including a hyperlink to complete the survey on the Parish Councils website.

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Councillor Knight recommended registering for Royal Mail Business Reply service for a safe return of the survey.
Councillor Booth also recommended the survey coming from both WSM and Parson Drove Parish Councils.
The Clerk to create a survey in paper and digital format for circulation in Spring.

(b) PFHI Design & Drawings

Following discussion and consideration of the drawings the following recommendations were made:

- Sandbank – That the 30mph zone was extended up to Melissa Park.
- Tholomas Drove – Silt Pit Lane was included as a 30mph zone.
- Murrow Bank – The yellow lines outside the school were to be on both sides of the carriageway.

The Clerk to respond back to Highways.

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

The following issues were raised and will be reported to relevant authorities by the Clerk:

- Cllr Fryett reported that the installation of the soakaway crates on the green at Tholomas Drove and subsequent replacement of the top soil has left a dip near the road edge and water is pooling there.
- Cllr Britain reported that Gull Drove has sunk about 400 yards from Black Drove junction.
- Cllr Allen reported that the speed limit signs still haven't been replaced along Gull Drove either.
- Cllr Fryett reported that the speed limit roundels outside the shop on Front Road, Murrow need replacing.
- Cllr Allen reported that an Anglian Water cover outside 'Tall Trees' house on the High Road, Guyhirn needs resetting.
- Cllr Britain expressed frustration that the steps and slope between the Guyhirn Bridge and the Guyhirn High Road still haven't been cleared, cleaned or repaired. The Chairman explained that the Clerk was dealing with this issue and chasing National Highways. The Chairman recommended a complaint be raised with National Highways over their lack of action.

11. FINANCE MATTERS

11.1. To receive the Finance & Budget Report for 2022/23 to date. The bank reconciliation of 2nd November 2022 balanced at £201,873.27 which was agreed to and signed off by Cllr Gavin Booth. The Clerk drew attention to the income of £49,500.00 \$106 money received from Fenland District Council and £5090.60 from the Guyhirn Village Hall (now sold) trustees for payment towards the new Guyhirn playground equipment. Income was also received of £2110.00 from Richard Knight Homes Ltd which was their contribution (as conditioned to their planning permission at Trafford Farm WSM) towards the purchase of the WSM MVAS/SID device.

11.2. To receive the Detailed Budget Review 2022/23

The Clerk circulated a detailed budget report for consideration at the December meeting, where the forecast and draft precept will be discussed.

11.3. For Councillors to consider Parish Councillor Allowances following 2023 Elections.

The Chairman reported that Parish Councillors have the availability of an allowance, this was recognised by the independent remuneration panel undertaken by FDC in May 2021 as 1% of a district councillors' allowance. The Chairman explained that whilst Parish Councils can award a larger allowance, they have to remain mindful of the remuneration panel's recommendation.

Cllr Booth also recommended consideration of the Chairmans allowance

The Chairman deferred further discussion on this item until the draft precept was discussed in December and January.

11.4. To approve payment of outstanding accounts:

Item	Description	Total Amount	Power	
(a)	Clerk October Salary	£1224.19	LG Act 1972 S112	Agreed
(b)	Clerk HMRC Tax and NI	£200.48	LG Act 1972 S112	Agreed
(c)	Clerk Monthly Expenses (October)	£81.08	LG Act 1972 S112	Agreed
(d)	Nest Pensions – October (Direct Debit)	£76.84	LG Act 1972 S112	Agreed
(e)	Npower Lighting October Energy	£552.89	Parish Councils Act 1957 S3	Agreed
(f)	Tamar IT – Microsoft 365 (Direct Debit)	£11.32	LG Act 1972 S111	Agreed
(g)	Clerks & Councils Direct – Annual Renewal	£154.00	LG Act 1972 S143	Agreed
(h)	Guyhirn Community Room – October Hall Hire	£40.00	LG Act 1972 S134	Agreed
(i)	David Rowell – Street Light Hedging Removal	£252.00	LG (Misc Prov) Act 1976 S19	Agreed
(j)	Tamar IT – Website Domain Name Renewal	£12.00	LG Act 1972 S142	Agreed
(k)	Viking Direct – Office Consumables	£172.50	LG Act 1972 S111	Agreed
(l)	Kevin Clarke Carpentry – Noticeboards	£172.50	LG Act 1972 S111	Agreed
(m)	Waverley Nursery – Winter Bedding Plants	£416.00	LG (Misc Prov) Act 1976 S19	Agreed

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(n)	RBL – Poppy Wreaths x 3	£75.00	LG Act 1972 S137	Agreed
(o)	Paul Tibbs – Thorney Toll Bus Shelter	£192.00	LG (Misc Prov) Act 1953 S4	Agreed
(p)	Sutcliffe Play Invoice 1 – Guyhirn Playground	£40498.74	LG (Misc Prov) Act 1976 S19	Agreed
(q)	Sutcliffe Play Invoice 2 – Guyhirn Playground	£2436.60	LG (Misc Prov) Act 1976 S19	Agreed
(r)	Sutcliffe Play Invoice 3 – Guyhirn Playground	£22708.04	LG (Misc Prov) Act 1976 S19	Agreed

11.7. For Councillors to ratify payments made by 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 following invoices to be paid due to time constraints:

Item	Description	Total Amount	Power	
(a)	The Care Stockroom – 6 x AED Prep Kits	£49.88	Public Health Act 1936 S234	Agreed
(b)	JAX First Aid – 1 x Hi Viz (New Councillor)	£8.99	LG Act 1972 S111	Agreed
(c)	Buddson Ltd – 2 x Lifebuoys & Casing Units	£651.59	Public Health Act 1936 S234	Agreed

The Council **resolved** to **authorise** the expenditure for the month of October and **ratified** the payments already made totalling £69,986.64. The invoices and schedule of payments to be made were checked and signed off by the Chairman and Cllr Knight.

11.6. Grant Applications:

Item	Applicant	Reason for Grant	Amount	Power
(a)	Guyhirn PF Association	Grass, Hedge & Dyke Cutting / Insurance	£3000	LG Misc Prov 1976 S19
(b)	WSM Community Centre	Grass & Dyke Cutting / Maintenance	£5000	LG Misc Prov 1976 S19
(c)	Murrow PF Association	Grass Cutting / Maintenance	£2000	LG Misc Prov 1976 S19
(d)	Murrow PF Association	Repairs to Play Equipment	£1500	LG Misc Prov 1976 S19
(e)	Murrow Street Pride	Winter Bedding Plants in WSMPC Planters	£100	Highways Act 1980 S96
(f)	WSM Comm First Responders	Emergency Equipment & Software	£1600	Public Health Act 1936 S234

Following discussion, all the grant applications were agreed to unanimously, with the amount requested awarded.

12. PARISH PROPERTY

The Chairman referred to a previous discussion the Parish Council had had regarding iPads for all Parish Councillors, so the Council could move towards being paperless.

Cllr Booth commented that the Parish Council supplying Councillors with iPads would improve accessibility for Councillors that possibly couldn't otherwise afford a device, he also suggested the Parish Council buying a few to create a pool for them to be loaned out as required.

The Chairman expressed the possibility of utilising Tamar for the supply and set up of the devices.

Following further discussion, it was agreed for the clerk to explore grant funding from Wrydecroft Windfarm or the National Lottery – Awards for all. It was also agreed that if these applications were unsuccessful the Parish Council would consider funding them.

Cllr Knight agreed that the Parish Council should move forward with the ever-changing times, and become more digital. He also expressed the opinion that Councillors should claim expenses and have small allowances post elections in 2023.

Cllr Booth then referred to the previous discussion regarding the clerk utilising a projector so members of the public could also see documents. The Clerk recommended that this was a two-step situation; the iPads and then the purchase of the clerk's equipment for being able to present information to the public.

12.1. Maintenance – No items of discussion

12.2. Bus Shelters

Following last month's discussion regarding looking at alternative options if another glass panel was broken, the clerk had spoken to Paul Tibbs for suggestions following another breakage at the Gull Road, Guyhirn (sharp bend) bus shelter and he advised that there is thicker glass available and this could also be laminated to stop the shattered glass being spread.

Cllr Britain suggested changing the back panels to powder coated colour matched steel panels as a replacement to glass.

The Chairman asked the clerk to obtain a quote from the original supplier of the bus shelters for the back

panels to be replaced over time to steel sheets.

The Council agreed to the Clerk and Chairman making a delegated decision, and arranging repair with steel sheets; so long as it is under £2000.

12.3. Planters

Councillors agreed to 60 trays of summer bedding plants being purchased for the Council owned and maintained planters, Cllr Knight agreed to liaise with Waverley Nursery ready for next year.

12.4. Defibrillators

(a) For Councillors to discuss the First Aid Event held 12th October 2022.

Councillors agreed to try and hold the event bi-annually in future as this one was poorly attended, whereas the previous one a year prior was oversubscribed.

(b) Purchase of AED Prep Kits for every cabinet.

The Clerk advised that following the first aid event it became apparent that the Parish Council defibrillators were lacking the preparation kits which included scissors and a razor, hence these have now been purchased and distributed.

(c) Issue with Thorney Toll defibrillator cabinet.

The Clerk advised that the locking mechanism had broken on the Thorney Toll cabinet and the supplier has been and replaced the entire door free of charge through its warranty, this is now fully operational again and back in action on 'The Circuit'.

13. GUYHIRN CAR PARK EXTENSION

For Councillors to receive a report from the working group.

Cllr Fryett reported that four quotes had now been received but there were some notable differences in their proposals and finished product.

- JD Plant £13,455.00 (exc VAT) and the height barrier is an extra £2,750.00 (exc VAT)
- Warden & Sons £11,950.00 (exc VAT)
- Ashmore Developments £14,250.00 (exc VAT)
- Fishlock Groundworks £6,400.00 (exc VAT) but this did not include any topping.

Cllr Knight recommended extra solar streetlighting with the car park being extended for users' safety.

Cllr Booth proposed awarding the work to Warden & Sons, this was seconded by Cllr Blackmore. Councillors unanimously agreed (Cllr Fryett did not vote). Cllr Fryett agreed to liaise with them and to obtain an extra quote for the height barrier as well as asking for a potential start date.

14. LAND TENANCIES

(a) For Councillors to note 2022/23 Invoicing is complete - **Noted**

(b) To discuss errors regarding a Mouth Lane, Guyhirn tenancy.

The Clerk reported that a piece of land the Parish Council was leasing out has actually been proven to be Poors Charity land and the Clerk will discuss the issue with the Clerk to the Poors Charity to correct these errors moving forward.

The Clerk drew attention to the Wayleave agreement with UKPN from 2020 and that this would need to be altered to be an agreement with the Poors Charity and not the Parish Council. – The Clerk to follow up.

The Chairman suggested that the piece of unused/not leased out land from further down Mouth Lane should be cleared and has the potential to become 2 or 3 allotments. The Clerk to find out whether the people on the allotment waiting list were still interested. The Chairman suggested that if the answers are positive the Parish Council should ask the maintenance contractor to clear the land, if the answers are negative could the Parish Council consider the sale of the land.

15. POLICE MATTERS

For Councillors to note report following Police Forum. The Clerk reported that the meeting scheduled for 4th November 2022 had been cancelled. The Police crime data circulated to Councillors from the month of September showed the most crime was reported in Guyhirn.

16. A1 INFORMATION BOARDS PROJECT

For Councillors to receive any updates.

Cllr Knight reported that after 18 months, he believes the project is in its final stages. The Chapel of Ease

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board is in position, and so is the WSM & Guyhirn Church board. The WSM Village Info board is waiting to be concreted into the ground near the WSM shop. The other three boards for Murrow and Tholomas Drove were in their final proofing stages with the graphics company.

17. FUTURE AGENDA ITEMS

To consider any items for a future meeting agenda

- Cllr C Allen – Dog Bin at the steps in Guyhirn opposite Chapelfield Road.
- Cllr B Britain – Bus Stop sign reinstated at Follies Drove, Tholomas Drove.
- Cllr J Humphrey – Bus Stop sign reinstated at The Bridge Inn, Sandbank Junction, High Road, WSM.
- Cllr B Britain – Bridleway Signs missing on Guyhirn Bridge since the Guyhirn Roundabout was upgraded.

18. EXEMPT ITEM

To agree to entering into a closed session under the Public Bodies (Admission to Meetings) Act 1960 to discuss a Staffing Matter.

This was agreed to unanimously, and the members of the public present were asked to leave.

19. CLERK – NATIONAL PAY SCALE REVIEW 2022/23 Confidential Item.

Please see confidential appendix A.

20. DATE OF NEXT MEETING

Monday 12th December 2022	7:00pm	Thorney Toll Village Hall
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DATES OF MEETINGS FOR 2022/23

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 15th May 2023	7:00pm	WSM Community Centre – Sidings Room

Meeting closed at 9:15pm

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

Chairman

Cllr David Wheeler