

# Wisbech St Mary Parish Council

## Minutes of the Meeting of Wisbech St Mary Parish Council held on Monday 12<sup>th</sup> December 2022 at Thorney Toll Village Hall, Wisbech Road A47, Thorney Toll.

Attended by: Councillors D Wheeler (Chairman), M Knight MBE DL (Vice Chairman), J Humphrey, B Britain, M Fryett, S Mann, A Weldon & R Blackmore.

FDC Councillors: S Bligh

Members of the public: 1

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

- The Co-Ordinator of Parson Drove & Wisbech St. Mary Ward Community Speedwatch (CSW) reported that the group will now be on a break until February having attended 100 sessions during 2022. Volunteers in Murrow, Guyhirn and Parson Drove remain at an acceptable level but there is only one volunteer in Wisbech St Mary and recruitment from the village is essential for road side sessions to continue.
- The Chairman of Murrow Street Pride reported that fundraising and sponsorship has allowed for grass cutting to be paid for and villagers love the cared for appearance that Murrow now has.

Cllr Knight recorded a vote of thanks to both of the groups for the work that they have achieved during the year and to date.

The Chairman recommended CSW add a piece to Village Voices appealing for recruitment of volunteers from WSM.

### 2. APOLOGIES FOR ABSENCE - Received and accepted from Cllrs Allen, Booth & Scrimshaw and CCC Cllrs S King & S Count.

### 3. TO CONSIDER MEMBER REQUESTS FOR DISPENSATION - None Received

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

- Item 8.2.(g) – Councillor Blackmore declared a personal interest in this item and was predetermined, therefore he will not take part in any discussion or vote.
- Item 11. – Councillor Mann declared a pecuniary interest in this item and will be leaving the room for the discussion.
- Item 15. – Councillor Fryett declared a personal interest as an acquaintance of the company awarded the Guyhirn Car Park Extension and will not vote on any decisions to be made.
- Item 16. – Councillor Weldon declared a personal interest in this item as part of the Thorney Toll Village Hall Committee, therefore she will not vote on any decisions to be made.

**5. TO SIGN AND APPROVE MINUTES OF MEETING** dated 14<sup>th</sup> November 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:

- The wayleave agreement referred to in the November minutes was discovered to be correctly connected to WSM Parish Council owned land and no changes needed to be made.
- Royal Mail Business Reply Service suggested by Cllr Knight in the November minutes is £99.90 per year for a licence plus the cost of any post sent in at 82p First Class and 58p Second Class. This was dismissed as unviable by the Council.
- An Allowances, Expenses & Reimbursements Policy was being drawn up for consideration in February/March 2023.

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

- Cllr King sent his apologies for the meeting and circulated his report via email, which received the following comments:
- The Clerk requested assistance with the newly received Bus Stop flags from Stagecoach, as there are utility poles that they could attach to but no standard highways poles. Attaching to utility poles is no longer a recommended solution and the clerk asked whether she could approach highways for a quote to erect four poles, one either side of the road at Sandbank junction and one either side of the road at Follies Drove junction. Cllr Fryett agreed to take the signs and assess the current situation before approaching Highways.
- Cllr Fryett expressed concern over the agreed course of action for repairing the dip at the roadside following the soakaway works at Tholomas Drove. In his opinion [after filling] the ground needs "heeling in with the back of the bucket" to avoid pushing the flooding problem further along.

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- Cllr Bligh reported that neither her nor Cllr Booth had attended today's (12/12/22) FDC meeting of the Full Council, but she continues to remain busy with personal residential issues.

## 8. TO CONSIDER PLANNING MATTERS

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

### 8.3. Planning applications for discussion:

(a)	<a href="#">F/YR22/1285/F</a>	Erect a garage/office with 1-bed annexe above (ancillary to existing dwelling) involving the demolition of existing garage/outbuilding at Alvenor 42 Murrow Bank Murrow Wisbech Cambridgeshire PE13 4HB <b>The Parish Council recommended APPROVAL</b>
(b)	<a href="#">F/YR22/1286/F</a>	Erect 1 x dwelling (2-storey 4-bed) with detached garage at Land West of Camelot Back Road Murrow Cambridgeshire <b>The Parish Council recommended APPROVAL</b>
(c)	<a href="#">F/YR22/1287/F</a>	Erect part 2-storey/single storey rear extension to existing dwelling involving demolition of kitchen; detached garage with 1-bed annexe above involving demolition of existing garage at 85 Front Road Murrow Wisbech Cambridgeshire PE13 4JQ <b>The Parish Council recommended APPROVAL</b>
(d)	<a href="#">F/YR22/1313/F</a>	Erect 4 dwellings (2-storey 3-bed) involving demolition of existing dwelling and outbuildings at Cosy Nook High Road Guyhirn Wisbech Cambridgeshire PE13 4EQ <b>The Parish Council recommended REFUSAL based on over-development of the site.</b>
(e)	<a href="#">F/YR22/1315/F</a>	Erect a 2-storey side extension to existing property at 8 Pentelow Close Murrow Cambridgeshire PE13 4HT <b>The Parish Council recommended APPROVAL</b>
(f)	<a href="#">F/YR22/1337/O</a>	Erect up to 9 x dwellings (outline application with matters committed in respect of access) at Land North of Bridge View High Road Guyhirn Cambridgeshire <b>The Parish Council recommended REFUSAL based on concerns relating to contaminated land and no footpath on the access road. The Council were also very concerned that the access road was not wide enough for two cars to pass, causing the possibility of a vehicle having to reverse back out onto High Road, Guyhirn which is an extremely busy road with speeding issues due to being a rat run off the A47. They also raised the point that an FDC refuse lorry would struggle to negotiate the narrow access and turning within the small development.</b>
(g)	<a href="#">F/YR22/1343/F</a>	Erect a dwelling (2-storey 4-bed) with attached annexe (2-storey 1-bed) and car port (part retrospective) at Plot 3 Pitt Farm Spencer Drove Guyhirn Cambridgeshire <b>The Parish Council recommended APPROVAL</b>

## 9. CORRESPONDENCE RECEIVED

### (a) WSM & Guyhirn Church PCC – Proposed closure of Wisbech St Mary Churchyard.

The Clerk reported that a form had been received from the PCC asking "Does the Council/Chairman of the parish meeting have any objections to the closure of the burial ground? on the grounds given: (There is no proper room for new graves). Due to this matter already being considered by Council back in March 2022, the Chairman requested that the form be ticked as No [Objections] and returned to the PCC as quickly as possible.

The Chairman reported that FDC Parks and Open Spaces Officer had already been in touch with the warden to determine what condition the Churchyard (including the trees and wall) is currently in, as an assessment would need to be made before the Parish Council could pass the maintenance onto the District Council.

## 10. HIGHWAYS MATTERS

### 10.1. Street Lighting

The Chairman reported that three of the outstanding streetlight jobs had been completed.

- New Column & Head at Gull Road, Guyhirn
- New Column & Head at Front Road, Murrow
- Replacement Column with existing head following RTC Chapelfield Road, Guyhirn.

The outstanding replacement following an RTC at Selwyn Corner, Guyhirn should be completed soon but had to be referred to the OHL Team due to power lines above.

### 10.2. Highways

#### (a) LHI Matters

##### I. LHI 22/23 Complaint – Update.

The Clerk reported that a response had been received from the Executive Director of Strategy and Partnerships within the Chief Executive's Office of Cambridgeshire County Council following the stage three complaint, which in

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her opinion addressed all the outstanding issues and finally apologies for the treatment of the Parish Councillors involved. The Parish Council agreed to close the matter and not approach the Ombudsman, which was the only course of action left available.

II. LHI Bid 23/24 Arrangements – Update

The Clerk reported that following consultation with a CCC Highways Projects Engineer she now had a complete bid application ready to submit for speed calming outside the School in Guyhirn as the WSM Parish Council bid. WSM School have agreed to apply as the Community Bid to re submit the 22/23 bid to change the speed limit to 30mph including speed calming at the Sandbank end of WSM. Both of the applications would be financially supported by the Parish Council and have to be submitted by mid-January.

III. 20mph LHI Scheme – Back Road, Murrow - Update

The Clerk reported that the survey was ready to go live in the background of the WSM Parish Council website and the hyperlink would be added to a paper flyer to go through every door in Back Road, Murrow in the Spring.

**(b) PFHI Update**

The Clerk reported that:

- Sandbank – The Parish Council recommended that the 30mph zone was extended up to Melissa Park. - Highways have agreed to 30mph up to the natural end of the residential development, then a 40mph buffer zone up to Melissa Park Caravan Site finally changing to 50mph to meet up with Leverington Common.
- Tholomas Drove – The Parish Council recommended that Silt Pit Lane was included as a 30mph zone. – Highways have agreed for Silt Pit Lane to change from 60mph to 40mph, 30mph would not be possible due to the sporadic spacing of houses.
- Murrow Bank - The Parish Council recommended that the yellow lines outside the school were to be on both sides of the carriageway. – Highways have confirmed that the zig zag lines already in existence supersede yellow lines and are enforceable so double yellow lines will only need to be added to one side of the carriageway.

Following the design and consultation stage Highways will now move the PFHI forward and will inform the Parish Council of the potential costings.

**(c) For Councillors to discuss speeding (and any potential solutions) through Bunkers Hill.**

The Chairman opened the item up for discussion by explaining that this had been brought to the agenda following concerns from a resident of Bunkers Hill. The Clerk reported that she had explained to the resident all the previous and current attempts where the Parish Council had tried to alleviate speeding in the area by applying for LHI applications and asking for conditions to be placed upon new housing developments. Cllr Knight expressed his agreement with the residents' concerns and the Chairman recommended that the Parish Council wait to see if the 23/24 Community LHI bid to change the speed limit at the Sandbank end of WSM was successful and then bring this back to Councillors consideration for a PFHI application to change the speed limit of Bunkers Hill. This was unanimously agreed by Councillors as a course of action.

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

Cllr Blackmore expressed concern regarding the dip on Gull Drove, Guyhirn. He acknowledged that Cllr King makes mention to this issue on his report, and recommends that this gets urgent attention in the new financial year.

The Chairman expressed concern relating to the speeding on Church Road, Wisbech St Mary. The road includes the village Church and School and is being used as a rat run to avoid the congestion outside the Village shop on the High Road. The Clerk recommended conducting a consultation along the same lines as Back Road, Murrow in the spring time for the road to change to 20mph potentially via the 20mph LHI Scheme. This was unanimously agreed as a course of action.

Cllr Britain brought forward the suggestion of extra road room being made available outside the village shop (by highways taking back the wide verge) to create parking and allowing traffic to flow. Cllr Knight reported that this had been suggested to highways previously and the parking there is considered a natural way of slowing traffic and therefore any changes to this stretch of road was unlikely to occur.

Cllr Knight reported that the Bus-Stop road markings need replacing outside the WSM Shop as cars park across it.

## **11. LAND TENANCIES**

**(a) For Councillors to discuss reimbursement to a Mouth Lane tenant following the discovery of historic errors in invoicing.**

The Chairman reported that a piece of land (on Mouth Lane, Guyhirn) the Parish Council had been renting and invoicing for was discovered to be Poors Allotment Charity land, since this has now come to light, the

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Parish Council needed to reimburse the tenant.

The Clerk reported that she could only go back as far as 2014 and an amount of £88.30 was recommended as a reimbursement. This was unanimously agreed to by Councillors. The Clerk will remove the piece of land from the Parish Council records so no further errors will occur.

## 12. FINANCE MATTERS

12.1. To receive the Finance & Budget Report for 2022/23 to date. The bank reconciliation of 2<sup>nd</sup> December 2022 balanced at £119,417.09 which was agreed to and signed off by Cllr Barry Britain.

12.2. Detailed Budget Review 2022/23 and for members to consider draft precept

Councillors were circulated detailed budget reports for consideration of the draft precept for 23/24. The clerk drew attention to the variances between the budgeted amount from last year and the actual (plus forecast to the end of the year) amount, and made suggestions as to where the budget needed to be either increased, reduced or remain the same. The agreed budget and precept amount will be decided in January 2023 for the following year, along with the allocated cash reserves.

12.3. To approve payment of outstanding accounts:

Item	Description	Total Amount	Power	
(a)	Clerk November Salary (Inc Back Pay)	£1860.95	LG Act 1972 S112	Agreed
(b)	Clerk HMRC Tax and NI	£671.87	LG Act 1972 S112	Agreed
(c)	Clerk Monthly Expenses (November)	£138.85	LG Act 1972 S112	Agreed
(d)	Nest Pensions – October (Direct Debit)	£167.67	LG Act 1972 S112	Agreed
(e)	Npower Lighting October Energy <b>CREDIT</b>	(£552.89)	Parish Councils Act 1957 S3	Agreed
	Npower Lighting October Energy	£349.81	Parish Councils Act 1957 S3	Agreed
	Npower Lighting November Energy ( <b>£189.21 Total</b> )	£392.29	Parish Councils Act 1957 S3	Agreed
(f)	Tamar IT – Microsoft 365 (Direct Debit)	£11.32	LG Act 1972 S111	Agreed
(g)	Kevin Clarke – Memorial Cleaning	£187.00	War Memorials (LA Powers) Act 1923 S1	Agreed
(h)	Fishlock Groundworks – Flagpole bases	£168.00	LG Act 1972 S111	Agreed
(i)	Maynard Memorials – Guyhirn Letter Leading	£336.00	War Memorials (LA Powers) Act 1923 S1	Agreed
(j)	Viking Direct – Office Consumables	£159.62	LG Act 1972 S111	Agreed
(k)	Wisbech Electrical – Streetlight repair No 040	£406.26	Parish Councils Act 1957 S3	Agreed
(l)	Wisbech Electrical – Streetlight repair No 118	£425.63	Parish Councils Act 1957 S3	Agreed
(m)	SLCC – Annual renewal	£187.00	LG Act 1972 S143	Agreed
(n)	Paul Tibbs Ltd – Tholomas Drove Shelter	£300.00	LG (Misc Prov) Act 1953 S4	Agreed
(o)	Long Acre Garden Centre – Compost winter bedding	£80.00	LG (Misc Prov) Act 1976 S19	Agreed
(p)	MCP Solicitors – Title Deed Changes	£980.00	LG Act 1972 S111	Agreed
(q)	Shelter Solutions – Murrow Shelter Repair (ins Claim)	£1734.00	LG (Misc Prov) Act 1953 S4	Agreed
(r)	Stephen Mann – Allotment Rent Reimbursement	£88.30	Small Holding & Allotments Act 1908 S523 S25	Agreed
(s)	Mark Knight – Postcrete Reimbursement	£30.00	LG (Misc Prov) Act 1976 S19	Agreed
(t)	The Chequers Public House – Room Hire (x3)	£120.00	LG Act 1972 S134	Agreed

The Council **resolved** to **authorise** the expenditure for the month of November totalling £8241.68. The invoices and schedule of payments to be made were checked and signed off by the Chairman and Cllr Knight.

12.4. Grant Applications - Nil

## 13. PARISH PROPERTY

13.1. Maintenance

(a) For Councillors to consider the Parish Council utilising a 'Handy Man' contract.

The Clerk recommended that the Parish Council create a role (on a self-employed/self-insured basis) which would look after the smaller maintenance needs of the Parish. This would include jobs like the concreting in of small fixed assets, small areas of mowing and strimming and graffiti removal from Parish Council assets. Following further discussion, the Parish Council unanimously agreed for an advert to be placed in the Village Voices and Parish Notice boards with a view to commencing the handyman contract in the new financial year.

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### 13.2. Bus Shelters

Following last months discussion regarding possible alternatives to constantly replacing broken glass, the Chairman and Clerk were given delegated powers to make an informed decision regarding solutions for further breakages to bus shelter glass panels.

The Chairman and Clerk agreed that any front and side panels of glass would in future be replaced with 10.8mm toughened laminated glass and any back panels would be replaced with colour coded powder coated steel sheets. These would be supplied by the same company that provided the bus shelters at a current cost of £245.00 per sheet (inc delivery). These would be delivered to and fitted by local company Paul Tibbs Ltd who will charge £60.00 per sheet for fitting.

The Clerk reported that the steel back panel for the Gull Road (Sharp Bend end), Guyhirn bus shelter had been ordered.

The Council unanimously agreed with what had been arranged and the arrangements for any future breakages.

### 13.3. Planters – No issues reported.

## 14. GUYHIRN PLAYGROUND ASSET TRANSFER

For the Chairman to sign the asset transfer agreement between the Parish Council and Guyhirn Playing Fields Association.

The Clerk explained that the Parish Council needed to remove the Playground from their asset register following the purchase of the Guyhirn Playground Equipment and the need to have this completed via a transfer agreement created and signed by both parties. This (once signed) confirmed Guyhirn Playing Fields Association as the owners of the equipment, responsible for any maintenance and safety inspections. The Chairman duly signed both copies of the agreement. The Clerk to pass these over to Guyhirn Playing Fields Association for signature.

## 15. GUYHIRN CAR PARK EXTENSION

For Councillors to receive a report from the working group.

Cllr Fryett confirmed that Warden & Sons have been awarded the project and that this has been conveyed to them. A further quote for the height barrier and a potential start date is still awaited. The Clerk agreed to contact Warden & Sons to follow up and obtain this information as soon as possible.

## 16. THORNEY TOLL VILLAGE HALL

(a) For Councillors to discuss the future of the hall.

Cllr Knight working with Cllr Weldon delivered a report which outlined the current financial situation, potential bookings and trustees. Cllr Weldon expressed a desire for the hall to stay open as long as possible and will prepare a letter to be circulated to residents of Thorney Toll inviting new committee members and an article will be prepared for publication in the Village Voices. Cllr Knight expressed a need for legal advice to be undertaken to look at the trust deed so there is a clear way forward if the hall does have to close.

(b) For Councillors to consider the Parish Council becoming Custodian Trustees of the Village Hall

Cllr Knight recommended that the Parish Council become the custodian trustees to hold the title to the hall on behalf of the charity, he reported that the Parish Council will not take part in the day-to-day management or operation and that Cllr Weldon will aim to create a working management committee with trustees.

The Parish Council becoming custodian trustees was unanimously agreed by Councillors and the Clerk to follow up working with Cllrs Knight & Weldon.

## 17. POLICE MATTERS

For Councillors to note Police Report & Crime Statistics for the Parish. The Clerk reported that no meeting with the Police had occurred this month and the Police crime data circulated to Councillors from the month of October showed the most crime was reported in Guyhirn.

## 18. A1 INFORMATION BOARDS PROJECT

For Councillors to receive any updates.

The Clerk reported that the remaining three boards had been signed off and once made will be delivered to

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Cllr Knight.

Cllr Knight recorded a vote of thanks to Cllr Fryett & Britain for volunteering to help concrete the boards into place.

Cllr Fryett asked where the board will be placed in Tholomas Drove. Councillors suggested both Georges Field and the triangle where the flag pole is now placed. Cllr Knight expressed a desire for it to be placed where it could be seen best. The Clerk advised that if the board was to be placed on Georges Field it would need the agreement of the Tholomas Drove Residents Association that lease the field from the Parish Council, based on that information Councillors preferred placing the board on the triangle of land near the Chequers Public House.

## 19. FUTURE AGENDA ITEMS

To consider any items for a future meeting agenda.

- Cllr Knight – Commemorative gifts for School Children for the Kings Coronation.
- Cllr Wheeler – Kings Coronation S137 Community Grants advert for applications.
- Cllr Fryett – Missing Street Name Plates – Plash Drove & High Road, Guyhirn. The Clerk will report to FDC
- Cllr Knight – Condition of all road name signs need assessing.
- Cllr Fryett – 40mph roundel at the Murrow War Memorial been hit, post needs replacing. The Clerk to report to our LHO at Highways.
- Cllr Britain – Update on Guyhirn Pond maintenance – The Clerk advised that a grant needs to be applied for from Anglian Water, which she will do in due course.
- Cllr Britain – Dog Poo Bins (in particular at the steps in Guyhirn and near the Playing Field in Murrow) need emptying on a more regular basis. The Clerk to follow up with FDC.
- Cllr Britain – Update on the slopes/steps maintenance in Guyhirn. The Clerk reported that National Highways have instructed Ringways to come and complete as a good will gesture but they still dispute ownership. The Clerk was still unable to obtain an estimated completion date.

The Chairman closed the meeting by wishing everyone a Merry Christmas and a Happy New Year and thanked the Councillors for their commitment throughout the year.

## 20. DATE OF NEXT MEETING

Monday 9th January 2023	7:00pm	Murrow Village Hall
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## DATES OF MEETINGS FOR 2022/23

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 9:05pm

.....Date:.....  
Chairman  
Cllr David Wheeler