

Great Wilbraham Parish Council

Minutes of the Meeting of Great Wilbraham Parish Council Held Thursday January 14th 2016, 7.30pm at the Little Wilbraham Church

Present: John Beadsmoore (Chair), Sally Ramus, Roddy Tippen, Patricia Davis, Edna Ingrey and Stephen Bartlett, Joy Bray
County Councillor John Williams
The Clerk, Natalie Mulvey and six members of the public were in attendance.

15-16/73 To receive and approve apologies for absence - None

15-16/74 Declarations of interest and dispensations

(a) To receive declarations of interest from councillors on items on the agenda – None

(b) To receive written requests for dispensations for disclosable pecuniary interests – None

(c) To grant any requests for dispensation as appropriate – None

15-16/75 Open Forum for Public Participation (10mins)

A member of the public raised a concern regarding some of the new streets lights being installed in overhanging trees. It was confirmed that if the lights were on the public highway it would be the landowner who would be responsible for cutting the trees back. The member of the public reported a particular problem at the junction of Mill Road. S Bartlett advised that this light had been installed following consultation with the landowner. It was also reported that the gully on the High Street was full of water, this problem was on the agenda for discussion later in the meeting.

15-16/76 To sign and approve minutes – Minutes of the meetings held on 19th November were proposed by S Ramus, seconded by J Bray and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman.

15-16/77 Matters arising / Clerks report – The Clerk reported that Paul Quigley (SCDC) had confirmed that the lights reported on Toft Way would be investigated and would either be cleaned or replaced. The timetable of proceedings for Thursday 5th May 2016 Parish Elections had been received. The first date on the timetable was Wednesday 30th March the publication of the Notice of Election.

15-16/78 County & District Councillors Report & Business

(a) District Councillors Report – No report had been received from Robert Turner

(b) County Councillors Report – John Williams reported the County Council had been told that revenue support grant settlement for Cambridgeshire for 2016/17 was £5million lower than budgeted. He also reported the County Council had received reports that highway repairs requested had not been completed. J Williams asked to be given a full report from highways to take to Parish Council meetings. He requested that the Clerk make him aware of any problems two weeks before a meeting.

ACTION: CLERK

15-16/79 Finance

Total funds as of 28th December: £52,999.19

Current account balance: £40,394.96 **Savings account:** £12,604.23

(a) To approve payments of:

i)	My Village Handyman – 8007 – Frog End Bush	£50.00
ii)	Fulbourn Parish Council – Training PD	£28.00
iii)	Open Spaces Society – Renewal subscription to 30/11/2016	£45.00
iv)	Cambridgeshire Acre Membership – 2016	£54.00
v)	TDP Limited – 66630 – 2 Parish Cemetery Benches	£896.40
vi)	Nigel Start – Parish Cemetery labour costs	£112.00
vii)	Mr J Ingram – Parish Cemetery labour costs	£112.00

viii)	Burwell Print – Invoice 16924 – Warbler Winter Edition	£337.75
ix)	Little Wilbraham Parish Council – Warbler 1/3 Receipts	£480.00
x)	Natalie Mulvey – November Clerk Salary	£266.85
xi)	Natalie Mulvey – December Clerk Salary	£266.85
xii)	Clerk Salary November & December Inland Revenue	£133.20
xiii)	Little Wilbraham PCC – Rent of church (2)	£50.00

J Beadsmoore felt that the payment of £54 for the work Cambridgeshire ACRE had put into supporting the Council was not sufficient. The Clerk had investigated and reported that it was possible to make a charitable contribution. J Beadsmoore proposed, seconded by J Bray and unanimously RESOLVED that an additional contribution of £100 be made to Cambridgeshire ACRE.

ACTION: CLERK

It was proposed by J Beadsmoore, seconded by J Bray and unanimously RESOLVED to approve the payments as listed.

(b) To report payments received:

(i)	My village handyman – Warbler Autumn 2015	£40.00
(ii)	The Carpenters Arms – Warbler Autumn 2015	£25.00
(iii)	Bramwell – Great Wilbraham Store Warbler Autumn 2015	£40.00
(iv)	Colours of Dance – Warbler Autumn 2015	£25.00
(v)	F & C Ellis – Allotment Rental 2015	£10.00
(vi)	M Lockley – Allotment Rental 2015	£10.00
(vii)	Wheelie Fresh Bins – Winter Warbler 2015	£15.00
(viii)	Hardcastle Burton – Winter Warbler 2015	£25.00
(ix)	Premier Investment Services – Winter Warbler 2015	£25.00
(x)	J & J Drake – Winter Warbler	£25.00

(c) Budget and setting of the precept – R Tippen had circulated the revised budget figures as at 28th December 2015. This projected a deficit of £11,600 at the end of the current year 2015/16, this was mainly due to payment of monies held in reserve for the Memorial Hall renovation project. R Tippen advised that maintaining the current precept of £22,000 the budget projection showed a small deficit annually for the next three years. This was reasonable as the Council has a significant reserve. It was proposed by R Tippen, seconded by J Bray and unanimously RESOLVED that a £22,000 precept be set for 2016/17.

ACTION: CLERK

(d) Proposal to use a Unity Trust Bank Account – R Tippen had circulated information along with the terms of conditions of the Unity Trust Bank Account. He reported that the account would allow the Council to streamline payment procedures. The Unity Trust Bank Account is used by many Parish Councils and their systems were designed for the way Parish Council's operate. The account is covered by the £75,000 guarantee. R Tippen highlighted clause 7 "individuals who are authorised to give instructions" are jointly and severally liable for any monies owing to Unity Trust. R Tippen read the following resolution aloud:

- 1 The Council wishes to open an account with Unity Trust Bank plc ("the Bank) and produced to the meeting a copy of the Bank's Terms and Conditions for operating an account;
- 2 The Bank's Terms and Conditions are approved and we appoint the Bank as its Bankers;
- 3 The Bank's Terms and Conditions may vary from time to time and we agree to be bound by them;
- 4 The Mandate for the operation of the bank account(s), payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures;

5 The Bank is entitled to rely upon this Mandate until it receives a later Mandate amending it. It was proposed by R Tippen, seconded by J Beadsmoore and unanimously RESOLVED to accept the resolution and open the account.

ACTION: CLERK

15-16/80 Planning and Tree Applications

(a) Planning application – for information only

- | | | | | |
|----|--------------|--|---------------------------|---|
| i) | S/2596/15/LD | Hilgay & Wendey Cottage,
Station Road, Great
Wilbraham | Mr Alister
McFarquahar | Lawful Development
Certificate for proposed
removal of central internal
brick pier |
|----|--------------|--|---------------------------|---|

- For information

(b) Results of planning applications – for information only

- | | | | | |
|----|--------------|---|------------------------------|--|
| i) | S/2480/15/VC | Land between Great
Wilbraham Chapel &
76, Angle End, Great
Wilbraham | Oxlip
Developments
Ltd | Variation of conditions 3
(landscaping) and 5 (Boundary
Treatment) for Application
S/2599/13/FL for proposed
erection of a detached dwelling
and single garage, along with
minor works to the chapel to
remove the existing single
storey side extension |
|----|--------------|---|------------------------------|--|

- SCDC grants permission subject to planning conditions 12th November 2015

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|-----|--------------|--|-------------|---|
| ii) | S/3035/14/FL | Land rear of 12-18, The
Lanes, GW, CB21 5JN | Logan Homes | Erection of six dwellings with
associated garages, bins and
cycle stores. |
|-----|--------------|--|-------------|---|

- SCDC grants permission subject to planning conditions 20th November 2015

(c) Tree Applications (to undertake work on trees situated in a conservation area) – for information only

- | | | | | |
|----|-----|--|-----------|--------------------|
| i) | N/A | The Old Vicarage,
Temple End, GW,
CB21 5JF | Mrs Batka | Various tree works |
|----|-----|--|-----------|--------------------|

- For information only - For a short period of time, SCDC will only be consulting on applications for major tree work or applications for felling substantial trees in Conservation Areas.

- | | | | | |
|-----|---------------|----------------------------------|----------------------------------|--------------------------------|
| ii) | C/11/40/040-7 | 9 Temple End, Great
Wilbraham | Mr A Papworth
(Mr P Lawrence) | Schedule of proposed tree work |
|-----|---------------|----------------------------------|----------------------------------|--------------------------------|

- Members agreed that the following comments be made: -

There is a discrepancy between the map and notes - the notes are correct listing tree 2 as a sycamore, not a horse chestnut as shown on the map.

Tree 1, the birch is to be felled and it was suggested that it be replaced by one or more hazel trees along the Temple End boundary of the plot.

Crown reductions on trees 2 and 3 are again necessitated by having selected forest trees for central positions in a village garden plot.

S Bartlett reported that the District Tree Officer had a huge workload and therefore some work had been delegated to the Parish Council. S Bartlett confirmed that the Parish Council had money in the budget for tree work.

15-16/81

Affordable housing – J Beadsmoore had been in touch with Cocksedge Building Contractors regarding their proposal at Frog End. They had been waiting for some security in the form of an option agreement from the Diocese of Ely before proceeding, this had now been received and

the drawings were being prepared. J Beadsmoore advised that Bidwell's had confirmed that they have a new proposal and the Parish Council would meet with them to get a full understanding. Nothing further would happen until the residents had been consulted about the proposals. The Memorial Hall would be available for consultation in April and it was felt that nothing would be done until the governments housing and planning bill had been agreed in March.

15-16/82 Great Wilbraham Village Shop & Post Office – It was reported that the shop had been closed for part of the day for improvements. The Parish Council had received requests for funding to help with the improvements however much of this had now been funded with only the flooring being considered an issue. All Councillors agreed that the Village Post Office and Shop was important to the village however were restricted by their statutory powers to assist. All agreed that this project should be revisited once it was clear exactly what support was needed and at what cost. However, initial research had shown there were many objections to the Parish Council supporting a commercial business. The Councillors were sympathetic to the need and looked forward to seeing the improvements. S Bartlett suggested that crowd funding may be an option to the Post Office for raising funds.

15-16/83 Street cleaning – It had been reported that there are several piles of crushed and mushy leaves at various points in the village. Kathryn Hawkes (SCDC) had been contacted to see if the next clean scheduled for mid-February could be moved forward. Unfortunately, she had advised this was not possible but spot cleans could be arranged. The Clerk was waiting for the cost for an additional sweep to be confirmed. Once the sweep had been done it was suggested that the Clerk contact Nicola Burdon (CCC) to arrange for the gullies to be cleared. A letter of complaint had been received about flooding in the village. The Clerk was asked to respond advising the action the Parish Council was taking.

ACTION: CLERK

15-16/84 Report of visit to Camgrain – A report was circulated for information only following a visit J Beadsmoore and S Bartlett had made to Camgrain. The report proposed that Camgrain be invited to provide a full update on their operations and potential employment opportunities at a future Parish meeting.

15-16/85 Website / Warbler – P Davis asked for views on the current website and whether members felt that it needed to be developed further. P Davis felt that to have a more interactive site the website service provider would need to change. It was agreed that the domain registration should be secured and transferred from the website provider. P Davis and S Ramus agreed to meet to discuss how and if the Warbler should be represented on the Parish Council. All agreed that it was important that the Warbler felt supported and could discuss any issues they were encountering.

ACTION: P DAVIS / S RAMUS

15-16/86 Reports from working parties

- (a) **Parish Cemetery** – P Davis reported that the position of the new benches had been agreed to fit in with grass mowing patterns. The ditch had been cleared. The path had been sprayed with weed-killer and the invoice would be submitted once it was evident that the weeds had gone. The Bidwell's fence remained on the ground. N Start had made a proposal to put a simple post and fence in place on the Parish Council's side between the end of the parking area and the large black poplar tree. S Bartlett agreed to make contact with Chris Ascroft to see if he has plans that show the exact position of the boundary. All agreed nothing more should be done until the boundary was defined and agreed by all parties. The Clerk was asked to investigate any maps available from the land registry. J Bray raised her concern that the access at the gate had still not been actioned as requested. J Beadsmoore agreed to speak to N Start regarding work on the access.

ACTION: CLERK/P DAVIS/J BEADSMOORE/S BARTLETT

- (b) **Broadband** – S Bartlett confirmed that Broadband was now in place and being promoted to residents.
- (c) **Memorial Hall** – S Ramus reported that the Memorial Hall renovation is due to finish on 3rd March and would be available for hire from 1st April. An official opening tea is planned for 28th March at 3pm. S Ramus advised the Memorial Hall committee had agreed to store a lockable filing cabinet for the Parish Council.
- (d) **Phonebox** – P Davis confirmed that the refurbishment of the phonebox was well underway and the invoice for the full work had been presented for payment. Due to unforeseen rust and damage to the frame and window frames there had been an addition charge of £250. It was agreed that the correct process for this overspend was that the additional charge should have been agreed by the Council before commencement of work. However, all agreed to approve the invoice on this occasion and confirm that any future any overrun on expenditure would need to be agreed before the commencement of the work. P Davis showed a suggestion for the next stage shelving the box to convert it into a community library.

ACTION: CLERK/P DAVIS

15-16/87 Matters for future consideration – J Bray asked that dog fouling around the village and the proposal of a health, well-being and safeguarding Councillor be considered for the next meeting.

ACTION: THE CLERK

15-16/88 Dates of next meetings
17th March, 21st April (APM) and 19th May (Annual Parish Council Meeting)

15-16/89 Agenda items for next meeting
Any business and payments, to be considered at the Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

There being no further business the meeting closed at 9.17pm.