

Great Wilbraham Parish Council

Minutes of the Meeting of Great Wilbraham Parish Council

Held Thursday March 16th 2017, 7.30pm at the Wilbrahams' Memorial Hall

- Present:** Stephen Bartlett (Chair), Sally Ramus, Joy Bray, Roddy Tippen (arrived 7.50pm), Claire Jackman (arrived 7.55pm).
The Clerk, Natalie Mulvey and seventeen members of the public were in attendance.
- 16-17/118 To receive and approve apologies for absence** - Apologies had been received from T Davis and A Goryn which were accepted.
- 16-17/119 Declarations of interest and dispensations**
- (a) To receive declarations of interest from councillors on items on the agenda – C Jackman declared a pecuniary interest in item 16-17/127 (b)i) as the applicant.
 - (b) To receive written requests for dispensations for disclosable pecuniary interests – None
 - (c) To grant any requests for dispensation as appropriate – None
- 16-17/120 To receive letter of resignation from Parish Councillor** – A Goryn had submitted his letter of resignation due to moving out of the village. Members accepted his resignation.
- 16-17/121 Open Forum for Public Participation (10mins)** – A member of public asked for advice regarding a tree on their property with a preservation order. He reported that during the recent storm branches had fallen and the resident was concerned about what would happen if they had injured a passerby. S Bartlett suggested that the Tree Officer be asked to visit to give some advice. R Turner reported that if there is a health & safety issue there would be no issue in cutting branches of a tree with a preservation order. The resident also advised that the tree roots were lifting the tarmac and creating a trip hazard.
- ACTION: CLERK
- S Bartlett asked a member of the public to explain their letter of complaint published in the Warbler regarding the Parish Council minutes not being posted on the village noticeboard. The resident responded that the minutes had not been on the noticeboard until recently, S Bartlett disagreed his statement.
- 16-17/122 To sign and approve minutes** – Minutes of the meeting held on 19th January 2017 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.
- 16-17/123 Matters arising / Chairman's correspondence / Clerk's report** – S Ramus reported that work had been done at the pumping station to help resolve the problem with the smell. As requested the Clerk had registered the interest of the Parish Council in the new SCDC tree health & safety survey. The defibrillator had been installed and a training session had been offered to members of the public. S Bartlett reported a letter received from a resident regarding a proposal to stop HGV's from coming through the village. Members all agreed they were not aware of a proposal. A resident advised that this had been raised following the proposal included in the Liberal Democrat leaflet circulated by Councillor J Williams. J Williams recalled the proposal which had been mentioned in a leaflet distributed last year.
- 16-17/124 County & District Councillors Report & Questions**
- (a) District Councillors Report – Robert Turner reported the Local Plan was being finalised. The hearing is scheduled for later in the week. R Turner had been contacted by a resident regarding the leaves on Angle End paths he advised that SCDC had now swept the streets. R Turner reported that a resident had spoken to him about the poor condition of school crossing. Members of the Parish Council confirmed that Nicola Burdon had advised that the lines in this area would be repainted in the new budget. R Turner reported that there had

been improvement in the turn around on planning applications received by SCDC.

- (b) County Councillors Report – John Williams reported that CCC had set its budget, it had increased adult social care by 2%. He reported that £50,000 had been allocated in the Transport Delivery Plan for 2017/18 to increase the capacity of the road drains in Great Wilbraham. J Williams advised that green way cycle routes are looking at a proposal from consultants to link the city to the Wilbraham’s. The scheme would support a reduction in traffic. J Williams reported that the government now allocates highway repairs using a more risk based approach compared to the historic preventative assessment.

16-17/125

Finance

Total funds as of 28th February:	£55,730.20	This includes S106 funds:	£10,686.23
Current account balance:	£42,955.14	Savings account:	£12,775.06

(a) Review Parish Council Calendar

(b) To approve payments of:

i)	Public Works Loan ½ Year Repayment (3)	£2364.76
ii)	St Nicholas Anglican Church – Grant funding	£1,000.00
iii)	Tower Mint Ltd – 20905	£56.82
iv)	CCC – Street Lighting Energy – Inv. 10715339	£365.94
v)	Open Spaces Society – Annual Membership 01/12/16	£45.00
vi)	Natalie Mulvey – Clerk Salary January	£266.85
vii)	Natalie Mulvey – Clerk Salary February	£406.27
viii)	Clerk Salary – Inland Revenue January & February	£168.20
ix)	Clerk Administration Expenses	£224.45
x)	Web Cambridge Ltd – Invoice INV-0102	£75.00
xi)	Burwell Community Print Centre Ltd – 17956	£363.60
xii)	Community Christmas Party Expenses	£95.81
xiii)	Donation in lieu of Annual Return Fee – Wilbraham Youth Group	£100.00

S Ramus suggested some of the wording be changed on the list of payments to avoid any confusion. It was proposed by R Tippen, seconded by S Bartlett and unanimously RESOLVED to approve the payments listed.

(c) To report payments received:

i)	NS&I Interest – 1 st Jan 16 – 31 st Dec 16	£76.30
ii)	Ernest Doe & Sons – Warbler Receipt (30/12)	£40.00
iii)	FMQ – Dawling Ltd – Warbler Receipt	£25.00
iv)	Ernest Doe & Sons – Warbler Receipt (31/1)	£40.00
v)	C Coen – Allotment	£18.00

- (d) To receive funding and expenditure requests** – R Tippen reported that the Parish Council had been approached about concerns over the poor condition of the mower used to cut the grass on the recreational ground. Confirmation from SCDC had been received that S106 funds could be used to support the purchase of a new mower. At the Finance Meeting on 9th February the committee approved, in principle, a grant of up to £10,000 to replace the mower and agreed this should be recommended to the full council. A grant application has been received from the Memorial Hall Trustees for £10,000 to support the purchase of the mower. R Tippen advised that any expenditure would not now be included in the financial accounts 2016-2017. R Tippen proposed, seconded by S Ramus and RESOLVED by a unanimous vote that a grant in the sum of £10,000 be approved for Memorial Hall Trustees to purchase a mower, this approval would be subject to the specification of the unit being approved by members of the Parish Council.

ACTION: CLERK

- (e) **Minutes of Finance Committee Meeting 9th February** – For information only
- (f) **To approve new GWPC Financial Regulations** – New proposed financial regulations had been circulated. R Tippen confirmed that this were based on the latest NALC model regulations, which been reviewed by the finance committee and slight amendments made. R Tippen. R Tippen proposed, seconded by S Bartlett and RESOLVED by a unanimous vote that these be adopted by the Parish Council.

ACTION: CLERK

- (g) **To approve closure of Santander Bank Account** – All members agreed that the Santander Bank be closed.

ACTION: CLERK

- (h) **To discuss routine maintenance of village verges and Angle End/ Temple End corner** – S Bartlett advised that CGM had made the first cut of the year. It was agreed to accept their quotation for a second year.

ACTION: CLERK

- (i) **Development of Land Rear of R/O 18 The Lanes, Great Wilbraham – S/3035/14/FL Payment of Public Open Space Contribution** – R Tippen reported that the Parish Council has been offered £11,181.60 as a payment towards off-site specific provision. Members had been expecting a higher payment. R Tippen explained that he had investigated and had established that nothing more would be offered. R Tippen proposed, seconded by S Bartlett and RESOLVED by a unanimous vote that the agreement be signed.

ACTION: CLERK

16-17/126 Parish Lands, Assets & Environment

- (a) **Health & Safety Report** – J Bray confirmed that she had spoken to S Fordham and the 2017 health & safety walk would take place later in the month.

ACTION: J BRAY

- (b) **Public Acre Field** – The parish land by the bridge on the road between Great Wilbraham & Fulbourn – N Start had provided his annual report on the Public Acre Field. The rent for this land would be agreed at the May meeting.

- (c) **To discuss dog fouling** – J Bray raised the issue of dog fouling, particularly on the Recreation Ground, and residents had written to the Warbler reporting the problems. Members discussed what if anything could be done. All members agreed that no more bins could be added due to the distance from the highway. There is a complication as the recreation ground is owned by the village, managed by the Memorial Hall Trustees, all felt that the problem with dog fouling is wider than just on the recreation ground. Members agreed that this would be a good subject to be discussed at the APM and should be included on the agenda.

ACTION: CLERK

16-17/127 Planning and Tree Applications

(a) Planning applications

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|----|--------------|--|---------------|---|
| i) | S/0289/17/FL | 25, Frog End, Great Wilbraham, Cambridge, Cambridgeshire, CB21 5JB | Graham Burton | Refurbishment and first floor extension of existing house. Demolition and reconstruction and extension of adjoining garage building. Work approved by planning permission S/0753/16/FL and has started on site. |
|----|--------------|--|---------------|---|

The meeting closed at 8.45pm to hear comments from the public

A resident reported many issues with the construction of the new property. She believed the applicant was not conforming to the conditions of the original planning application, including one involving the boundary fence. The resident reported that the traffic management plan was being ignored. Members asked R Turner what could be done. S Ramus suggested that the residents' concerns be included on the comments for the application being discussed. R Turner requested that any evidence be sent to him and he would investigate, including asking for an enforcement officer could be asked to investigate. A resident requested that the public support for R Turner and the Parish Councillors in addressing this matter be recorded in the minutes. S Bartlett suggested that Lucy Frazer MP be requested to give the planning officers more powers.

The meeting re-opened at 8.57pm.

Members agreed that they had no recommendation but would like to make the following comments:

Members are disappointed that these plans have changed and work began before the application was submitted. The building is very imposing and domineering over the adjacent property.

They would request that a condition to take away any permitted development rights be included and seek confirmation that the buildings height and changes to the approved plans are in line with these subsequent plans. Note: There are not full details (measurements, elevations etc) for the changes to the garage.

We would also like to comment that the conditions relating to the Contractors access arrangements for vehicles, plant and personnel should be looked at, as there are many incidents when these have not been adhered to.

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|-----|--------------|--|-------------------------|---|
| ii) | S/0360/17/VC | Land formerly known as
22, Frog End, Great
Wilbraham | Mrs
Caroline
Bird | Variation of condition 1
(approved plans) of planning
permission S/1658/15/FL |
|-----|--------------|--|-------------------------|---|

Members agreed that they had no recommendation for the application but would like to make the following comments. Members are disappointed that yet again this applicant has progressed with changes to the building not approved in the original plans. They would request that a condition to take away any permitted development rights be included.

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| iii) | S/0683/17/FL | 15, Station Road, Great
Wilbraham, CB21 5JA | Mr Alister
McFarquhar | Demolition of existing garage
and construction of new
garage/workshop and
boundary wall. |
|------|--------------|--|--------------------------|---|

The meeting closed at 9.13pm to hear comments from the public

The applicant gave an outline of the submitted plans which have been fully discussed with SCDC planners. The applicant had spoken to near neighbours one of which had an objection to the height of the rear part of the garage.

The meeting re-opened at 9.18pm.

Members agreed to support the application. Councillors would like to draw reference to the adjacent near neighbour's concerns over the height of the rear part of the garage.

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| iv) | S/0684/17/LB | 15, Station Road, Great
Wilbraham, CB21 5JA | Mr Alister
McFarquhar | Demolition of existing garage
and construction of new
garage/workshop and
boundary wall. |
|-----|--------------|--|--------------------------|---|

Members agreed to support the application. Councillors would like to draw reference to the adjacent near neighbour's concerns over the height of the rear part of the garage.

(b) Planning applications – For information

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|----|--------------|--|-----------------------|--|
| i) | S/0285/17/DC | Baptist Chapel, Angle
End, Great Wilbraham,
CB21 5JG | Mrs Claire
Jackman | Discharge of conditions 5
(materials), 6 (details of
glazing, windows and door), 7 |
|----|--------------|--|-----------------------|--|

(Hard and soft landscaping), 9 (Boundary treatment) and 15 (Traffic management plan) of planning permission S/2508/16/VC.

(c) Results of planning applications – for information only

- i) S/2644/16/FL Rear of 29 Frog End, GRN Ltd New Bungalow
Great Wilbraham, CB21
5JB

- SCDC grants permission subject to planning conditions 1st February 2017

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

- i) S/0148/17/TC 52, Angle End, Great Mr Richard Tree 1 American black walnut
Wilbraham, CB21 5JG Morley Tree 2 Conifer Propose to
remove both trees as they are
unsuitable for their locations
and have a significant
negative effect on my garden
and of my neighbours garden.
I do not wish to replant on
the same site but will plant
fruit trees at the bottom of
the garden.

- Members agreed a no objection recommendation for the tree application.

- ii) S/0310/17/TC 12, Church Street, Great Mr Henry Walnut . 30% crown
Wilbraham, CB21 5JQ Chandler reduction . Crown lift .
Coppice climbing vine This
reduction is to match the
adjacent side of the walnut
tree on the neighbouring
side.

- Members agreed a no objection recommendation for the tree application.

The meeting closed at 9.32pm to hear comments from the public

Members of the public reported that during the recent storm a resident had cut three trees down out of four trees that had fallen. Although some other properties had lost trees during storm Doris, residents reported that tree contractors had been witnessed removing three of the trees. R Turner questioned whether it was in the conservation area. Members of the public advised that they had written to the tree officer but had received no response.

The meeting re-opened at 9.33pm.

(e) To discuss change of use of the car garage to craft workshop and possible house

The meeting closed at 9.35pm to hear comments from the public

A resident gave an outline of their proposal, they advised that the tenants of the garage were leaving. The proposal is to change the garage into a studio to run craft workshops and build a property within the planning line of the village. They shared information on the Art and Craft Studios. A near neighbour raised their concerns of being overlooked by the new building.

The meeting re-opened at 9.46pm.

Members agreed that they would be in principle supportive of the proposal.

16-17/128 Highways

- (a) To receive Highways Report –** S Bartlett reported that the Parish Council had been unsuccessful in seeking funds from the local highways initiative to extend the pathway on

Station Road. One of the reasons had been the lack of pedestrians using the path, however, the proposal of the craft workshop may change this in the future. R Tippen queried how the £50,000 secured would be used to sort the drainage issues. J William explained that it would be used to resolve the back-wash problem. The Parish Council have been asked to increase the size of the ditch at the Parish Cemetery. Some pot holes have been filled and Nicola Burdon has agreed to repaint the lines outside the primary school.

16-17/129 Reports from working parties

(a) Community

- i) Memorial Hall – S Ramus had nothing new to report.
- ii) Parish Cemetery – S Bartlett reported that although the gate had not been painted some of the overgrown hedges had been addressed. A quotation for the Parish Cemetery sign had been received but it was considered too expensive, alternatives will be investigated.
- iii) Community Cohesion – J Bray requested that this subject be included earlier in the agenda to allow a full discussion. J Bray advised that a lady representing Age UK would be willing to come along and talk to the Parish Council about their initiatives. J Bray reported that she had found the South Cambs Older people's Services event she attended extremely informative.

(b) Communication

- i) Website & Dropbox Electronic Filing – Members using the dropbox facility were finding it useful. Arrangements had been finalised for the hosting of the website to be transferred to watchthedot.

16-17/130 Clerk's Performance Appraisal – R Tippen, S Bartlett and S Ramus agreed to arrange a date for the appraisal.

ACTION: R TIPPEN/S RAMUS/S BARTLETT

16-17/131 Annual Parish Meeting – S Bartlett discussed the proposed agenda with members, he suggested that refreshments be provided.

ACTION: S BARTLETT/CLERK

16-17/132 Neighbourhood Watch – The neighbourhood watch scheme is now operational, signs to promote the initiative had been ordered.

16-17/133 Affordable Housing – S Bartlett advised that there was nothing to report at present.

16-17/134 Current actions outstanding

Re-issue Parish Land agreements – ACTION: CLERK

16-17/135 Matters for future consideration

Parish Councillor vacancy – ACTION: CLERK

16-17/136 Proposed dates and venue of next meetings

20th April (APM Annual Parish Meeting) and 18th May (Annual Parish Council Meeting)

16-17/137 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 10.11pm

