

# Great Wilbraham Parish Council

Minutes of the Meeting of Great Wilbraham Parish Council  
Held Thursday September 14<sup>th</sup>, 2017, 7.30pm at the Wilbrahams' Memorial Hall

**Present:** Stephen Bartlett (Chair), Sally Ramus, Joy Bray, Roddy Tippen, Claire Jackman (arrived at 7.50pm) and Chris Hanson  
South Cambs District Councillor Robert Turner (arrived at 8.10pm)  
The Clerk, Natalie Mulvey and nine members of the public were in attendance.

**17-18/48 To receive and approve apologies for absence – None**

**17-18/49 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

**17-18/50 Open Forum for Public Participation (10mins) –** Various highways issues were reported, a speed sign had been tampered with, confusion was being caused by the give way sign by the school as it did not state give way to oncoming traffic, in addition, road markings around the school had not been repainted. A hole which had been created by a lorry turning on the village sign corner was a health & safety issue and has still not been repaired. Members of the public complained that no action was taken when repairs were reported on the highways website. The Clerk was asked to write to Nicola Burdon and report the problems. A member reported that the cemetery ditch needed attention and they were concerned that the date for the planned work was slipping back. S Bartlett believed the project was on track but agreed to speak to Evan Laughlin at CCC for clarification. A member of the public asked if there had been any discharge on the conditions for a new bungalow at Frog End, she also raised her frustration on the lack of response being received from SCDC. Consideration was requested to moving agenda items such as affordable housing and traffic calming measures to earlier in the meeting.

ACTION: CLERK/S BARTLETT

**17-18/51 To sign and approve minutes –** Minutes of the meeting held on 20<sup>th</sup> July 2017 were proposed by R Tippen seconded by J Bray and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. Minutes of the meeting held on 3<sup>rd</sup> August 2017 were proposed by R Tippen seconded by J Bray and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman.

**17-18/52 Matters arising / Chairman's correspondence / Clerk's report –** S Bartlett reported that he had received two letters from R Burton and P Robinson which the Clerk would formally respond to. Correspondence had been received regarding the damage that had been done to trees by the CGM contractors. The Clerk had written to CGM and S Bartlett would be meeting them later in the month.

ACTION: S BARTLETT/CLERK

**17-18/53 County & District Councillors Report & Questions**

(a) District Councillor's Report – R Turner had provided a report as he would be arriving late to the meeting.

(b) County Councillor's Report – John Williams had sent his apologies and had provided a report.

**17-18/54 Finance**

**Total funds as of 28<sup>th</sup> August:** £60,965.52 **This includes S106 funds:** £12,918.73

**Current account balance:** £48,190.46 **Savings account:** £12,775.06

(a) **Review Parish Council Calendar**

**(b) To approve payments of:**

|       |                                                         |           |
|-------|---------------------------------------------------------|-----------|
| i)    | Keep Britain Tidy – Invoice 113456                      | £54.00    |
| ii)   | Public Works Loan (4/50) – Half yearly payment          | £2,364.76 |
| iii)  | Wilbrahams’ Memorial Hall – April – July                | £110.00   |
| iv)   | The Warbler Celebration – c/o M Gienke                  | £81.75    |
| v)    | CGM 207423 – Angle End & verges July (2)                | £578.40   |
| vi)   | CGM 207550 – Parish Cemetery 24 <sup>th</sup> July 2017 | £102.00   |
| vii)  | Natalie Mulvey – Clerk Salary – July                    | £266.65   |
| viii) | Natalie Mulvey – Clerk Salary – August                  | £266.85   |
| ix)   | Clerk Salary Inland Revenue – July & August             | £133.40   |
| x)    | Neighbourhood Watch expenses – c/o A Ryan               | £167.00   |

Except for the CGM invoices where payment would be subject to the resolution of some issues with the contractor. It was proposed by R Tippen, seconded J Bray and unanimously RESOLVED to approve the payments as listed.

**(c) To report payments received:**

|      |                                                 |         |
|------|-------------------------------------------------|---------|
| i)   | Dawling Ltd – FMQ – Warbler Receipt             | £25.00  |
| ii)  | CCC Grass Cuttings                              | £556.25 |
| iii) | Colour of Dance – Warbler receipt               | £330.00 |
| iv)  | Ernest Doe – Warbler receipt                    | £40.00  |
| v)   | Eastern Power Networks PLC – St Nicholas Church | £5.75   |
| vi)  | Warbler award                                   | £50.00  |

**(d) To receive funding and expenditure requests**

The Clerk reported that two quotations had been received from My Village Handyman one for general asset maintenance and the second for a proposed fence around the allotments. Subject to near neighbours approval it was proposed by C Jackman, seconded J Bray and unanimously RESOLVED to accept quotation QTE000351 option one to erect the fence around the allotments. The Clerk was asked to request some amendments to the general asset quotation. Members wished to thank C Hanson for his work on improving the Parish Council noticeboard.

ACTION: CLERK

**(e) Budget 2018 – 2019 items for consideration** – R Tippen asked members to report any items that they felt should be considered during the preparation of the 2018-2019 budget which would take place at the Finance Committee meeting scheduled for 19<sup>th</sup> October. J Bray asked for a contribution to the village Christmas party to be included.

ACTION: R TIPPEN

**(f) Appoint fourth member to the finance committee** – C Jackman agreed to join R Tippen, S Bartlett and S Ramus on the Finance committee as the fourth member.

17-18/55

**Planning and Tree Applications**

*Meeting closed at 8.19pm*

A member of the public raised the TMP conditions at Frog End, expressing concern as previous conditions for another property there had not been enforceable. Members were still waiting to receive the planning condition details for the new bungalow to the rear of 29/31 Frog End. In the meantime, S Bartlett requested that Councillor Turner arrange a meeting with Julie Ayres and Charles Swain to meet the resident on site and see the problems and the inconvenience being caused.

*Meeting re-opened 8.22pm*

**(a) Planning applications**

|    |              |                        |           |                        |
|----|--------------|------------------------|-----------|------------------------|
| i) | S-2983-17-FL | 1 Ratfords Yard, Great | P Lambton | Proposed single storey |
|----|--------------|------------------------|-----------|------------------------|

Wilbraham, CB21 5JT

extension, porch, new windows and internal alterations

- Members agreed to support the application. Near neighbours had no objections.
- ii) S-2600-17-FL 76 Angle End, Great Wilbraham, CB21 5JG Kieron Saunders Summer house/store wet weather play area for grandchildren and toy storage

*Meeting closed to hear comments from the near neighbour 8.28pm*

*Meeting re-opened at 8.40pm*

- Members agreed to support the proposal.

**(b) Results of planning applications – for information only**

- i) S-1754-17-LB Crossways, 13 High Street, Great Wilbraham, CB21 5JD Mr Robert White Reinststate staircase to loft. Strengthen loft floor and roof structure. Form bathroom at east side of loft.

- SCDC grants permission subject to planning conditions 12<sup>th</sup> July 2017

**(c) Tree Applications (to undertake work on trees situated in a conservation area)**

- i) S-2862-17-TC 31 Temple End, Great Wilbraham, CB21 5JF Beadsmoore Conifer – C1 – Reduce Ash – A1 & A2 remove

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

**(d) Enforcement update report to Planning Committee – Including information on Great Wilbraham landfill and quarry sites – For information**

The Waste Planning Authority (WPA) issued an Enforcement Notice in May 2012 to address the restoration levels of the land, which exceeded what had been agreed and approved. Officers continue to undertake proactive, chargeable monitoring visits to the landfill site three times a year to monitor progress towards full compliance with the notice. The most recent visit took place on 5<sup>th</sup> May 2017 and officers noted that the reduction in the height of the remaining waste had nearly reached the level of the adjoining land.

17-18/56

**Highways**

- (a) To receive highways report** – S Bartlett reported that the Parish Council has been working closely with Little Wilbraham & Six Mile Bottom Parish Council to support their application for a Local Highways Initiative (LHI) to obtain a Traffic Regulation Order (TRO) to put a 7.5 tonne weight limit on the Wilbraham Road. The limit would be from its junction with London Road (A1304) in Six Mile Bottom, north to its junction with Newmarket Road (A1303) near Bottisham and to also include the Little Wilbraham Road, from its junction with the Wilbraham road in Little Wilbraham, north to its junction with the Newmarket Road (A1303) near the Missing Sock pub. Supporting the application will provide further protection for the villages from HGV's travelling through them. S Bartlett proposed that after the application the Parish Council work with neighbouring villages to encompass the villages with a 30mile an hour speed limit with sections in key areas of 20mph. The application for the LHI will be submitted by 15<sup>th</sup> October.

*Meeting closed at 9.00pm*

A discussion with members of the public took place on the problems caused by speeding and large vehicles and how the initiative proposed would help.

*Meeting re-opened 9.06pm*

R Tippen proposed, seconded by J Bray and it was unanimously RESOLVED that Great Wilbraham Parish Council financially support the local highway's initiative to the sum of

£250 should it be successful.

S Bartlett reported that the speed limits would be part of a second stage and could be tied to the greenways cycleway project, traffic surveys completed during the LHI and the data collected would be used to support the request for speed limits.

**17-18/57 Transport - Withdrawal of No 18 bus to Newmarket** – S Ramus reported that members were still waiting confirmation of potential positive news reported by J Williams. Members understood that there were various options were being investigated. The Parish Council has offered to support fund the service if needed.

**17-18/58 Reports from working parties**

**(a) Community**

- i) Memorial Hall – S Ramus reported work would soon be commencing to improve the echoing problem. She advised that there had been no response from residents to the request in the Warbler to support a group to raise funds to refurbish/replace the playground equipment. The Events committee which runs alongside the Hall committee have agreed a calendar of event dates for 2018. S Ramus confirmed that the next event was the Autumn Food & Craft Fair planned for Saturday 30<sup>th</sup> September 12-4pm. Following that, there would be a Music Quiz on 20<sup>th</sup> October and a Children's Christmas Party and a Community Carol Singing event on 16<sup>th</sup> December.
- ii) Parish Cemetery – S Bartlett reported that he would be meeting with Nigel Start to resolve the problem with the Orchard trees. J Bray requested that the options for a Parish Cemetery sign be relooked at. S Bartlett advised that the hedge would be cut before Christmas.

ACTION: S BARTLETT

- iii) Community Cohesion & Well-being – J Bray reported that she is preparing a list of community activities. SCDC will be holding a workshop on Mental Wellbeing in the Community in Histon on 9<sup>th</sup> October. J Bray advised that she had been pleased in the way community events were joining the residents of all ages together. She confirmed that the regular walks will continue and that a talk about Dementia Awareness has been arranged for 29<sup>th</sup> September.

**17-18/59 Update on:**

- (a) Cycleway path project** – S Bartlett advised that Lucy Frazer MP is hosting a meeting with the greenways project team, Great Wilbraham Parish Council and Little Wilbraham & Six Mile Parish Council at the Wilbrahams' Memorial Hall on 26<sup>th</sup> October. S Bartlett hoped that the traffic management project for speed reduction through the village would be incorporated into this discussion.
- (b) Speeding & large vehicles through the village** – S Bartlett confirmed that there had been a successful meeting with LW&SMB PC which had been covered under highways.
- (c) Dog fouling signs** – The Clerk reported that the signs had been received but were not the ones ordered. The Clerk confirmed that she would be in contact with the supplier to get the order corrected.

ACTION: CLERK

**17-18/60 Affordable housing** – S Bartlett reported that following the support shown at the 2017 APM for affordable housing in the village, discussions have taken place with ACRE who had conducted the housing needs survey in 2014. The discussion centered around gaining an insight of the village’s age profile along with the current housing situation and whether there was a need for a further questionnaire. The estimated cost of a new survey will be £2,500. R Tippen advised that he was preparing a document to present the facts along with clarification on the process. S Bartlett confirmed that as there would be a Parish Council election May 2018, the information would be a good starting point for the new Council to decide how they wished to proceed with this project. R Tippen reminded members that there currently was no formal offer of land. S Bartlett advised that a proposal had been received from a resident regarding a piece of land behind 27 Church Street (alongside Toft Lane). Members understood that this plot had been considered unviable in the past, for various reasons, not least because it is within the green belt. The Clerk was asked to investigate the proposal further with SCDC housing department and to advise the resident that the Parish Council would be considering the potential viability of this land.

ACTION: CLERK

**17-18/61 Parish Councillor vacancy** – The Clerk presented a notice of vacancy for publication. All agreed to co-opt a new member at the November meeting should any applications be received.

**17-18/62 Current actions outstanding**

Meet with CGM to discuss issues with the service - S BARTLETT

Parish Land agreements – ACTION: CLERK

**17-18/63 Matters for future consideration** – None

**17-18/64 Proposed dates and venue of next meetings**

16<sup>th</sup> November 2017, 18<sup>th</sup> January 2018, 15<sup>th</sup> March 2018, 26<sup>th</sup> April (APM Annual Parish Meeting) and 17<sup>th</sup> May (Annual Parish Council Meeting)

**17-18/65 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 9.50pm.