

MINUTES OF GREAT WILBRAHAM PARISH COUNCIL

MEETING NUMBER 4

Held at Wilbraham's Memorial Hall on 27th October 2022.

Present: Councillor Hilary Burton; Councillor Chris Page; Councillor Sam Dhaliwal; Councillor James Harmer; County Councillor Claire Daunton, District Councillor John Williams; District Councillor Graham Cone.

10 Members of the public.

Members: 7 Quorum 3

Clerk: Mrs S Chambers-Turner

Meeting opened at 7.30pm

68. ELECTION OF CHAIRMAN

It was proposed by Councillor Harmer, seconded by Councillor Dhaliwal and resolved that Councillor Burton should be elected as Chairman. Councillor Burton signed and accepted the office of Chairman for the Parish Council.

69. ELECTION OF VICE CHAIRMAN

It was proposed by Councillor Harmer, seconded by Councillor Dhaliwal and resolved that Councillor Page should be elected as Vice Chairman. Councillor Page signed and accepted the office of Vice Chairman for the Parish Council.

70. APOLOGIES FOR ABSENCE

None

71. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None

72. CHAIRMAN ANNOUCEMENT

- Councillor Burton welcomed Councillors, including Parish, District and County and all members of the public to the meeting.
- Councillor Burton acknowledged that Councillor Ramus, Jackman and Tippen had tendered their resignations in Sept 2022 which was accepted by the Clerk with immediate effect. Councillor Burton expressed her thanks to the retiring Councillors for all the hard work that has been undertaken over the years.
- A brief overview was given as to the circumstances of the resignations, including responses to informal concerns and the matter of a formal complaint that was received by the Parish Council. It was confirmed that the formal complaint was now resolved.
- All remaining Councillors are booked for Code of Conduct training, Councillor training and relevant specific training courses over the coming months.
- The Parish Council wished to thank those that were involved with the roll out of the Operation London Bridge Protocol which had to be implemented on 8th September 2022 due to the death of Her Majesty Queen Elizabeth II. Special thanks and recognition was given to Sally Ramus, Siobhan Hall, Lorna Carr and Shirley Morley, Peter Sims, Christine Page, Sam Chambers-Turner for their willingness and ability to implement the protocol under such quick circumstances. A formal letter of thanks has been received from Mrs Julie Spence, HM Lord Lieutenant for Cambridgeshire and will be displayed on the website.

73. OPEN FORUM

- A resident voiced concerns over the recent resignations and the loss of the knowledge that they possessed. They highlighted that the current Parish Council are relatively inexperienced compared with those with many years' experience. They also raised hopes that this Parish Council did not become fixated on one topic only and were considerate to other members of the community and other aspects that Parish Councils are responsible for.
- A resident asked the District Councillor where any more information was available about the farm on the outskirts of Fulbourn, at present there is no more information available.
- A resident brought forward that enquiries for a zebra crossing at the school had been deemed unfeasible by Highways. The question was asked whether there is anyway to gain more information. As this matter has been previously discussed by the Highways, Transport and Cycleways group, it was decided that the matter should be progressed in that Committee.
- A member of the public raised that communications to residents needs improvement through the website, warbler and noticeboard. It was also suggested that draft minutes should be made available before the next meeting. The village currently only has one noticeboard and maybe this should be considered for a future purchase. The Parish Council agreed to move this item to the Communication working group.

74. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the minutes of the meeting held on 28th July 2022 were approved and signed.

75. DISTRICT AND COUNTY REPORTS

County Councillor Daunton provided a report that was circulated to the Councillors prior to the meeting. Details of which are available on the website.

District Councillor Williams, Hoffman and Cone provided reports that were circulated to the Councillors prior to the meeting.

76. MATTERS ARISING/CHAIRMAN, COUNCILLORS AND CLERKS REPORTS INCLUDING CORRESPONDENCE

- A request has been received from the organiser of the lighting of the Christmas tree. This a village event where fireworks and refreshments are provided. As the event will be held very close to the next Parish Council meeting, it is suggested that contact should be made with the clerk as soon as possible.
- Councillor Page provided an update on the Parish Plan which was launched at the September Farmers Market. Names have been collected to create a steering group; due to other commitments this has not been explored. However, it is hoped that the group will meet sometime in the next few weeks.
- Councillor Harmer gave a report from the communications group, which also included the Parish Council Stall at the Farmers Market. It was said that the presence of the Parish Council at the market, allowed for residents to come and explore some the work that the Parish Council undertakes. It is suggested that the Parish Council will continue to have a stall on an ad hoc basis to promote community engagement. The communications working group are exploring opportunities to better inform residents

of the latest developments, including better use of the website, noticeboard and a new incentive which involves an app currently under design. It is hoped that more residents will come forward for the trial.

- Councillor Harmer provided a report on behalf of the Community Orchard. This included a request for funding for maintenance work. It was agreed to bring this forward to the next meeting.
- Correspondence has been received about fallen tree branches at the Station Road end of Toft Lane. The trees that are adjacent to the path are in poor condition and need maintenance work. It is unclear who the trees belong to, it appears that the roadway is access only to the water pumping station. The field adjacent belongs to the Diocese of Ely. Further investigatory work will continue to find the owner of the trees.
- Correspondence has been received about the flooding in Church Street. Councillor Daunton has previously been involved with the flooding in Great Wilbraham, so had made enquiries on the Parish Councils behalf. The gulleys will be jetted again next week and should be on a rolling program.

77. FINANCE INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- **It was proposed by Councillor Burton, seconded by Councillor Harmer and resolved that the bank reconciliation for July, August and September 2022 be approved.**
- The Clerk provided an update on the status of the transfer of the signatories on the Unity Trust Bank account. All documentation is with the bank, a wet signature copy of the minutes of this meeting are to be provided when available.
- It was proposed by Councillor Burton, seconded by Councillor Dhaliwal and resolved that powers be delegated to the Clerk to pay all outstanding accounts as soon as signatures are approved and log in details are available. A to pay account will be provided to all Councillors before payments are set up.

78. PLANNING

22/03836/HFUL 31 Temple End, Great Wilbraham. Single storey rear extension, following partial removal of existing rear garden room. Replacement windows around staircase. The Parish Council support this application.

22/04065/HFUL 2 Frog End, Great Wilbraham. Air Source Heat Pump less than 1m from boundary. The Parish Council have no comments on this application.

22/04162/PRIOR Crossways Farm, Great Wilbraham. Change of use of an agricultural building, the grain-store, to a flexible commercial use (falling with Class B8 Store or Distribution). The barn owner was present at the meeting and explained what type of storage could be anticipated. It was suggested that the barn would lend itself to caravan storage or local trade peoples for storage facilities, but both would be limited to interior of the barn only.

The Parish Council noted that a transport statement was needed to support application due to change of use. This was not uploaded on the Planning Portal at the time of assessing the application and so a full assessment could not be made. This would be forwarded to the Clerk. The Parish Council raised concerns about the type of vehicles that could use the area and the future wide range of possible uses under the B8 category. Once the change of use was agreed it would be impossible to control this. The Parish Council was minded to oppose the change of use, but was unable to make a final decision because of the unavailability of the Transport Statement.

CCC/22/057/FUL Wilbraham Chalk Pit, Mill Road, Great Wilbraham, CB21 4HH. Continued mineral extraction and progressive landfilling with inert waste. Use of land for processing waste and erection and use of a building for waste processing and transfer. Erection of an office and workshop for the maintenance of vehicles and associated bulking facility, wet processing facility and concrete base slab. And the provision of bore hole and wheel wash, parking and landscaping (part retrospective). Parish Councillors met with the applicants (Mead Construction) on site on 25th October 2022 to discuss the application. Mead Construction are a local family run company who have a good understanding of the concerns of villages in the area. The Parish Councillors informed them of the major concerns about HGV traffic through the villages. Mead provided reassurance that they understood concerns about HGV and other traffic but that there are no reason for traffic to access the chalk pit site other than by the A11, except where local work was being undertaken. They understood that there was an S106 agreement in place controlling routes that should be used to access the site. The company monitor HGV movements and would be willing to work closely with the village to ensure compliance, deal with any complaints and general support traffic issues.

The Parish Council agreed to support the application subject to the following conditions:

1. The Parish Council should have sight of the wording of the S106 agreement.
2. That Mead Construction would provide a named individual responsible for liaison with the Parish Council. The purpose of this liaison would be to ensure use of agreed routes by all drivers, monitor and ensure compliance, deal with complaints and generally support issues to do with HGV and other traffic in the village.

79. LOCAL HIGHWAYS IMPROVEMENT SCHEME

- Councillor Dhaliwal gave an update on the previous approved LHI scheme. Communication had been received from James Chapman at Highways asking for confirmation that the Parish Council were happy to proceed. Details will be circulated to members of Highways, Transport and Cycleways committee for discussion.
- It was suggested that any future application for LHI funding or the privately funded Local Highways Improvement should be considered by the Highways, Transport and Cycleways committee. It was highlighted that due to the successful bid for last years LHI funding, the PFLHI should be looked at again to make sure it compliments the already awarded scheme.
- The Parish Council have been approached to support an application by TWG to Low Carbon for purchasing another 3 MVAS units. **It was proposed by Councillor Burton, seconded by Councillor Dhaliwal that the TWG could make an application for a 3 further MVAS units to the grant funding of Low Carbon.**

80. COMMITTEES AND WORKING GROUP

Due to the resignations of previous Councillors it was necessary to reallocated members of the Parish Council to the specific committees and working groups, this will be reviewed once more .

Committees

Finance	Councillors Burton, Dhaliwal and Page
Highways, Transport & Cycleways	Councillors Dhaliwal, Page and Burton
Human Resources	Councillors Page, Harmer and Dhaliwal
Trees & Biodiversity	Councillors Harmer, Burton and Dhaliwal

Working Groups

Communication	Councillors Dhaliwal and Harmer
Parish plan	Councillors Burton and Page
Common Rights Holders	Councillors Page and Harmer

Representatives to other groups

Memorial Hall	Councillor Burton
Wellbrahams	Councillor Burton
WEG	Councillor Harmer
TWG	Councillor Dhaliwal

81. COMPLAINTS PROCEDURES

This matter was deferred until the next meeting. Some rewording is required to make the policy clearer.

82. CO-OPTION

The Clerk discussed the requirements for co-opting members to the Parish Council and discussed the process. It was suggested that the HR Committee should form a sub working group which all Councillors and Clerk should actively be involved in to recruit new members to the Parish Council.

83. TOFT WAY

Correspondence had been received about the state of the footpath down Toft Way that appears to be cracking and losing the top surface, concerns were raised that those using mobility aids would find the area unsuitable to use. As this is a Highways matter this be raised on the Highways portal. The resident was also concerned that low lying branches are causing a risk for the path users. It was agreed that this matter would be passed to the Trees and Biodiversity group for investigation.

84. AGENDA FOR THE NEXT MEETING

Cherry Trees, Frog End

Community Orchard

Complaints Procedure

Request for help with funding of annual tree lighting

Items for inclusion on next month's agenda to be sent to the clerk 7 days before the meeting

85. DATE OF NEXT MEETING

Next Full Council Meeting will be held on 7.30pm on 17th November 2022.

Meeting closed at 9.25pm.