**MINUTES OF GREAT WILBRAHAM PARISH COUNCIL**

**MEETING NUMBER 6**

Held at Wilbraham’s Memorial Hall on 13th December 2022.

**Present**: Councillor Hilary Burton; Councillor Chris Page; Councillor Sam Dhaliwal; Councillor James Harmer; District Councillor Graham Cone.

2 Members of the public.

**Members: 4 Quorum 3**

**Clerk:** Mrs S Chambers-Turner

Meeting opened at 7.30pm

1. **APOLOGIES FOR ABSENCE**

Councillor Kolind

1. **MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS**

**FOR DISPENSATION**

None .

1. **OPEN FORUM**

None

1. **TO APPROVE MINUTES OF PREVIOUS MEETING**

**It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the minutes from the meeting held on 17th November 2022.**

**Should be approved and signed.**

1. **DISTRICT AND COUNTY REPORTS**

County Councillor Daunton provided a report that was circulated to the Councillors prior to the meeting.

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

Full reports are available from the Website or upon request from the Clerk.

1. **MATTERS ARISING/CHAIRMAN, COUNCILLORS AND CLERKS REPORTS INLCUDING**

**CORRESPONDENCE**

* The Parish Council have received correspondence from South Cambridgeshire MP Lucy Frazer with reference to the Six Oaks Renewable Energy Park planning application. This application has been made to East Cambridgeshire District Council and as of yet the Parish Council have not been notified. In her capacity as the MP for the area, Lucy was inviting the Parish Council to submit any thoughts on the application.
* A letter from the Leader of South Cambridgeshire District Council has been received which invited the Parish Council to co-sign the letter being sent to the new Rail Minister about the development of east-west rail link. Action: Clerk to circulate to all Councillors.
* Low Carbon have made contact with Clerk to discuss the application made by the TWG for MVAS units. They were seeking clarity that the Parish Council are in accordance with the application to their scheme. Action: Clerk to confirm that the Parish Council wish to proceed with the application.

1. **FINANCE INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**
2. **It was proposed by Councillor Burton, seconded by Councillor Dhaliwal and resolved that the Bank Reconciliation for November be approved.**
3. **It was proposed by Councillor Page, seconded by Councillor Dhaliwal that December accounts should be paid.**
4. The Finance Committee gave a brief report on the budget review for 2023/24.
5. **It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the Precept for 23/24 should be set at £33,282.00.**
6. **PLANNING**

**22/04676/HFUL, 22/04677/LBC**, 27 Temple End, Great Wilbraham. Replacement

single storey rear extension, removal of front porch and minor alterations to house.

Repair and conversion of Dovecote. The Parish Council reviewed this application in

detail, and praised the applicant’s attention to detail for the application. The

Parish Council therefore wish to support this application. **Action:** *Clerk to record the*

*Parish Council’s response on the planning portal.*

**22/1357/TTPO,** 42 High Street Great Wilbraham Cambridgeshire CB21 5JD. [Ivy Covered Cypress - Fell - Extensively covered by Ivy throughout crown. Poor aesthetically and exposed to failures following failure of adjacent tree.](https://applications.greatercambridgeplanning.org/online-applications/applicationDetails.do?activeTab=summary&keyVal=RLJR1HDXH0U00&prevPage=inTray) The Parish Council have no comment.

**22/1378/TTPO**, Land At The Rear Of 26 Temple End Great Wilbraham Cambridgeshire CB21 5JF. [Woodland to Rear of Property T1 & T2 Ash Reduce height by 3.5m and shorten lateral branches to rebalance crowns Trees are now getting very large and overhang green house and allotment area of two neighbouring properties, there has been some limb failure which is of concern Owners of trees have given permission for work to be carried out](https://applications.greatercambridgeplanning.org/online-applications/applicationDetails.do?activeTab=summary&keyVal=RLT33QDXH5600&prevPage=inTray). The Parish Council have no comment.

**22/1421/TTPO**, Frog End Great Wilbraham Cambridgeshire Proposal: Group of hazardous Elm - One stem already fallen T1 Elm with 30-40% Die-back and dead lateral branch T2 Dead Elm stem - upper part already lost. Ivy covered T3 Elm with total asymmetry and apical stem missing. No die-back as yet. The Parish Council support the application as concerns have previously been raised about the safety of the area. The Parish Council are to check that this includes all the trees that have been noted as dangerous on this site.

1. **COMMUNICATIONS**

Councillor Harmer gave the Parish Council an update from the Communications group. It was discussed that many areas of the communications and software requires attention. It was noted that arrangements are required to ensure the safety of the Parish Councils information and that the system should be secure. A quotation had been received from Microshade who are able to offer a network system for Parish Councils, which would ensure that the Parish Council’s information is stored securely while providing the licenses for the end user. It was also noted that the contract for Scribe accounts will be finishing at the end of the financial year, and it was suggested by the Clerk that the move is made to Rialtas Accounting software, for a more comprehensive accounting package. Councillor Kolind will be meeting with the Clerk to discuss the requirements for Councillors and pursue other options in relation to website provision. It was proposed by Councillor Harmer, seconded by Councillor Dhaliwal and resolved that the quotations from Microshade and Rialtas be accepted and arrangements are made to have the transition completed before the end of the financial year. Councillor Harmer also gave a brief update on the Notify app, which aims to provide the community with bulletin type information. Councillor Burton and the Clerk raised that information that is shared should be lawful and within the scope of information that is permitted to be shared before going to full council. The trial is due to start in the new year and a small-scale trial will be undertaken within the Parish Council in the meantime. Councillor Cone asked whether it would be possible for them to be included in the trial as this is something that other parish councils may be interested in. The communications group have also looked at the current website provision and it is suggested that a total review needs to be conducted to ensure that the content is accurate, informative and user friendly. Councillor Kolind will be working with various organisations including Little Wilbraham Parish Council to ensure that the provision is suitable for all users.

1. **SOFTWARE PROVISION**

Discussed as part of the previous item.

1. **CARPENTERS ARMS**

It was discussed that the response from the formal letter is not expected until 16th December 2022. However, it was suggested that the next stage should be a more formal in person discussion to clarify the position of the pub and the Parish Council. **Action:** *Clerk to wait until after the deadline and then arrange a face-to-face meeting with the pub and members of the Parish Council.*

1. **AGENDA FOR THE NEXT MEETING**

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

1. **DATE OF NEXT MEETING**

**19th January 2023 at Wilbrahams Memorial Hall**

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

*meeting.*

**Meeting closed at 9.10pm.**