**MINUTES OF GREAT WILBRAHAM PARISH COUNCIL**

**MEETING NUMBER 8**

Held at Wilbraham’s Memorial Hall on 16th February 2023.

**Present**: Councillor Hilary Burton, Councillor Chris Page, Councillor James Harmer, County Councillor Claire Daunton, District Councillor John Williams, District Councillor Graham Cone

7 Members of the public.

**Members: 3 (Quorum 3)**

The Meeting opened at 7.31pm

1. **APOLOGIES FOR ABSENCE**

Councillor Kolind, Councillor Dhaliwal, Parish Clerk Chambers-Turner

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 Page, seconded by Councillor Harmer and resolved that the minutes from Meeting 7 held on 19th January 2022, with one minor amendment, 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. Councillor Burton thanked Councillor Daunton for everything that she does for the village. Details of the 20mph speed limit application process were explained; final approval or rejection would be made by the Highways Committee in July. A meeting between GCP officers and both Wilbrahams parish councils would take place shortly, to discuss the Eastern Access proposals.

Both District Councillors had provided reports that were circulated to the Councillors prior to the meeting. Councillor Williams related that Queens Farm had been visited recently by the Compliance Team, which concluded that the Farm was compliant with the planning conditions related to the storage of vehicles. Regarding the Carpenters Arms carpark, Councillor Williams stated that the Pub was compliant with the conditions set out at the time that planning permission was granted. Councillor Burton asked that a written report be provided for the Parish Council by the District Council Compliance Team. Councillor Williams agreed to request this. It was agreed that the Chestnut Group would be invited to attend the next Parish Council meeting at which lighting, signage for disabled parking spaces and the yellow lines would be discussed.

 *Action: Councillor Burton*

Councillor Cone highlighted the various consultations that were taking place, covering a variety of issues. The location of the eastern park & ride site was discussed and the Parish Council was encouraged to state its opinions about ease of access in responding to the consultation. Councillor Cone agreed to send details of link for residents to request street cleaning.

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

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

**CORRESPONDENCE**

1. Correspondence had been received about the Cambridge East Community Forum, which councillors were encouraged to attend.
2. A notification about tree works had been received, which necessitated asking for more time for the Parish Council to respond. *Action: Clerk*
3. **FINANCE INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**
4. It was proposed by Councillor Page, seconded by Councillor Harmer and resolved that the Bank Reconciliation for December be approved.
5. There were some accounts for payment, including that to Morelock for the MVAS, but no invoices had been presented due to the Clerk’s absence. These would be reviewed by Councillor Burton before payment is agreed. *Action: Councillor Burton*
6. **TREES AND BIODIVERSITY**
	1. **Trees on Frog End.** The Parish Council discussed the proposal to fell 3 Bird Cherries in Frog End. This had been agreed in principle with Highways, who were willing to cover the costs. The trees were planted in 1972 and have grown to a large size and are creating problems for residents in Frog End and by impacting on the highway. One tree is now diseased (bracket fungus); all trees have strong superficial roots that are causing damage to the boundary walls of properties and one tree has been shown to be infiltrating the foundations of a property. It is proposed and has agreed by Highways to fell all three trees and replace 2 for one with smaller trees more suitable for the position.
	2. Members of the Parish Council noted that it was unfortunate to fell mature trees and were conscious that this was likely to invoke strong feelings in the village. Advice had been sought, including from the Parish Tree Warden. This included: that bird cherries are not a native species; that the trees were too big and therefore unsuitable for this position; that they had been planted in 1972 and essentially never maintained at a reasonable size; that the lifespan of Bird Cherries would likely be restricted to only another 20-30 years; that cherries do not take well to pruning; that extensive root pruning (to protect building foundations) would be extremely expensive.
	3. It was agreed that the Parish Council needed to take a balanced view, in particular limiting the exposure of the Council to the potential expense of litigation due to property damage. It was agreed that the trees should be felled and that the tree warden should be asked to work with the Clerk and Highways to agree the contracts and with WEG to decide on alternatives; this should be agreed with the Parish Council and with Highways. The Council also noted that it would be important to communicate with the local residents and other concerned organisation and individuals in the village. The Chairman and Clerk will work with the Tree Warden on the necessary communication.

 *Action: Clerk, Chairman, Tree Warden*

* 1. **Trees on Toft Lane.** The Parish Council also discussed the group of dead and dying elms that are in the hedgerow at the bottom of Toft Lane. During Autumn 2022, one tree in the hedgerow had already fallen across the neighbouring property causing damage to the fence and garden. This was dealt with by the Diocese who acknowledged responsibility for that boundary. The trees under consideration at the bottom of Toft Lane are in a wide area of hedgerow on the corner of land owned by UKPN (sold some time ago by the Diocese). The Parish Council has attempted to discover ownership and responsibility for this hedgerow, but ownership has been denied by Highways, the Diocese, UKPN and Anglia Water (who own part of the lane). As the trees are in a dangerous state, it has been decided that the Parish Council should 1) inform Highways that it would arrange to have them felled 2) arrange and pay for them to be felled, if possible, under the same contract with the Bird Cherries.  *Action: Parish clerk, Tree Warden*
1. **MVAS**
	1. The 3 MVAS would be delivered once Morelock receive payment. Training would be provided by the supplier. The TWG was seeking volunteers to attend.
	2. A meeting had been sought with James Chapman to discuss the location of the 3 posts, to be supplied as part of the 2021 LHI project. This needed to be pursued, as no date had yet been set. *Action: Councillor Dhaliwal*
2. **CARPENTERS ARMS**

Covered under Item 148

1. **COMMUNICATIONS**

A comprehensive report had been written for the Warbler. A report on the Notifi trial would be presented at the next meeting.

1. **CORONATION**
2. Working with the Little Wilbraham and Six Mile Bottom Parish Council, the Memorial Hall Committee and the Church, it had been decided that the sequence of events set out by Buckingham Palace would be followed; a Beacon lighting ceremony and other activities in Little Wilbraham on the Saturday, a Church service and street parties on the Sunday and volunteering followed by entertainment on the Rec on the Monday.
3. The Parish Council would support the street parties with ideas and resources, and encourage residents to engage in the volunteering on Monday. A local project was being sought; ideas would be gratefully received. A photographic record of the various events, and of the 3 villages’ population, would probably be created. Bunting could be made locally.
4. **A budget will be needed: a facility of £1000 was proposed by Councillor Page, seconded by Councillor Burton and resolved.**
5. **SOFTWARE PROVISION**

There was nothing to report.

1. **HIGHWAYS, TRANSPORT AND CYCLEWAYS**
2. A resident had asked that they be notified ahead of the occasional visits by the street cleaning vehicle, so that residents could move their cars. SCDC was unable to provide specific dates and times. It was possible however to make an online request for a visit by the vehicle; this might provide an answer to the Angle End resident’s problem. Details would be put on the Website. *Action: Parish Clerk*
3. A resident raised concerns that the current arrangements regarding access to Toft Way by vehicles in the event of an emergency were now inadequate as householders that were key-holders were no longer available 24/7. As an urgent measure it was agreed that each of the households should have keys to the current padlocks. Each would also receive a letter from the Parish Council, which owns the right of way, detailing the circumstances under which these keys could be used and the arrangements that would be put in place. *Action: Councillor Harmer to liaise with the Parish Clerk*
4. Councillor Williams noted that the Parish’s Emergency Plan should give details of how Emergency Services can gain access. There was a need to establish whether any such plan existed. *Action: Councillor Harmer to liaise with the Parish Clerk*
5. **WILBRAHAMS REFUGEE SUPPORT (WRS)**

WRS now had its own bank account, so the funds held in the Parish Council’s account could be moved. The application for charitable status continued to be work in progress. Consideration was being given to the possibility of housing a second family in the village if suitable accommodation could be found.

1. **ANNUAL PARISH MEETING (APM) – 7.30pm 30th MARCH 2023**
2. It was planned that the APM will be made more interactive this year, with special interest groups or topics allocated space within the Memorial Hall to enable residents to gain information, develop understanding and contribute ideas.
3. Village groups had been sent a questionnaire to complete, which will enable the Parish Council to compile and distribute a consolidated report ahead of the meeting. There will be a mailing distributed to households ahead of the event, to stimulate interest and encourage attendance.
4. **A budget of up to £300 was proposed by Councillor Burton, seconded by Councillor Page and resolved, to cover the cost of refreshments and sundry expenses.**
5. A check of the licensing requirements would need to be made, as alcohol will be served. *Action: Parish Clerk*
6. **CiLCA**

The Councillors agreed that a letter should be sent to the Parish Clerk, congratulating her on achieving the Certificate in Local Council Administration qualification.

 *Action: Councillor Burton*

1. **MOTION TO EXCLUDE**

The members of the public attending the meeting were asked to leave, to enable the Parish Council to discuss exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended)

1. **CLERKS REVIEW**

*xxxxxxxx*

1. **AGENDA ITEMS FOR THE NEXT MEETING**

Any business or payments to be considered at the next meeting of the Parish Council must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting, i.e. by 7.30pm on Thursday 9th March 2023.

1. **DATE OF NEXT MEETING**

16th March 2023 at the Wilbrahams Memorial Hall

The Meeting closed at 9.40pm