**MINUTES OF GREAT WILBRAHAM PARISH COUNCIL**

**MEETING NUMBER 15**

Held at Wilbraham’s Memorial Hall on 15th June 2023.

**Present**: Councillor Hilary Burton; Councillor Chris Page; Councillor James Harmer; Councillor Rob White, County Councillor Claire Daunton; District Councillor Graham Cone.

0 Members of the public.

**Members: 5 Quorum 3**

**Clerk:** Mrs S Chambers-Turner

**Meeting opened at 7.35pm**

1. **APOLOGIES FOR ABSENCE**

District Councillor Williams, Councillor Kolind

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

**FOR DISPENSATION**

None.

1. **OPEN FORUM**

None**.**

**It was proposed by Councillor Burton, seconded by Councillor Page and resolved that item 243 be moved forward to be discussed after the completion of item 233.**

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

**It was proposed by Councillor Page, seconded by Councillor White and resolved that the minutes from meeting 14 held on 25th May 2023 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. Additionally, Councillor Daunton reported:

* That works to the gated entrances to the village has been delayed because of the school buses, and was more likely to commence after the end of term.
* The incident involving a school bus in the village was ongoing, but reminded the Council that incidents involving school transport should be reported via the Clerk.
* Action on Energy has secured government funding to deliver home energy efficiency improvements across Cambridgeshire. To support homeowners, landlords (and by extension residents) whose properties are not heated by mains gas.
* Concerns have been raised locally about the shopper bus not arriving at the expected time.

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 INCLUDING**

* The Clerk wished to thank County Councillor Daunton for their input to the Greater Cambridgeshire Partnership Joint Assembly meetings.
* The hedge near the school needs cutting as it never gets cut back to the boundary. It was suggested that it is responsibility of the field owner. There are also low hanging branches on the approach from Little Wilbraham.

1. **FINANCE INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**
2. **It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the Bank Reconciliation for May 2023 be approved.**
3. **It was proposed by Councillor Page, seconded by Councillor Burton that the June accounts should be paid. Action:** *Clerk to set up payments for authorisation by Councillor Burton and Councillor Page.*
4. **It was proposed by Councillor Page, seconded by Councillor Harmer and resolved to approve the year end accounts for 22/23 and that the AGAR should be signed by the Chairman.**

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| **Payee** | **Description** | **Net** | **Vat** | **Gross** |
| Mrs S Chambers-Turner | Clerks Salary June |  |  | **Confidential** |
| Opus | Street Lighting | £153.96 | £8.10 | £162.06 |
| HSA | Payroll | £12.20 | £2.40 | £14.40 |
| GCM | Grass Cutting | £397.20 | £79.45 | £476.65 |
| ICCM | Membership | £95.00 | £0.00 | £95.00 |
| LW & SMB | Warbler Share | £670.67 | £0.00 | £670.67 |
| Burwell Print | Warbler Printing | £851.77 | £0.00 | £851.77 |
|  |  | **£2180.80** | **£89.95** | **£2270.55** |

1. **PLANNING MATTERS**

**23/01939/S73,** Land North of Newmarket Road, Fen Ditton. To vary condition 1 of

reserved matters application 20/02569/REM (Reserved matters application as part of

phase 1B pursuant to condition 5 of outline planning permission S/2682/13/OL dated

30th November 2016 for detailed access, appearance, landscaping, layout and scale

for the creation of 308 new homes, non-residential floor space, laying out of playing

fields, open space, allotments, associated infrastructure and internal roads to replace

six two storey houses (C2 and C3) within phase 1b with three storey houses and to

replace five carports with garages. **The Parish Council have no comments.**

**23/02198/LBC** 23 High Street, Great Wilbraham. Low pressure cleaning of internal

beams currently painted with black and brown covering. **The Parish Council have no**

**comments.**

1. **ACTION PLAN**
2. It was discussed that a working group to form an Action Plan for Great Wilbraham would be needed**. It was proposed by Councillor Page, seconded by Councillor White and resolved that a working group would be formed.**
3. It was discussed that a review of the Parish assets would need to take place, this involves a walk around the village to ensure that all assets are in good condition and suitability insured. Councillor Burton will take the lead on this project and will arrange a meeting date with the Councillors involved.
4. **JUBILEE BENCH**

**It was proposed by Councillor Page, seconded by Councillor Burton and resolved that a bench to commemorate the Queen’s Platinum Jubilee should be purchased up to the value of £1000.** Councillors were reminded that permission would need to be sought should the bench be placed on Highways land.

1. **TREES & BIODIVERSITY**

* Councillor White is now taking the lead as the liaison between the Parish Council and WEG. The intention is to move forward with Parish Online to map the environmental assets.
* A meeting is being arranged between Bottisham, Little Wilbraham and Six Mile Bottom and Great Wilbraham Parish Councils to discuss the Six Oaks Solar Farm and the possibility of a Community Benefit scheme. Councillors White, Burton and Kolind will be Great Wilbraham’s representatives.
* The ditches on Pond Corner and in the Cemetery are still requiring clearance to aid with the surface drainage from the roads. Councillor White will pursue another potential contractor. **Action**: *Clerk to send Councillor White details of the requirements.*

1. **CEMETERY**

It was raised that work was still necessary on the cemetery rules and regulations and that this was important to sort as soon as practicable. It was therefore suggested that the Clerk arranges time to meet with the working group to establish the necessary arrangements.

1. **CO-OPTION**

**This item was moved to after item 233.**

Andy Martin has expressed an interest in becoming a Parish Councillor and it was confirmed that they met the eligibility criteria. **Therefore, it was proposed by Councillor Page, seconded by Councillor Harmer and resolved that Andy Martin be co-opted to 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**

**11th July 2023 at Wilbrahams Memorial Hall**

**Meeting closed at 9.53pm**