

## **MINUTES OF GREAT WILBRAHAM PARISH COUNCIL**

### **MEETING NUMBER 25**

Held at Wilbraham's Memorial Hall on 10<sup>th</sup> September 2024

**Present:** Councillor Hilary Burton; Councillor Andy Martin; Councillor Rob White; Councillor James Harmer; Councillor Dave Crowther.

In attendance: County Councillor Claire Daunton; District Councillor Graham Cone.

**Members: 7 (1 vacancy) Quorum 3**

**Clerk:** Mrs S Chambers-Turner

**Meeting opened at 7.30pm**

#### **391. APOLOGIES FOR ABSENCE**

Councillor Chris Page

#### **392. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION**

None.

#### **393. OPEN FORUM FOR PUBLIC PARTICIPATION**

**A member of the public was present to raise:**

- The Cemetery.

#### **394. TO APPROVE MINUTES OF PREVIOUS MEETING**

**It was proposed by Councillor White, seconded by Councillor Harmer and resolved that minutes of 9<sup>th</sup> July 2024 be signed as a true record.**

#### **395. DISTRICT AND COUNTY REPORTS**

Councillors Williams, Hofman, Daunton & Cone provided reports that were circulated to the Council in advance of the meeting and are available from the Parish Council's website. In addition:

- Councillor Daunton reported that the new bus route is expected to start on 29<sup>th</sup> November 2024.
- Bensteads End roadway has now been repaired. Footpath still to be completed.
- 20mph Local Highways Improvement scheme decision is still awaited.
- The Greater Cambridgeshire Partnership are holding a Joint Assembly meeting on 12<sup>th</sup> September which will include recommendations for the new Park and Ride site on Newmarket Road and will also discuss updates on the Greenways.
- A recent meeting between the Parish Council and Highways had taken place and Officers will be carrying out some investigations on Church Street/Angle End.
- Councillor Cone reported that enquiries had been made about alternative methods of disposal of vapes. Unfortunately, at present there are no plans to have kerbside recycling so vapes should be taken to retailers offering a collection service and not placed in any of the bins.

#### **396. MATTERS ARISING/CHAIRMAN, COUNCILLORS AND CLERK REPORTS**

- Acknowledgement of end of the Farm Tenancy Agreement for the gravel pits has been received and will finish on 31<sup>st</sup> December 2025.
- The Clerk has deposited several minute books dating back to the 1950's into Cambridgeshire Archives at Ely.
- The Parish Council have changed payroll provider and will no longer be using HSA Ltd, but will be using LCS Bookkeeping.
- A planning application was received last minute for change of use of Great Wilbraham Hall.

### 397. FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

a. It was proposed by Councillor Burton, seconded by Councillor Martin and resolved that bank reconciliation for July & August 2024 be approved.

#### b. Receipts

The following payments had been received:

Warbler Receipts: £290.00

Parish Land Rental: £920.47

c. It was proposed by Councillor Burton, seconded by Councillor Harmer and resolved that the outstanding accounts for September be approved. Action: Clerk to set up payments for authorisation.

Method	Payee	Item	Net	VAT	Total
BACS	S Chambers-Turner	Clerk Salary September			Confidential
BACS	Nurture	Grass Cutting	£1,024.07	£204.81	£1,228.88
BACS	Simon Handyman	Grass Cutting Rec	£250.00	£0.00	£250.00
BACS	Simon Handyman	Grounds works Cemetery	£250.00	£0.00	£250.00
BACS	Memorial Hall	Solar Panel Contribution	£1,025.00	£0.00	£1,025.00
BACS	Burwell Print	Autumn Edition	£641.52	£0.00	£641.52
BACS	CAPALC	Internal Audit	£171.60	£0.00	£171.60
BACS	Parish Online	Subscription	£42.00	£8.40	£50.40

### 398. RIDGE CLEAN ENERGY

The draft agreement between Ridge Clean Energy and parishes of Great Wilbraham, Bottisham, and Little Wilbraham & Six Mile Bottom has been reviewed and comments have been returned to Ridge Clean Energy. It is expected that the works will commence in late 2025 with the view of generating energy by 2027. The Parish Council wishes to express their thanks to Nick Toovey who has been dealing with the legalities of the contract.

### 399. PLANNING MATTERS

None

### 400. CEMETERY

- The Cemetery and Orchard Working group has held two meetings to discuss improvements for the site. The group has been working with the grass cutting contractors and the local handyman to address some areas of concern. A working party has been arranged to carry out more maintenance including work under the

trees in the Orchard. It has been arranged for the spoil heap to be removed and that Funeral Directors be instructed that all spoil is to be removed. The Working Group will continue to make recommendations for improving the area and investigate any source of grant funding for Biodiversity projects.

- The Clerk has investigated the option of making the ditch larger to handle the surface water from Church Street/Angle End. It appears that the Parish Council may need a Certificate of Lawfulness from the Planning Authority. A local business has offered to carry out the work free of charge, but would require exact specifications from the Parish Council. The Clerk will make a submission to the Planning department to request the relevant permissions. The adjacent land has already pull-out ditches to ease the amount of run off from the road.

#### **401. GRASS CUTTING CONTRACT**

- Councillor White had prepared the grass cutting contract with the help of the Wilbraham's Environmental Group and circulated to all members prior to the meeting. It was agreed that the Clerk should seek 3 quotations for the 2025 season. **Action:** *Clerk to seek the quotations and bring back to a future meeting.*
- In larger areas where the grass is left uncut, it will be discussed by the Environmental and Biodiversity group about planting wildflower mixes and recommendations will be put to Full Council for decision.

#### **402. HIGHWAYS, TRANSPORT AND CYCLING COMMITTEE**

- The Committee has had a meeting with the Mill in Fulbourn to discuss reducing the HGV movements between 7pm and 7am. Initial discussion was met receptively by the Mill and the Committee will continue working together to seek sensible solutions.
- David Richer has been in discussion with Haddenham Parish Council who have experienced similar problems with HGV traffic.
- A HGV covenant has been drafted.
- An onsite meeting had been held with Highways at the school to discuss potential improvements for safety. The Highways Officer highlighted that not all methods of safety improvement would be appropriate for the area due to the complex nature of the junctions. Therefore, it was agreed that the Officer would investigate what methods would be appropriate for the area and provide an approximate costing.
- The Parish Council will respond to the Active Travel Hierarchy consultation and Bus Franchising Consultation.

#### **403. ENVIRONMENTAL**

- Terms of reference have been drawn up for the Environment and Biodiversity working group, membership will include Councillors Burton, White, Harmer and Page and the Clerk. **It was proposed by Councillor White, seconded by Councillor Martin and resolved that the terms of reference for the group be approved.**
- A quotation had been received to carry out the Parish Councils tree audit. **It was proposed by Councillor White, seconded by Councillor Martin and resolved that the quotation be accepted and that quotations will be sought for trees works to be carried out in the absence of a meeting in October.**

**404. COUNCIL ADMINISTRATION**

It was agreed that the Clerk was due a performance review and a date will be set upon the return of Councillor Page.

**405. WEBSITE**

A meeting has taken place with members of Little Wilbraham & Six Mile Bottom Parish Council and Great Wilbraham Parish Council to discuss the current website and requirements for building another site. It was recommended by the Working Group that a Wix based site would be adapted for the needs of the Parish Councils and initially this would focus on those regulated aspects. Councillor Alan Cody from Little Wilbraham and Six Mile Bottom has already undertaken an analysis of the current provision and has made suggestions as what needs to be improved upon. Councillor Cody will build a mock-up of the site and share with the working group when it is ready. The working group will continue to focus on the requirements of the Parish Councils before looking at how the community side can be featured within the site.

**RESIGNATION OF COUNCILLOR JENS KOLIND: It was noted that Jens Kolind has resigned from the Parish Council. The Clerk was asked to draft a formal letter of thanks for his service**

**AGENDA FOR THE NEXT MEETING**

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

*Date for finance meeting, budget approval, and co-option.*

**406. DATE OF NEXT MEETING**

7.30pm, 12<sup>th</sup> November 2024 at Wilbraham's Memorial Hall.

**Meeting closed 9.33pm**