

## MINUTES OF GREAT WILBRAHAM PARISH COUNCIL

### MEETING NUMBER 28

Held at Wilbraham's Memorial Hall on 14<sup>th</sup> January 2025.

**Present:** Councillor Hilary Burton; Councillor Andy Martin; Councillor Rob White; Councillor Chris Page; Councillor James Harmer.

In attendance: County Councillor Claire Daunton. .

Members of the public: 6

**Members: 7 (2 Vacancies) Quorum 3**

**Clerk:** Mrs S Chambers-Turner

**Meeting opened at 7.30pm**

#### **432. APOLOGIES FOR ABSENCE**

District Councillor Graham Cone; District Councillor John Williams.

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

None.

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

**Members of the public were present to raise:**

- Agenda item tree audit.

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

**It was proposed by Councillor White, seconded by Councillor Harmer and resolved that minutes of 12<sup>th</sup> November 2024 be signed as a true record.**

**It was proposed by Councillor Burton, seconded by Councillor Harmer that Item 443 to be brought forward for discussion at the end of this item.**

#### **436. 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 work will be undertaken to look into drainage issues on Church Street and High Street, around the pond area on 20<sup>th</sup> January 2025. Road closures will be in effect and details have been shared with the school and local businesses. Details are also be displayed on the village website and it was suggested that it be shared on the Facebook page.

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

Devolution and local government reorganisation

- Correspondence had been received from South Cambridgeshire District Council in regard to devolution and local government reorganisation.

#### **438. FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS**

- a. It was proposed by Councillor Page, seconded by Councillor White and resolved that bank reconciliation for November and December 2024 be approved.**

## b. Receipts

The following payments had been received:

Allotment Income: £20.00

Bank Interest : £490.80

- c. **It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the outstanding accounts for January be approved. Action: Clerk to set up payments for authorisation.**
- d. The Responsible Financial Officer and the Finance Committee have been preparing the budget for 25/26 and made recommendation to the Full Council. **It was proposed by Councillor White, seconded by Councillor Burton and resolved that the proposed budget for financial year 25/26 be approved.**
- e. **It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the precept request for 25/26 be set at £38,500. Action: Clerk to submit precept request to South Cambs District Council.**

| Method | Payee             | Item                        | Net      | VAT | Total        |
|--------|-------------------|-----------------------------|----------|-----|--------------|
| BACS   | S Chambers-Turner | Clerk Salary December       |          |     | Confidential |
| DD     | PWLB              | Public Works Loan Repayment | £2364.76 |     | £2364.76     |
| BACS   | S Chambers-Turner | Home Working Allowance      | £150.00  |     | £150.00      |

## 439. RIDGE CLEAN ENERGY

The wet signature copy of the agreement between the parishes of Great Wilbraham, Bottisham, and Little Wilbraham & Six Mile Bottom has now been received. The Parish Council wishes to express their gratitude to Nick Toovey for everything that has been done to secure the Community Benefit Agreement. **Action: Clerk to scan the signed documents for the electronic filing system and retain the originals.**

## 440. PLANNING MATTERS

### **Planning Applications**

**24/04750/HFUL** 17 Frog End Great Wilbraham. Demolition of conservatory. Conversion of garage to habitable space with glazed link to main dwelling house. The Parish Council have no comments other than consideration should be given to the traffic management given the location of the development. **Action: Clerk to record comment on the Planning portal.**

**25/0034/TTCP** 6 Chapel Meadows, Great Wilbraham. The Parish Council feel that this application may have been completed in error due to the size of the trees. The Parish Council have no other comments to be made. **Action: Clerk to record comment on the planning portal.**

## 441. CEMETERY

- A meeting was held between Highways, the Parish Council and a Senior Planning Officer from South Cambridgeshire District Council at the beginning of January. The outcome of the meeting indicates that the Parish Council do not require

planning permission to extend the ditch. Additionally, a valve had been located in the land adjacent to the Cemetery on a ditch area, the purpose of this valve is unclear at this stage. However, detailed investigations on drainage are due to take place in the week commencing 20<sup>th</sup> January on Church End and Pond Corner. It is hoped that this work will help with seeking a resolution for the additional run off in the Cemetery. In the meantime, it was agreed that the ditch would be extended as soon as the weather improved as a short term solution.

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

- The Parish Council have submitted an application Local Highways Improvement complex scheme for 24/25 to seek funding to improve the crossing at the school. At present there has been no decision on what improvements can be made, but the application is to seek funding and assistance with drawing up a suitable solution.
- Councillor Page provided the Parish Council with an update from the HTC Committee which included:
  - Next meeting is due to be held on 23<sup>rd</sup> January 2025.
  - Triangle at Mill Road/High Street
  - News about the delivery of the 20mph limit is due very soon.
  - Feasibility studies have been out on potential cycling routes which are expected this month.
  - The Mill have pledged £5,000 towards any safety improvements at the school.
  - Councillor Daunton suggested that contact should be made with District
  - Councillor Williams about the subsidy of the number 18 shopper bus to ensure a form of service for the locality in the meantime.

#### **443. ENVIRONMENT AND BIODIVERSITY**

Residents were present to discuss the recent tree audit and proposed works to be carried out in the Temple End/Angle End area. Concern had been raised in writing about specific trees and the works that are being proposed. The Parish Council went through the proposed list of works and an agreement was reached over specific works. Details of the trees works required will be able as separate document on the parish councils website. Concern was also raised about the communication and procedure for seeking permission for trees works, it was clarified by the clerk that the procedure does not commence until the works have been agreed, and a contractor has been appointed. **It was therefore proposed by Councillor Burton, seconded by Councillor Page and resolved that the tree works proposal would be put out to tender. Action: Clerk will notify the residents group when planning permission is being sought.** During the tree audit various trees at the edge of the Cemetery had been identified as requiring tree works. It is not the responsibility of the Parish Council to carry out these works, but details of the tree audit will be shared with the landowner. **Action: Clerk to send information relating to the area adjacent to the Cemetery to the landowner.**

#### **444. COMMUNITY MATTERS**

- Information has been received about the proposed bus route through Great Wilbraham. Due to contractual difficulties there has been a delay in delivery of

the service. It is now expected that the earliest that the new route could be introduced will be May 2025. The Parish Council will be continuing to liaise with the relevant authorities to ensure that the service is delivered. It was suggested that the Parish Council need to publicise the delay in the bus stops and on the social media sites. Action: Councillor Harmer to create the publicity.

**445. COUNCIL ADMINISTRATION**

The Parish Council are currently running with 2 vacancies, which can be filled by co-option. It was agreed that an active approach will be taken to recruit new Councillors.

**446. AGENDA FOR THE NEXT MEETING**

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

**447. DATE OF NEXT MEETING**

7.30pm, 11<sup>th</sup> March 2025 at Wilbraham's Memorial Hall.

**Meeting closed 9.23pm**

DRAFT