

MINUTES OF PARSON DROVE PARISH COUNCIL ANNUAL MEETING HELD ON THE 12th MAY 2010 IN ST MARKS CHURCH, PARSON DROVE.

Attended by Councillors :- G. Booth (Chairman), A. Sanderson (Vice Chairman), C. Bellamy, G. Bellamy, P. Everett & P. Spriggs.
J Tuck (C.C.C), R. Scrimshaw (F.D.C.), T Jarvis (Clerk to John Bends Charities)
J Randall (Neighbourhood Management Services), L Hutchinson (Citizens Advice Bureau) & P. C. Julie Coales.

10/86. Election of Chairman & Vice Chairman & to receive their acceptance of office.

Councillor Booth was proposed by Councillor Sanderson for the office of Chairman and seconded by Councillor G Bellamy. Councillor Booth accepted the office of Chairman and completed the declaration of acceptance form.

Councillor Sanderson was proposed by Councillor G. Booth for the office of Vice Chairman and seconded by Councillor C Bellamy. Councillor Sanderson accepted the office of Vice Chairman and completed the declaration of acceptance form.

10/87. Apologies for absence.

Apologies were received from Councillor Shelley.

10/88. Members' Declaration of Interest for items on the Agenda.

Councillor Booth declared a Personal Interest in respect of Agenda Item Number 10/107. Reason - Councillor Booth is an Allotment Garden tenant.

10/89. Public Participation.

There were no matters raised by members of the public present.

10/90. Community Police Officer's Report.

PC Coales advised that there had been a theft from a vehicle and a shed burglary. Speeding through the village was still an issue and the Speedwatch scheme could be resurrected if enough volunteers came forward. Concerns had been raised at the recent Community Fair regarding the junction at Back Road, Murrow with Silvers Lane and Front Road Murrow as vehicles from Back Road were not stopping to give way to traffic from Front Road.

P.C. Coales suggested that perhaps the junction could be changed to a stop junction instead of a give way junction. Inspector Sullivan suggested that we liaise with Wisbech St Mary Parish Council on this matter.

10/91. Linda Hutchinson presenting information on the Citizens Advice Bureau Outreach Sessions at Parson Drove.

Details on the number of people attending past outreach sessions at Parson Drove were presented to the Council. Discussions took place on various options to enable the sessions to continue with funding from the Parish Council.

Councillors resolved to continue with the monthly sessions for 1 hour per session on a bookings basis costing the Parish Council approximately £180 for the year.

10/92. To approve & sign the minutes of the meeting held on the 14th April 2010.

The minutes were taken as read, agreed as a true record after correcting a spelling mistake on Page 790, Agenda Item Number 10/78 c) and signed by the Chairman.

10/93. Matters Arising from the Minutes. (For information only).

The planting of the trees on the edge of the highway at Silvers Lane had been inspected by a member of the County Council and they would be following this up with the resident responsible.

10/94. Presentation of annual accounts for the John Bends United Charities.

The Clerk of the John Bends Charities presented the Annual Accounts to the Council and these were accepted and signed by the Chairman.

10/95. To receive report from Julie Randall, Neighbourhood Management Services.

Councillors were informed that a one day half term event was being held on Tuesday 1st June at Wisbech St Mary Community Centre.

10/96. To receive reports from County & District Councillors.

Councillor Scrimshaw informed the Council that the CrimeBuster Bus would be visiting Murrow on the 8th June.

10/97. To elect a Councillors to represent the Parish Council on the Amenities 95 Management Committee.

Councillor resolved to defer this matter to the next meeting.

10/98. Planning - Applications for consideration.

a) Parson Drove Parish Council, Planning Application No. F/YR10/0277/TRTPO, Agent, G Fraser for the felling of 3 Lime Trees covered by a Tree Preservation Order on the village green, The Bank, Parson Drove.
Information noted.

S. Ray, Planning Application No.F/YR10/0318/F, Agent S Ayres, for the erection of a 2 storey side extension & lean to roof to porch to existing dwelling at Gull House, The Bank, Parson Drove.

Councillors resolved to support this application.

b) Notification of Planning Application refused by Fenland District Council.
M Lawrence, Planning Application No. F/YR10/0179/F, Agent Peter Humphrey Associates Ltd., for the erection of a 2 storey side & rear extension to existing dwelling involving the demolition of existing kitchen, utility & outbuilding & erection of 1.5 metre rail fencing at The Paddocks, Long Drove, Parson Drove.
Councillors resolved to complain to the Planning Department regarding the decision to refuse this application as it was very similar to at least three previous applications for large extension that had received planning permission.

10/99. Accounts & Finance.

a) Councillors resolved to approve the following Invoices for payment:-

CPALC affiliation subscription £382.97. L.G.A. 1972 s.143.

EON, electricity for the Cage, £85.56. L.G.A. 1972 s133.

ANON Ltd., Insurance Renewal Premium £1,814.39. L.G.A. 1972 s.111 & 114.

Local Council Review, membership renewal, £13.50. L.G.A. 1972 s. 143.
Village Voices, vacant allotment garden advertisement, £25. L.G.A. 1972 s.111.
Konica Minolta East Ltd, quarter year rental & copy charges for photocopier, £75.38.
L.G.A. 1972 s. 111.
The Office Key, administration supplies, £30.96. L.G.A. 1972 s.111.
Auditing Solutions Ltd, Internal Auditors Fees, £217.38. Accounts & Audit Regulations.

Councillors resolved to close the Deposit Account at Barclays Bank PLC and transfer the money into the existing Deposit Account with the Alliance & Leicester.

b) To consider Internal Auditors Report for 2009 -2010 & to review effectiveness of the Internal Auditor.

Councillors were provided with a copy of the Internal Auditors Report and there were no issues raised by the Auditors requiring attention.

However the Clerk advised that she had queried with the Auditors the Budgetary Control & Reserves section of the report with regards to the apparent transposing of the figures relating to the Earmarked Reserves and General Fund and was waiting for their response.

Councillors reviewed the effectiveness of the Internal Auditor and resolved that no changes were necessary as they were satisfied that all matters were covered adequately by the current system.

c) To agree & complete section 2 of the Annual Return – Annual Governance Statement 2010.

Councillors resolved to approve the completion of the Annual Governance Statement for the Annual Return ready for the external Auditor on the 1st June 2010.

10/100. Progress report on proposed improvements to the Bus Shelter.

The Clerk confirmed that the details of the proposed alterations to the bus shelter had been forwarded to the Planning Department requesting confirmation that planning permission was not required but to date no response had been received from them.

10/101. Progress Report on Future Jobs Fund Scheme.

Numerous jobs had been completed by the Grounds Maintenance Operative on the village green and surrounding area during the last 3 weeks to a high standard. During the coming weeks work would be undertaken in the Churchyard and planting up of the flower beds on the village green. Councillors put forward additional areas requiring attention for the Clerk to organise with the Grounds Maintenance Operative.

10/102. Information from Isabel Edgington on the Green Communities Project and advising of the next meeting.

The next meeting had been arranged for Thursday 27th May at 7.30pm in St Marks Church when the priorities identified at the last meeting would be discussed in detail.

10/103. Risk Assessment

a) To receive progress report on works completed and still required to the trees on the village green and around the pond.

The application for permission to fell the 3 trees on the village green had been submitted to Fenland District Council.

The contractor had confirmed that 3 of the trees around the pond urgently require felling but another 3 trees he recommends should be felled and the general pruning of the remaining trees could be left for the time being until funds are available. The estimated cost to fell the 3 trees requiring urgent attention was £1,350 and in view of the urgency Councillors resolved to accept this quotation.

b) To review current Insurance Policy cover.

Councillors reviewed the level of cover under the existing insurance policy and resolved that no amendments were required other than to reduce the Fidelity Guarantee limit from £30,000 to £25,000.

c) To set a date for the annual inspection of assets.

Councillors resolved to carry out the inspection of the assets on Monday 21st June at 7.00pm starting at The Cage.

10/104. Report from the Chairman on issues raised at the Wisbech St Mary Community Fair.

The Chairman advised that the following matters were raised by members of the public at the Community Fair held at Wisbech St Mary.

a) Pot holes along Fen Road, Parson Drove and Seadyke Bank, Murrow.

b) The junction at Back Road, Murrow with Silvers Lane and Front Road, Murrow.

c) The untidy condition of the Travellers site at Turf Fen Bridge.

It was agreed that the Clerk would raise these matters with the appropriate authorities.

The County Council were also advising visitors to the Community Fair of the reduction in the mobile Library service in all the rural villages to once a month. The Clerk had requested a copy of the revised timetable but to date this had not been received.

10/105. To consider, debate and respond where appropriate to items of correspondence received from:-

a) Letter from Peterborough City Council advising that their Core Strategy DPD had been submitted to the Secretary of State and enclosing a copy on CD.

Information noted by Councillors.

b) Letter from Cambridgeshire County Council advising that all their planning applications for consultation will be sent by email from the 1st June and any concerns on this should be sent to them by 1st May.

Information noted by Councillors.

c) Letter of thanks from Fenland Volunteer Centre for the donation of £50.

Noted by Councillors

d) Letter from Cambridgeshire County Council enclosing information on the new structure for the Countryside Access and Public Rights of Way Team.

Information noted by Councillors.

e) Copy of the notes from the Fenland Road Safety Group Meeting held on the 31st March 2010 & advising that their next meeting will be held on Tuesday 11th May at 7.30pm at Wisbech St Mary Community Centre.

Information noted by Councillors.

f) Email requesting assistance in advising residents through the switchover to digital television.

Request noted.

g) Letter from Chattertons Solicitors & H.M. Land Registry regarding the footpath on the village green advising that a further application for registration should be made. The Clerk informed Councillors that the estimated Solicitors fees for them to submit the application to the Land Registry on our behalf was £250 plus the Land Registry Fee of £50.

Councillors resolved for the Solicitors to proceed with the application on our behalf.

h) Email from Fenland District Council reporting on the progress regarding the Exception Site for Affordable Houses at Sealeys Lane.

Information noted by Councillors.

i) Letter of thanks from East Anglia's Children's Hospices for grant of £50.

Noted by Councillors.

j) Newsletter and magazines from COPE, CPRE and Clerks & Councils Direct.

Noted by Councillors

10/106. Street Lighting & Highway Matters.

a) Report on Area Joint Highways Meeting regarding Swan Bridge junction.

The Chairman advised Councillors that our petition was presented to the Committee and several Councillors supported our request for improvements. The County Council Highways department will now consider our request and complete a feasibility scheme ready for the October Meeting but as they have a limited budget we could have to wait some time before any progress is made.

b) Reporting on highway issues.

Various highway issues had already been raised at the Annual Parish Assembly Meeting for the Clerk to report to the Highways Department at the County Council.

c) Reporting on faulty street lights.

No faulty street lights were reported at the meeting.

d) New street light at Main Road & problems with EDF providing the electricity.

The Clerk informed Councillors that EDF had now advised the contractors who had erected the street light column that they were unable to connect the electricity supply from the source first proposed. Although EDF had provided a quotation which the Council had accepted the small print does specify that this is subject to finding no adverse problems. From the brief information received so far it would appear that the cost of the electricity supply would be in excess of £2,500. Councillors resolved to defer this matter until the Clerk had managed to obtain further information and exact costs.

10/107. Gardens & Allotments.

a) Report from Chairman on current position regarding applications received for the vacant allotment garden.

The Chairman reported that initially the two applicants had agreed to meet up to discuss the dividing of the vacant Allotment Garden. However since then one of the applicants had decided to withdraw their application and therefore the remaining applicant would be allocated the whole vacant allotment garden.

10/108. To receive an Amenities 95 Management Committee Report.

In view of the absence of Councillor Shelley no report was given.

10/109. Councillors questions to Chairman & Clerk.

No questions were raised by Councillors.

10/110. Matters for future consideration.

Councillors requested that the future of the Post Office at Parson Drove be included in the Agenda for the next meeting in view of the information provided by Councillor Everett.

10/111. Any other business (information items only).

The Chairman advised that he had been informed earlier in the day that Planning Approval would be required for the MUGA and Tennis Court to be sited on the playing field funded by the Section 106 money.

10/112. Dates for future Council meeting(s)

The Human Resources Meeting was confirmed for the 19th May in the Cage

The next full Council Meetings are to be held on Wednesday 9th June and the 14th July

Meeting closed 10.30pm.