

## **Minutes of Parson Drove Parish Council Meeting held on Wednesday 9<sup>th</sup> March 2011 in The Cage, Parson Drove.**

Attended by Councillors G. Booth (Chairman), A. Sanderson (Vice Chairman), C. Bellamy, G. Bellamy, P. Everett, M. Shelley & P Spriggs.  
R. Scrimshaw (F.D.C.), Julie Randall (Neighbourhood Management Services)  
PSCO Sue Clarke & PCSO Martin Bogunovic & 3 members of the public.

### **11/47. To receive apologies for absence.**

No apologies had been received.

### **11/48. Members' Declaration of Interest for items on the Agenda.**

Councillors G Bellamy & C. Bellamy declared a Personal & Prejudicial Interest in respect of Agenda Item Number 11/55 g. Reason the owner of the land at Sealeys Lane is a close relative.

Councillors Booth, Everett & Shelley declared a Personal Interest in respect of Agenda Item number 11/59. Reason Councillors are members of the working group.

### **11/49. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.**

A member of the public asked what was the position regarding the Exception Site for Affordable Houses at Sealeys Lane and why was the provision of a footway stopping the scheme being progressed when there were several other areas where a lot of development had taken place with no footway.

The Chairman explained that the Council were requesting a footway for pedestrian safety and whilst it was acknowledged that development had taken place within the parish where there was no footway provision this was a cause for concern.

### **11/50. Community Police Officer's Report.**

PCSO Clarke and PCSO Bogunovic invited members to attend P.C. Julie Coales retirement party on the 31<sup>st</sup> March. P.C. Shaun Mitchell was replacing P.C. Coales and he would try and attend meetings when possible. PCSO Bogunovic covers speeding in the villages and is in charge of the Speedwatch scheme. Squatters had moved into the old Doctors Surgery and catalytic converters and domestic heating oil was still being targeted by thieves.

### **11/51. To approve & sign the minutes of the meeting held on 9<sup>th</sup> February 2011.**

The minutes were taken as read and agreed as a true record after amending Page 855, Agenda Item 11/42, first line changing the word "erected" to "obtained" and signed by the Chairman.

### **11/52. Matters Arising from the Minutes. (For information only).**

Councillor Everett informed Councillors that the Postcards produced from the winter photographs shown to Councillors at the previous meeting had been very popular and nearly all those printed had been sold.

Councillor Sanderson advised that the Royal British Legion were looking into the information passed onto them regarding the Great Poppy Party Weekend on the 10<sup>th</sup> June.

**11/53. To receive report from Julie Randall, Neighbourhood Management Services.**

Julie Randal reported that the half term activity had been well supported with 40 children attending.

**11/54. To receive reports from County & District Councillors.**

Councillor Scrimshaw advised that Parson Drove had been allocated 3 grants by Fenland District Council, £15,000 towards the Safer Routes to School Project, £18,000 for the Skate Ramp on the Playing Field and £500 to the Street Pride Group towards the Pond project. A Health Fair was being held in Murrow all week and leaflets were distributed to Councillors. Some residents had expressed their disappointment that the change of use from retail to fast food takeaway application had been refused by Fenland District Council.

**11/55. Planning Matters & Applications for consideration.**

a) G. Allison, Planning Application No. F/YR11/0148/F, Agent R Boor, for the erection of a 2 storey side extension & detached garage with store at Joes Place, 381 Main Road, Parson Drove.

Councillors resolved to support this application.

A Gray, Planning Application No. F/YR11/0167/O, Agent Peter Humphrey Associates Ltd, for the erection of a dwelling on land east of Rosewood, Seadyke Bank, Murrow. Councillors resolved to object to this application as it was outside the development boundary and if approved could set a precedent for further development.

b) Notification that the following Planning Applications have been approved:

1. Planning Application No. F/YR11/0004/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 17 Springfield Road, Parson Drove.

Noted by Councillors.

2. Planning Application No. F/YR11/0008/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 10 Springfield Road, Parson Drove.

Noted by Councillors.

3. Planning Application No. F/YR11/0009/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 13 Springfield Road, Parson Drove.

Noted by Councillors.

4. Planning Application No. F/YR11/0010/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 14 Springfield Road, Parson Drove.

Noted by Councillors.

5. Planning Application No. F/YR11/0017/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 20 Springfield Road, Parson Drove.

Noted by Councillors.

6. Planning Application No. F/YR11/0019/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwelling at 26 Springfield Road, Parson Drove. Noted by Councillors.

7. Planning Application No. F/YR11/0024/F, Roddons Housing Association, Agent K Lancaster, installation of an air source central heating pump to the rear elevation of existing dwellings at 9 and 11 Springfield Road, Parson Drove.

Noted by Councillors.

c) Notification that the following planning application has been refused.

G. Meads, Planning Application No. F/YR10/0439/F for the change of use from retail (A1) to hot food take-away (A5) for 3 The Bank, Parson Drove.

Noted by Councillors.

d) Letter from Peterborough City Council advising of the Public Consultation on three planning documents.

Noted by Councillors.

e) Letters objecting to the proposed Wind Turbines at Treading Farm, Sutton St Edmunds & Gorefield.

Noted by Councillors.

f) Email from Fenland District Council with location map and proposed layout for 16 Affordable Homes on the Exception Site put forward for consideration near to 236 Main Road, Church End, Parson Drove.

Councillors resolved by a majority vote to respond advising that they would require a maximum of 12 homes and not 16 as shown on the layout plan submitted, a green play area and to retain an open space at the bottom of the site.

g) Emails from Fenland District Council and Circle Anglia regarding proposed Exception Site at Sealeys Lane.

Information from Circle Anglia advising of the costs to provide street lights and footway and advising therefore that the site is not viable in view of these high costs. Response from Fenland District Council advising that no other Housing Association was interested in the site.

**11/56. Chairman's update report on future funding for Parson Drove Youth Club & request for grant/donation to be paid early in 2011/2012 financial year.**

The Chairman advised that the Youth Club was to going to set up a committee to carry out some fund raising and would also be making applications for grant funding from various sources. The Youth Club might have to be suspended and restarted when funding had been obtained; it is also possible that Parson Drove and Murrow Youth Club may have to combine.

The Chairman proposed that a grant of £300 be given to the Youth Club in April 2011; this was seconded by Councillor Sanderson and agreed by Councillors.

### **11/57. Accounts & Finance.**

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

Open Spaces Society, membership renewal, £40.00. L.G.A. 1972 s143.

Clerks quarter year salary & expenses £1,186.27. L.G.A. 1972 s.112

Anglian Water, water rates for The Cage, £26.71. L.G.A. 1972 s.133

Cambs County Council, extension of footway, Main Road, £1021 Highways Act 1980.

M Shailes Topknot, bus shelter window frames, £441.00. L.G.M.P.A. 1953 s 4.

Paul Tibbs Ltd., glass for bus shelter windows, £144.00. L.G.M.P.A. 1953 s 4.

Boston Builders, re-pointing of the Cage, £330.00. L.G.A. 1972 s 133

b) To receive & approve Receipts & Payments Account/Bank Reconciliation and Budget Update Report.

Councillors resolved to approve the reports provided by the Clerk.

In view of the under spend in the Precept budget headings for Risk Management, Councillor Training and Election Costs Councillors resolved to allocate these under spent amounts to allocated cash reserves for 2011/2012.

c) To consider request from Murrow Book Café for a grant/donation.

Councillors resolved to give a grant of £50. L.G.A. s 137.

d) To consider request from Fenland Volunteer Centre for a grant/donation.

Councillors resolved to defer this request to the next meeting and new financial year.

e) To re-consider request from Citizens Advice Bureau for a grant/donation.

Councillors resolved to give a grant of £120. L.G.A. 1972 s.142.

f) To review effectiveness of the Internal Audit.

Councillors reviewed the effectiveness of the Internal Audit and resolved that this was adequate.

The Clerk advised that Revenue & Customs had issued a new ruling insisting that all Parish Councils operate a PAYE system for Parish Clerks irrespective of the level of salary received with effect from April 2011.

### **11/58. Risk Assessment**

a) Update report on work still required to the trees on the village green and around the pond.

The Clerk advised that she had been trying to get a response by email, telephone and mobile phone from the contractor during the last 3 weeks without success. In view of the long delay in the work being completed and being unable to contact the contractor she had approached another company who had completed work to the trees on the village green several years ago. They had agreed to visit both the sites the following week with a view to providing quotations for the outstanding work on the village green and for the pond.

b) To review risk assessment for Parish Council Finances.

Councillors reviewed the current risk assessment for Parish Council Finances and resolved that no changes were necessary.

The Chairman advised that some minor additions may be required to the Councils Risk Assessment Policy.

**11/59. Update report on Section 106 Funding & MUGA project.**

The Chairman advised that they were still waiting for the MUGA project to be signed off by Fenland District Council. A grant from Fenland District Council's Capital Grants Fund of £18,000 had been secured for the Skate Ramp and once it was agreed who would place the order the project would be progressed.

**11/60. To receive a report on the Green Communities Meeting.**

The last meeting held discussed solar powered lighting, a community allotment garden for the school and local residents and free compost/soil conditioner. Councillors agreed for the compost to be placed on the village green near to the bottle banks for collection by residents during the week beginning Monday 23<sup>rd</sup> May.

**11/61. Chairman's update report on Green Fen Way Project to improve walking routes.**

The Chairman had met with representatives from the District Council and looked at some of the existing public rights of way and discussed how these could be improved. It was agreed that a dog litter bin should be installed at the Murrow end of the right of way from Main Road, Parson Drove through to Back Road Murrow. Improved signage and leaflets promoting the existing rights of way were also suggested. Councillors resolved to support these suggestions for improvements.

**11/62. Chairman's Report from CPALC meeting on the 17<sup>th</sup> February.**

The Chairman advised Councillors of the main topics of discussion held at the meeting which focused on the Big Society and the Localism Agenda. The Localism Bill will bring forward changes that affect Parish Councils in areas such as Planning, Service Delivery and Community Engagement and changes to the Standards Board.

**11/63. Chairman's report on Wisbech & District Board meeting, 1<sup>st</sup> March 2011.**

The main focus of the meeting was road safety especially in the villages. A task force is to be established with members from the District and County Councils and the road safety group and Parish Councils may be approached for funding. Two villages will be targeted every quarter and for the coming quarter this will be Leverington & Guyhirn. Other issues discussed were relevant to Leverington.

**11/64. To consider, debate & respond where appropriate to items of correspondence received from:-**

a) Letter of thanks from Fenland Association for Community Transport for grant of £100. Noted by Councillors.

- b) Letter of thanks from St Marks Church for the grant/donation of £100.  
Noted by Councillors.
- c) Letter from National Grid advising of the second phase of their checks on the pipelines across the Allotments.  
Noted by Councillors and Clerk to inform tenants.
- d) Letter from Cambridgeshire County Council providing information on their Proposals for the Library Service.  
Noted by Councillors.
- e) Letter from Fenland District Council advising of the new arrangements for the Parish Council Liaison Officer.  
Noted by Councillors. Clerk to invite the Liaison Officer to a meeting.
- f) Email from the County Council advising of a new highway fault reporting system.  
Information noted by Councillors.
- g) Letter from parishioner regarding trees on the village green.  
The Clerk was requested to contact EDF Energy as the main tree causing concern to the resident has electricity cables running through the middle. EDF had agreed to look into this matter in September 2009 following a site meeting with the Clerk and Chairman but to date no response had been received. The Clerk will request an update on this matter.
- h) Letter from the County Council on proposed changes to the bus services.  
Councillors resolved for the Clerk to write expressing their disappointment at cuts being made to the bus services particularly in rural and isolated areas with high deprivation. The Clerk was also requested to obtain further information on which bus services are subsidised.
- i) Letter from Cambridgeshire County Council regarding the Highway Wardens scheme.  
Councillors resolved to defer this matter until the May meeting.
- j) Email from Fenland District Council reporting on the results of the consultation on Council Services.  
Information noted.
- k) Newsletters, information leaflets and magazines from CPRE & War Memorials Trust.  
Noted.

**11/65. To consider proposals for the Safer Routes to School Scheme incorporating traffic calming measures near to the Payne School, Main Road, Parson Drove.**

Unfortunately the plans detailing the proposals had still not been received from the County Councils Highways Officer but the Chairman confirmed that a grant of £18,000 had been secured from the District Council towards the project.

**11/66. Street Lighting & Highway Matters.**

a) Highway issues to be reported to Cambridgeshire County Council.

The Clerk was requested to report various pot holes along Main Road, drainage gully's full of mud outside properties just past the village hall, holes in the footpaths opposite the top of Newlands Road, overgrown hedges outside the telephone exchange, Fen Road, and leaves on the footpath along Main Road.

b) Chairman's update report on road safety improvements at Swan Bridge junction.

The Chairman advised that although he was informed that this matter would be discussed at the February Cabinet Meeting this did not take place and no date could be given when it would be considered by the Cabinet.

Councillors resolved for the Clerk to write to Jill Tuck and the Chief Executive informing them of our dismay over the long delay.

c) Faulty street lights to be reported to Cambridgeshire County Council.

The Clerk was asked to report again the street light on all of the time along The Bank and also one along Fen Road.

**11/67. Update report on vacant Allotment Gardens.**

The Clerk advised that the applicant allocated a Riverside Allotment Garden had requested Garden Number 23 and the Chairman agreed to contact them to point out the exact location.

Councillors agreed that the remaining vacant Allotment Garden number 15B could be used by the Green Communities Group for a community Allotment Garden if there was enough interest in the project.

**11/68. To receive an Amenities 95 Management Committee Report.**

Councillor Shelley advised that the Annual General Meeting would be held on Friday 25<sup>th</sup> March. The committee were looking into applying for a grant through Cambridgeshire ACRE for a new village hall as they had been advised that this may now be possible. The letter confirming the grant for the CCTV had now been received and this would be installed soon.

**11/69. Councillors questions to Chairman & Clerk.**

No questions were raised by Councillors.

**11/70. Matters for future consideration.**

No matters were put forward by Councillors.

**11/71. Any other business (information items only).**

Councillor Shelley informed Councillors that only 1 person had responded to his recent article in Village Voices regarding the Neighbourhood Watch scheme and their Annual General Meeting would be held in Wisbech on Monday 14<sup>th</sup> March.

Councillor Everett reminded members about the Census Forms not being completed and returned before the 27<sup>th</sup> March and whenever possible they should be handed into the Post Office.

There had been a problem at the week end with Fishermen parking on the Allotment Gardens Roadway and the riverbank. The Clerk was asked to write a letter reminding the fishing club that they should not leave their vehicles at this location.

As Councillors were invited to PC Julie Coales Retirement party on the 31<sup>st</sup> March they agreed to have a collection and purchase some gift vouchers.

Councillor Spriggs advised that no-one attended the Parishioners Open Surgery held on the 6<sup>th</sup> February and it was agreed that these should only be held in conjunction with other events in the future.

**11/72. Dates for future Council meeting(s).**

The next Parish Council Meeting was confirmed for Wednesday 13<sup>th</sup> April at 7.00pm in The Cage.

The Annual Parish Assembly Meeting was confirmed for Wednesday 27<sup>th</sup> April at 7.30pm in St Marks Church.

Meeting closed 10.30pm.