

Minutes of Parson Drove Parish Council Annual Meeting held on Wednesday 18th May 2011 in The Cage, Parson Drove.

Attended by Councillors G. Booth, C. Bellamy, G. Bellamy, J. Cook, P. Everett, P Spriggs & R. Scrimshaw. Mrs T Jarvis (Clerk to John Bends United Charities) & 1 member of the public.

11/110. To elect a Chairman & Vice Chairman & to receive their acceptance of office.

Councillor Booth was proposed by Councillor Spriggs and seconded by Councillor Everett as Chairman. There were no other nominations and Councillor Booth was duly elected as Chairman and completed his acceptance of office declaration.

Councillor Spriggs was proposed by Councillor G. Bellamy as Vice Chairman and seconded by Councillor Booth. There were no other nominations and Councillor Spriggs was duly elected as Vice Chairman and completed his acceptance of office declaration.

11/111. To receive apologies for absence.

Apologies were received from the Community Police Officer.

11/112. To receive Declarations of Acceptance of Office from elected Councillors.

All Councillors had completed their Declarations of Acceptance of Office as elected Councillors.

11/113. Members' Declaration of Interest for items on the Agenda.

Councillor Booth declared Personal Interests in respect of Agenda Item Numbers 11/125, reason a member of the working group and 11/126 c) reason an Allotment Garden tenant.

Councillor Everett declared a Personal Interest in respect of Agenda Item Number 11/125, reason a member of the working group.

11/114. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

The member of the public requested the Councils permission to erect a sign on the Village Green advertising the Car & Bike Show on the 16th & 17th July.

Councillors agreed to this request.

Councillors were asked when Fen Road would be resurfaced and the Clerk advised that an email received from the Highways Officer in June 2010 stated that this was not scheduled for the immediate future but was regularly put forward for consideration under the resurfacing maintenance programme.

11/115. Community Police Officers Report.

The Clerk had received a report on crimes within the Parish since the last Council meeting by email and informed Councillors of a burglary, a theft, a criminal damage and 3 incidences of anti social behaviour.

11/116 To receive & approve the annual accounts for the John Bends Charities.

The Clerk for the John Bends Charity presented the annual accounts to Councillors and these were approved and signed by the Chairman.

11/117. To approve & sign minutes of the meetings held on the 13th & 27th April 2011.

The minutes were taken as read, agreed as a true record and signed by the Chairman.

11/118 Matters Arising from the Minutes (For information only).

A plan for the proposed Safer Routes to School traffic calming scheme had now been received from the County Council Highways. Councillors agreed to consult local residents directly affected by the scheme and requested that an Officer from the Highways Department be invited to attend a Council Meeting to discuss the proposed scheme.

11/119. To receive report from Julie Randal, F.D.C. Neighbourhood Management Services.

No report had been received and future attendance to meetings by the Officer was being reviewed.

11/120. To receive reports from County & District Councillors.

Councillor Scrimshaw advised that he had requested that the Planning application discussed at the meeting held on the 27th April be referred to the Development Control Department.

11/121. To elect a Parish Council representation for the Amenities 95 Management Committee.

Councillor Spriggs proposed and this was seconded by Councillor G Bellamy that Councillor Cook be the Parish Council Representative. Councillor Cook agreed to accept the nomination.

11/122. To elect 3 representatives for the John Bends United Charities as the term of office for D Hattersley, M. Shelley & M. Warren has ended.

Councillors resolved that Councillors Booth, G. Bellamy & P Everett should represent the Parish Council on the John Bends Charity for the next 4 year term of office.

The Clerk was requested to write a letter of thanks to the 3 previous representatives.

11/123. Planning Matters & Applications for consideration.

a) B Jandoo, Parkside Mansion Properties, Planning Application No. F/YR11/0264/F Agent Peter Humphrey Associates, for the erection of a 2 storey 2 bed dwelling involving the demolition of the existing dwelling and change of use of agricultural land to equestrian paddocks & erection of a stable block/tack room in conjunction with the dwelling at Cherry Tree, High Side, Parson Drove.

Councillors resolved to object to the application of grounds of highway concerns relating to the narrow access and flood lighting next to the highway.

b) Notification from Fenland District Council that Planning Application Number F/YR11/0148/F, G. Allison, for the erection of a 2 storey side extension & detached garage with store at Joes Place, 381 Main Road, Parson Drove has been granted approval. Information noted by Councillors.

c) Letter from Cambridgeshire County Council and Peterborough City Council advising that the Minerals & Waste Core Strategy Development Plan Document has been accepted by the Planning Inspectorate as sound. Information noted by Councillors.

d) Letter from Peterborough City Council providing information on Site Allocations Development Plan Document. Information available for Councillors if required.

11/124. Accounts & Finance.

a) Councillors resolved to approve the following Invoices for payment:-
 AON LTD, Insurance Renewal Premium, £1,995.92.L.G.A. 1972 s.119
 Playsafety Ltd., ROSPA Inspection of pond 7 village green, £162.00. L.G.A. 1972 s.111
 The Office Key, administration supplies, £51.05. L.G.A. 1972 s. 111
 J Fallis, J & J Tree Services, works to trees on village green £1,000 & around the pond £2,700, total cost £3,700. Open Spaces Act 1906 ss 9 & 10.

b) To discuss Internal Auditors Report.
 Councillors each received a full copy of the report and discussed the issues and recommendations made by the Auditor in the report.
 Councillors resolved to review and amend their Standing Orders & Financial Regulations to rectify the inconsistency and the amount for formal tendering at their July Meeting. The Clerk was instructed to implement the recommendation made regarding the amount recorded as a debtor for the Allotment & Gardens rents at the end of the current financial year as requested by the Auditor.
 Councillors resolved to allocate additional funding in the Precept/ Budget for 2012/2013 to implement the recommended increase in the Public Liability Insurance cover for next year.

c) To complete Section 2-Annual Governance Statement for External Audit 13th June. The Annual Governance Statement was completed, approved and signed by the Chairman and Clerk.

d) To agree upon future Bank Signatories.
 Councillors resolved for Councillor Spriggs to replace retired Councillor Sanderson as a Bank Signatory.

11/125. Update report on Section 106 Funding, MUGA & Skate Ramp projects.

The Chairman advised that Playdale had confirmed that they would reinstate the rutted areas of the Playing Field and re-seed the area surrounding the MUGA. It was confirmed that the fencing at the side of the tennis court was not part of the tender and therefore this would need to be considered and discussed further with the Amenities 95 Committee. Councillor Cook enquired as to who would be responsible for the future maintenance and the Clerk advised that this could be the Amenities 95 Management Committee but she would obtain confirmation from Fenland District Council.

11/126. Risk Assessment

a) To consider ROSPA reports for pond & village green & agree on action to be taken. The Clerk was requested to obtain a quotation for pest and vermin control in view of the rats referred to in the report at the pond. The missing signs would have to be replaced if they could not be rescued from the pond and perhaps concreted into the ground in future.

The worn chains on the swings on the village green would be checked when the inspection of assets takes place next month.

b) To review Insurance cover.

The Insurance cover was reviewed and Councillors resolved to make no changes at present but to consider increasing the Public Liability Cover from £5 million to £10 million next year, as suggested by the Internal Auditor, when the additional cost of £130 had been raised in next years Precept.

c) To agree on a date for the annual inspection of Assets & Allotments & Gardens. Councillors resolved to carry out the Inspection of the assets and gardens & allotments on Wednesday 1st June at 7.00pm.

d) To consider recommendations made by tree contractors on future work to trees on the village green.

The contractor had suggested that the Council implement an annual maintenance programme for the trees on the village green rather than extensive work every few years. The 4 Limes starting from outside Number 23 The Bank needed attention first as they were showing early signs of decay and disease and had been allowed to get too big. Councillors resolved for the Clerk to arrange for a site meeting with the Tree Officer at Fenland District Council, EDF in view of their electricity cables going through the centre of one of the trees and the contractor.

e) To consider recommendations received from grounds maintenance contractor regarding dead trees on the playing field.

The grounds contractor had informed the clerk that there was a dead tree on the playing field that was obstructing the grass cutting and a further one that would possibly soon also become an obstruction.

Councillor Cook agreed to refer the matter to the Amenities 95 Committee

11/127. To consider, debate & respond where appropriate to items of correspondence received from:-

a) Letter of thanks from the Youth Club for the grant of £300.

Noted by Councillors.

b) Letter of thanks from Fenland Volunteer Bureau for the grant of £25.

Noted by Councillors.

c) Thank you card from Julie Coales for her retirement gift.

Noted by Councillors.

d) Letter from Cambs County Council advising of budget cuts to the Public Rights of Way budget.

Information noted by Councillors.

e) Email from Fenland District Council attaching a transport questionnaire by the Fenland Strategic Partnership & Access Group.

Councillors agreed for the Clerk to provide copies of the questionnaire for the Post Office and village shop/garage.

f) Consultation document on proposed changes to the Audit Commission & future Audits.

Councillors resolved to study the consultation document and discuss the matter at the next meeting.

g) Information from NALC on the Equality Act 2010.

The Chairman agreed to read this information and report back to Councillors if appropriate.

h) Information leaflets from Cambridgeshire Age UK on Healthy Homes Partnership – Fenland.

These were distributed to Councillors.

i) Information from CPALC on training for 2011.

Information noted, no decision to be made pending more information on joint Outreach Sessions with other Parish & Towns Councils.

j) Letter from Safer Fenland Partnership advising of activities week commencing 16th May and invitation to attend an event on the 18th May in Guyhirn Village Hall.

Information noted.

k) Magazines & newsletters from CPRE & Clerks & Councils Direct.

Noted.

l) Letter from Fenland District Council advising of changes to the recycling facilities on the village green with effect from 1st June or soon after.

Councillors were concerned that they had not been consulted on the changes being proposed and required time to consider the matter relating to positioning of a textile and shoe recycling bank on the village green. More information was also required on the estimated recycling credits they would receive.

Councillors resolved for the Clerk to write requesting a delay in implementing the changes until the relevant information had been received and they had considered the matter further.

11/128. Street Lighting & Highway Matters.

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

Clerk to report the 30mph sign had been knocked off the post at Silvers Lane and a pot hole near to the War Memorial.

The over grown hedges previously reported had still not been cut back and the missing chevron signs had not been replaced.

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

Clerk to report the street light outside No 4 The Bank was not working.

11/129. To receive an Amenities 95 Management Committee Report.

Councillor Cook advised that the Committee were exploring the possibility of obtaining grant funding for a new village hall. The CCTV Cameras had now been installed.

11/130. Councillors questions to Chairman & Clerk.

None were asked by Councillors.

11/131. Any other business (information items only).

As the Olympic Torch was coming to Peterborough next year it was suggested that Councillors consider if there was anyone who should put forward to carry the torch. Councillors resolved to reconsider this at the next meeting.

The low branches on the Oak tree near to the Cage were obstructing the footpath and need to be cut back. Clerk to ask the Street Pride group if they could attend to this.

Councillor Scrimshaw advised that the Log Cabin at Elbow Lane was now being lived in on a permanent basis and this had been reported to the Enforcement Officer at Fenland District Council.

The Chairman advised that he had been asked if the Parish Council would provide a litter bin near to the bottle banks and it was agreed that this should be included in the Agenda for consideration at the next meeting.

11/132. Dates for future Council meeting(s).

The next meetings were confirmed for Wednesday 8th June, Wednesday 13th July & Wednesday 10th August.

Meeting closed 10.15pm.