

Minutes of Parson Drove Annual Parish Council Meeting held in the Cage on Wednesday 10th May 2017.

Attended by Councillors G Booth (Chairman), P Spriggs (Vice Chairman), J Cook, J Hunt, C Killingworth, D Markillie & P Williams.
Councillor S King, District Council Portfolio Holder for Rural Affairs & Cambridgeshire County Councillor.

17/92. To elect a Chairman and Vice Chairman and receive their declaration of acceptance of office.

Cllr G Booth was proposed by Cllr Hunt and seconded by Cllr Cook for the office of Chairman and unanimously approved by Councillors.

Cllr P Spriggs was proposed by Cllr Killingworth and seconded by Cllr Hunt for the office of Vice Chairman and unanimously approved by Councillors. Both Officers completed their Acceptance of Office Declarations.

17/93. To receive apologies for absence.

There were no apologies.

17/94. To consider any requests by Councillors for Dispensations.

There were no requests for Dispensations.

17/95. Members' Declaration of Interest for items on the Agenda.

Cllr Cook declared a Personal Interest in respect of Agenda Item No. 17/108 as he is an Officer of the Amenities 95 Committee.

Cllr Hunt declared a Personal Interest in respect of Agenda Item No. 17/101 a) as he knows the applicant.

17/96. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

There were no members of the public present at the meeting.

17/97. To approve and sign the minutes of the meetings held on the 12th & 26th April 2017.

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

17/98. Matters Arising from the Minutes of 12th & 26th April 2017. (Information only)

The Chairman advised that the Street Pride Group and the Alderman Payne Primary School had submitted a grant application to the French Farm Wind Farm Community Fund.

17/99. Community Police Officers Report.

The Clerk advised that an email report had been received advising that one crime of theft had been reported to the Police during April. The Police are currently in the process of setting up an Internet Safety packaged aimed at 8 – 11 year olds and they will be visiting all the participating rural primary schools within the next 3 months to pilot this new scheme.

Speeding still appeared to be a problem in most rural villages but unfortunately the Special Constable who undertakes the Speed Enforcement is currently unavailable for the foreseeable future. There are other Special Constables who are able to undertake Speed Enforcement but due to the vast area they cover they cannot guarantee how often this will take place.

CLlr Cook asked if the Police could assist a local resident who was experiencing problems with an uninvited visitor entering their property. The Chairman suggested they approach the Bobby Scheme and Fenland Safer Partnership for advice.

17/100. To receive reports from County & District Councillors.

County Councillor S King informed the Council that he had attended his first County Council Meeting earlier in the day. He advised that he would be attending our Council Meetings and would assist the Parish Council whenever possible.

District Councillor G Booth advised that a full District Council Meeting was being held the following day and representatives from the LEP would be attending the District Council's Overview & Scrutiny Meeting the following week regarding the lack of funding allocated to the Fenland Area.

17/101. Planning Matters & Applications for consideration.

a) N Bates, Planning Application No. F/YR17/0352/O, No Agent, for the erection of a 4 – 5 bed roomed 2 storey dwelling on land adjacent to Glebe Lodge, 385 Main Road, Church End, Parson Drove.

Councillors resolved by a majority vote to support the application and recommend approval is granted subject to the design being appropriate and in keeping with the surrounding area and a condition being imposed stipulating that all construction vehicles must be parked on the development site.

b) Notification that the following planning application has been approved.

P Allen, Planning Application No F/YR17/0172/F for the erection of a single storey rear extension to existing dwelling, 21 The Bank, Parson Drove.

Information noted by Councillors.

c) Notification that the following Planning Application has been refused.

K Codona, Planning Application No F/YR17/0170/F, Agent Peter Humphrey Associates Ltd., for change of use of land to form a travellers site for 4 caravans, washrooms/toilet blocks, bin store and bunding to site perimeter on land east of Dragonfly Cottage, Seadyke Bank, Murrow.

Councillors resolved to query with the Chief Planning Officer as to why the application had only been refused because of the site being located within Flood Zone 3 and therefore contrary to Policy LP14 when it also appeared to be contrary to Policy LP12 (a), LP12(c) and LP12(j).

d) Notification that the following Planning Applications have been withdrawn.

F/YR15/0454/F, A Dixon, erection of 2 2 storey 5 bed dwellings with garages on land west of 338 Main Road, Church End, Parson Drove

F/YR16/0635/F, A Dixon, change of use of barn to tea room and agricultural land to camping site on land south east of Manor Farm, 344 Main Road, Church End, Parson Drove.

Information noted by Councillors.

17/102. Risk Assessment.

a) To review level of insurance cover for renewal of the policy on the 1st June.

Councillors reviewed the level of insurance cover and resolved to make no changes.

b) To consider ROSPA reports.

Councillors considered the ROSPA report for the village pond and it was noted that the reference to the overgrown viewing area had already been attended to by the Street Pride Group.

Councillors resolved for the ROSPA report for the Playing Field to be given to the Amenities 95 Management Committee for their attention although it was noted that the issues raised in respect of the Children's fenced play area should be attended to by the District Council.

17/103. Accounts & Finance

a). Councillors resolved to approve the following invoices for payment.

Mrs Yvonne Reader, 1 months' salary & expenses, £519.32. L.G.A. s 112.

Auditing Solutions, Internal Audit Fees £276.00. Accounts & Audit Regs.

C&PALC Membership Fees 2017/18, £340.26.L.G.A. s 143.

Zurich Insurance PLC, renewal premium, £878.98.L.G.A. s 111 & S 114.

Playsafety Ltd., ROSPA inspections, £180.60. P.H A.1987 s 164.

Konica Minolta Business Solutions Ltd, photocopier charges, £14.64.L.G.A. s 111.

K Clarke, refurbishment of Notice Board on the village green, £283.40.L.G.A. s 142.

Konica Minolta Business Solutions Ltd., photocopier rental charges, £51.30.L.G.A. s 111.

b) To receive and discuss the Internal Auditors Report for the Accounts for the year ending 31st March 2017.

Councillors were provided with a copy of the report prior to the meeting.

Councillors resolved for the Clerk to make enquiries with the Pensions Regulator to obtain clarification regarding the issue raised by the Auditors in relation to the Clerk complying with the Pension Regulators Auto Enrolment Scheme.

c) To complete and approve Annual Return Section 1 – Annual Governance Statement for 2016/17.

Councillors resolved to complete and approve the Annual Governance Statement for 2016/2017.

d) To approve the Accounts for the year ending 31st March 2017 and to approve the Annual Return Section 2 Accounting Statements for 2016/17.

Councillors resolved to approve the Statement of Accounts prepared by the Clerk/RFO and the completed Annual Return Section 2 Accounting Statements for 2016/2017.

17/104. Report on progress from the working group on Neighbourhood Planning.

The Chairman advised that the revised Policies had now been prepared and would be presented to the Parish Council for approval at the next Parish Council Meeting before being re-submitted to the District Council for their approval.

17/105. To debate & respond where appropriate to items of correspondence received.

Invitation to attend Cambridgeshire Fens LEADER Coffee Morning Event on Wednesday 24th May 10.00 till 12 noon in Wisbech St Mary Community Centre.

The Chairman and Cllr Cook would be attending this event and had already booked a place.

b) Notification from the Cambridgeshire & Peterborough Police & Crime Commissioner that a Parish Council Conference will be held on Friday 1st December 10.30 to 4.00pm at Cambridgeshire Constabulary Headquarters, Huntingdon, 1 Councillor from each Parish Council is invited to attend.

Information noted by Councillors.

17/106. Highway & Street Lighting Matters.

Highway issues to be reported to Cambridgeshire County Council.

Councillors reported pot holes along Long Drove, Fen Road, Riverside Gardens and a severe dip at Church End.

Councillors raised concerns following the recent accident at Clough Bridge when obviously the barrier was not strong enough as the vehicle ended up in the water. Councillors resolved to request stronger crash barriers at both Clough Bridge and Swan Bridge.

b) Faulty Street lights to be reported to the County Council.

Councillors reported 1 faulty street light outside 19 Main Road, Parson Drove.

c) Update report regarding Parish Street Lighting.

Cllr King advised that a letter should be sent out any day setting out the current position.

17/107. Riverside Garden Allotments.

Notification that a tenant wishes to vacate the tenancy of his Riverside Garden Allotment.

The Clerk advised that the vacancy would be advertised in the June issue of Village Voices but one application had already been received from a parishioner.

Councillors resolved for the Clerk to contact two other tenants who had not been cultivating their Garden Allotments at all this year to ascertain their intentions.

17/108. Amenities 95 Management Committee Report.

Cllr Cook advised that they were still waiting to hear from the Big Lottery regarding the grant application for the village hall.

17/109. Councillors questions to Chairman & Clerk.

There were no questions asked by members.

17/110. Any other business (information items only).

Councillor Spriggs suggested that additional heating should be obtained for the Cage.

Cllr Hunt advised that a convector heater would be adequate and agreed to look into the cost for discussion at the next meeting.

Councillors were reminded about the Outreach Training Session in the Village Hall on Wednesday 7th June, registration from 6.30pm to 6.45pm, training to begin at 7.00pm. The Clerk advised that Gorefield and Levering Parish Councils had been invited to join in with the training session but to date no response had been received.

17/111. Dates for future Council meetings.

The next meeting was confirmed for Wednesday 14th June at 7.00pm in The Cage.

Meeting closed 8.55pm.