

## **Minutes of Parson Drove Parish Council Meeting held in the Cage on Wednesday 11<sup>th</sup> October 2017.**

Attended by Councillors G Booth (Chairman), P Spriggs (Vice Chairman), J Cook, J Hunt, C Killingworth, D Markillie & P Williams.  
Cllr S King (CCC), PCSO Helen Norton-Smith, PCSO Dave Russ & 1 member of the public.

### **17/189. To receive apologies for absence.**

There were no apologies received.

### **17/190. To consider any requests by Councillors for Dispensations.**

There were no requests for Dispensations.

### **17/191. Members' Declaration of Interest for items on the Agenda.**

Cllr Booth and Cllr Markillie declared a Prejudicial Interest in respect of Agenda Item No.17/201 as they are Riverside Garden Allotment Tenants and left the room whilst this matter was discussed.

Cllr Spriggs declared a Prejudicial Interest in respect of Agenda Item No 17/201 as his son is a Fen Allotment Tenant and he left the room when this matter was discussed.

Cllr Cook declared a Prejudicial Interest in respect of Agenda Item No 17/205 as he is an Officer of the Amenities 95 Committee.

Cllr Hunt declared a Personal Interest in respect of Agenda Item No 17/205 as he is a member of the Amenities 95 Committee.

The Clerk declared a Prejudicial Interest in respect of Agenda Item No 17/201 as her husband is an Allotment Garden & Fen Allotment tenant and left the room whilst this matter was discussed.

### **17/192. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.**

The Parishioner raised again that the footbridge along Murrow Bank had still not been repaired and the Clerk advised that a reminder had been sent to the County Council Highways. He reported that a fence had been erected on the road edge along Bridge Road, causing concern in view of the inadequate width of the road anyway. He advised that weeds were already growing up through the new footpath at Sealeys Lane.

### **17/193. To approve and sign the minutes of the meeting held on the 13<sup>th</sup> September 2017.**

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

### **17/194. Matters Arising from the Minutes of 13<sup>th</sup> September 2017. (Information only).**

The Chairman advised that the contractors were still waiting for the replacement capping for Swan Bridge.

### **17/195. Community Police Officers Report.**

PCSO Helen Norton-Smith informed members that speed enforcement patrols had been completed in the north rural villages during September when 6 tickets were issued to drivers for excessive speed and 7 additional drivers were given words of advice. All of the drivers stopped were from the local area. The Community Contact Point held in The Cage on the 27<sup>th</sup> September was attended by several local residents.

There was 1 crime of theft reported in the Parish during September, however there had been several shed burglaries in neighbouring villages and batteries from farm machinery remain to be a target for thieves. Hare coursing is also a problem at this time of year and should be reported to the Police.

**17/196. To receive reports from County & District Councillors.**

County Councillor King advised that the Fenland Transport Strategy Meeting was being held the following day if anyone wished to attend. Additional funding for Highways had been secured for Fenland Roads.

District Councillor Booth advised that a petition regarding street drinking in Wisbech had been presented at the last District Council Meeting when it was agreed to introduce a Public Open Spaces Order. Cllr Booth had suggested that this be monitored better in order to assess how effective it is.

**17/197. Planning Matters & Applications for consideration.**

Notification that the following Planning Application has been approved.

a) Mr & Mrs G Fisher, Planning Application No F/YR17/0732/F, for the erection of a 2 storey rear extension to existing dwelling at 73 Back Road, Murrow.  
Information noted by Councillors.

The Clerk informed Councillors that a response had been received from the District Council's Enforcement Officer advising that work completed so far on the agricultural land along Sealeys Lane did not require planning permission but he would continue to monitor the site. He anticipated that once the issue of the gas main had been resolved that a further planning application would be submitted for the change of use to site caravans on the land.

**17/198. Accounts & Finance**

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

Mrs Yvonne Reader, 1 months' salary & expenses, £537.80. L.G.A. 1072 s 112.

GBSG, Cage alarm annual service, £92.42. P.C.A. 1957 s 2.

Information Commissioner, Data Protection registration renewal fee, £35.L.G.A. 1972 s111.

Bowers Solicitors, Land Registration Fee for upgrade of land titles, £60. L.G.A. 1972 s111.

K Clarke, repairs & painting of The Cage external doors and door frame, £428.45.L.G.A. 1972 s133.

b) To receive & approve Receipts & Payments Bank Reconciliation Report and Budget Up-date report.

Councillors resolved to approve the reports presented by the Clerk with no issues arising requiring attention.

c) To approve the ordering of a replacement photocopier & printer.

The Clerk advised Councillors that the present machine was over 12 years old and could not be repaired as the replacement parts were no-longer available. A similar model could be rented for £36.30 per quarter, this was cheaper than the quarterly rate for the existing machine. Councillors could opt for a larger machine to provide A3 copies, this would cost £86.41 a quarter, double the current quarterly rate.

Councillors resolved to proceed with a replacement photocopier, of a similar model to the existing one, on a 3 year rental agreement incurring a quarterly rental fee of £36.30 +VAT.

d) To discuss information obtained regarding the Pensions Regulator rules for automatic enrolment to a Pension Scheme for the Clerk as raised by the Internal Auditor.

The Clerk advised that despite being previously assured that the Parish Council were not required to register with the Pensions Regulator as she did not meet the criteria for automatic enrolment into a Pension Scheme she had since found out that the Parish Council should have completed a Declaration of Compliance confirming that the Clerk had been advised of this and informed that she could request to join a Pension Scheme, although the Parish Council would not have to contribute. This Declaration of Compliance should have been completed on line by the 1<sup>st</sup> September to ensure no penalties or fines were imposed. The Clerk had attempted to complete this form on line without success and was now in discussions with the Pensions Regulator by telephone to try and resolve this matter but had been assured that no fines or penalties would be imposed by them.

e) To decide on the replacement of the litter bin near the Public Right of Way near the Village Hall following its disappearance.

Fenland District Council had advised that they could purchase and install a replacement litter bin on behalf of the Parish Council for £250 + VAT. Councillors resolved to proceed with the ordering of the replacement bin at a cost of £250+VAT.

f) To approve the ordering of the Remembrance Day Wreath.

Councillors resolved to approve the ordering of the Wreath estimated to cost between £20 and £25.

**17/199. Report on progress from the working group on Neighbourhood Planning.**

The Chairman advised that revisions to the Planning Policies had been completed and these would soon be sent to the District Council for their approval.

**17/200. To debate & respond where appropriate to items of correspondence received.**

a) Letter from Bowers, Solicitors setting out their Terms & Conditions and approximate fees required for the completion of the upgrade of land titles.

Councillors resolved to accept the Terms & Conditions set out in the letter together with the estimated fees of £300 to complete the upgrade of the 3 Titles. The Clerk advised that there were covenants attached to the Titles for the Town Pit and Seadyke Pit restricting the use of this land but she was looking into if and how these might be changed or removed.

**17/201. To review rents for the Riverside Garden Allotments and the Fen Allotments.**

Councillors resolved to leave the rent for the Riverside Allotment Gardens unchanged for another year.

Councillors resolved to increase the rent for the Fen Allotments by £5 per acre where the tenant had more than 2 acres.

**17/202. Highway & Street Lighting Matters.**

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

Councillors reported an over grown Conifer Hedge near the Garden Centre at Highside and 2 over grown bushes near the village sign obstructing large vehicles using the highway.

Following the site meeting with the Highways Officer regarding our request for additional chicanes at Highside the Chairman advised that the Officer agreed that these could help and he would therefore see if anything could be done but he doubted whether there would be funding available to provide these.

b) To consider installing 30mph repeater speed limit signs along Back Road, Murrow and extending the 40mph speed limit for Murrow Bank.

The Chairman advised that the cost of installing the 30mph repeater signs along Back Road, Murrow and the extension of the speed limit along Murrow Bank to just past the Village Sign would have to be funded by the Parish Council. Councillors resolved for the Chairman to look into the costs involved and to also include the extension of the speed limit at the end of the village green up to Clough Bridge.

c) Report on joint meeting regarding improvements to the Bellamy Bridge junction.

The Chairman advised that the meeting arranged by County Councillor Count had been attended by representative from Wisbech St Mary, Gorefield and Parson Drove Parish Councils together with District and County Councillors and Adam Cobb from the County Council Highways department.

The general view at the meeting was that the road priority should remain as it is for the present but to improve the road signage and road markings at the junction. Although the LHI bid for 2015/2016 was not progressed this would be the best route for funding improvements to this junction during 2017/2018. At the meeting it was suggested that a joint LHI application bid be made by the 3 Parish Councils but as the deadline for application was the 15<sup>th</sup> October this needed to be completed in the next day or so. Councillors therefore agreed for the Clerk to complete the application on behalf of the 3 Parish Councils with a view to discussing each Parishes financial contribution to the scheme at a later date.

It was also acknowledged at the meeting that the existing line markings were very poor and Cllr King had requested that the Highways Department get these relined this year under the general highways maintenance budget.

It was agreed that further improvements would be looked into with the suggestion that the junction be re-aligned and staggered but this could cost £40,000. Funding for this third stage could perhaps be obtained through the Fenland Transport Strategy in the future

d) To report any faulty Streetlights.

There were no new faulty street light reported.

e) Update report regarding Parish Street Lighting.

The Clerk advised that the independent inspection had now been completed and a report received indicated that 6 street lights required early attention. The Chairman was attending a meeting with the contractors on Thursday 19<sup>th</sup> October to discuss the report findings and costings and would therefore report back to the Parish Council at the November meeting.

### **17/203. Progress report on the future maintenance of the North Level Drainage Board Riverbank from Swan Bridge to Murrow.**

The Clerk advised that no further information had been received on this matter to date.

**17/204. To discuss the closing of a Community Asset, the village shop & petrol pumps.**

The Chairman informed members that he had been advised that there were no plans to do anything with the closed shop at the present time. Under the Localism Act the Parish Council could apply for it to become a Community Asset and buy it as a village asset but would have 6 months to raise the funds. Councillors resolved to take no action at the present time.

**17/205. Amenities 95 Management Committee Report.**

Cllr Cook advised members that he would have more information on the Football Clubs future plans for fencing and floodlights on the playing field at the next meeting although Councillors did raise their concerns if a permanent fence was being proposed.

**17/206. Councillors questions to Chairman & Clerk.**

There were no questions raised by Councillors.

**17/207. Any other business (information items only).**

Cllr Hunt informed members that he had attended the meeting on the future of Libraries in Cambridgeshire when he was informed that 3.2 million pounds was spent on Libraries. They were looking at how they could make more use of the Library Service. The meeting was generally poorly attended.

Cllr Spriggs advised that vehicles were parking on the grass areas of the village green outside Jubilee Cottage and on the footpath and village green near to the King William. The Chairman agreed to make enquires to ascertain who this was.

**17/208. Dates for future Council meetings.**

The next meeting was confirmed for Wednesday 8<sup>th</sup> November, in The Cage starting at 7.30pm following the collection of the Garden & Allotment rents at 7.00pm.

Meeting closed at 9.15pm.