

Minutes of Parson Drove Parish Council Meeting held in the Cage on Wednesday 11th April 2018.

Attended by Councillors G Booth (Chairman), P Spriggs (Vice Chairman), J Hunt, C Killingworth, & D Markillie.
Cllr S King (CCC), and 3 members of the public.

A minutes silence was observed at the start of the meeting in memory of Cllr John Cook who sadly passed away on the 18th March.

18/63. To receive apologies for absence.

Apologies had been received from Cllr P Williams (due to illness).

18/64. To consider any requests by Councillors for Dispensations.

There were no requests for Dispensations from Councillors.

18/65. Members' Declaration of Interest for items on the Agenda.

Cllr Hunt declared a Personal Interest in respect of Agenda Item No. 18/77 as he is a member of the Amenities 95 Committee.

Cllr Killingworth declared a Personal Interest in respect of Agenda Item No. 18/77 as she is a member of the Amenities 95 Committee.

18/66. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

A member of the public enquired as to the progress on starting up a Speed Watch team in the village. The Chairman advised that there were some volunteers prepared to start a scheme but the delay was arranging for the training to be completed by the Police. The Clerk had sent two reminders to the Police in the last 3 months but as the training was being organised for 3 villages to start up schemes it was proving to be difficult to get this organised. The Clerk would send a further reminder to the Police in the next couple of weeks.

A member of the public also enquired as to whether speeding warning signs could be installed in the village as the existing flashing speeding signs were not working.

The Chairman advised that the County Council would not repair the existing flashing signs as they were no-longer financially viable. Funding was very difficult to obtain from the County Council with the only route open being through the Local Highways Improvements scheme. Some parishes were looking into purchasing portable speed signs costing approximately £4,000 but these had to be moved by volunteers. The Chairman suggested that this was looked into once the Speed Watch teams were operational.

18/67. To approve and sign the minutes of the meetings held on the 14th March 2018.

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

18/68. Matters Arising from the Minutes of the 14th March 2018. (Information only)

There were no matters arising from the Minutes.

18/69. Community Police Officers Report.

An email had been received advising that there had been no reported crimes in the Parish during March. A Community Contact Point had been held in The Cage earlier in the day attended by PCSO Helen Norton-Smith and Rosie Cook from Fenland District Council. They had been unable to undertake any Speed Enforcement Patrols during March but hoped to attend during April but were undertaking regular patrols and attending the local Primary School in view of continued problems with parking.

18/70. To receive reports from County & District Councillors.

County Councillor S King advised that he had been informed that the necessary minimum repairs had been completed along Silvers Lane in order to make the road safe. In view of the poor quality of work when the road was resurfaced in order to assess the situation trial holes were to be done to see how this is moved forward. Councillors did not feel that any costs to rectify the problems should be borne by taxpayers in view of the poor quality of work in the first place. Some pot holes had been completed along Long Drove on the 1st February but as these needed to be re-done Cllr King would report these again.

Cllr King was due to attend a seminar regarding pot holes so should have more information in due course, he was also going to suggest that a performance indicator was put in place for pot hole repairs.

District Councillor Booth had nothing new to report to the meeting as there had not been any full Council Meetings since last month.

18/71. Planning Matters & Applications for consideration.

a) Parson Drove Parish Council, Planning Application No. F/YR18/0275/TRTPO, works to a Horse Chestnut tree covered by TPO WR/15/465/2 on the Village Green, Parson Drove. Councillors resolved to make no comment on this application.

b) Notification that the following Planning Application has been approved.
C Cox, Planning Application No. F/YR17/1092/F, Agent Swann Edwards Architecture Ltd., for change of use of Church Hall to a 3 bed dwelling including addition of timber cladding to exterior, Church Hall west of Southea Parish Church, 37 Main Road, Parson Drove.
Information noted by Councillors.

c) Notification that the following Planning Applications have been refused.
Mr & Mrs L Upton, Planning Application No. F/YR17/1047/F, Agent Grahame Seaton Design Ltd, for the change of use of land to a traveller's site involving the siting of 2 mobile homes and 2 tourer vans & erection of a 1.2 metre high post & rail fencing on land at Sealeys Lane, Parson Drove.

R Goy, Planning Application No F/YR18/0022/O, Agent Swann Edwards Architecture Ltd., erection of up to 3 dwellings, outline application with matters committed in respect of access on land east of 267 Main Road, Church End, Parson Drove.

Messrs Coles, Planning Application No F/YR18/0066/O, Agent Maxey Grounds & Co., erection of a dwelling (outline application with all matters reserved) on land north of 38 The Bank, Parson Drove.

Mr J Crowson, Planning Application No F/YR18/0103/O, Agent Swann Edwards Architecture Ltd., erection of a dwelling, outline application with matters committed in respect of access, on land north of Elbow Cottage, Elbow Lane, Church End, Parson Drove. Information noted by Councillors.

18/72. Accounts & Finance

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

Mrs Yvonne Reader, 1 months' salary & expenses, £530.62.L.G.A. 1972 s112.

Konica Minolta Business Solutions Ltd., 3 months rental for photocopier, £43.56.L.G.A. 1972 s111.

Fenland District Council, rates for The Cage, £286.98.L.G.A. 1972 s 133.

b) To receive and approve a Receipts & Payments and budget up- date report for the year ending 31st March 2018.

Councillors resolved to approve the reports presented by the Clerk and for the various budget headings with underspend funds to be transferred to allocated cash reserves for 2018-2019.

c) To approve the Accounts for the year ending 31st March 2018 and the completion of the Corporate Governance Questionnaire for Internal Audit on the 24th April.

Councillors resolved to approve the Accounts for the year ending 31st March 2018 ready for the Internal Audit and the Chairman completed the Corporate Governance Questionnaire.

d) Request from the Murrow Book Cafe for a grant.

Councillors resolved to give a grant of £50. L.G.A. 1972 s137.

18/73. Report on progress from the working group on Neighbourhood Planning and to consider the revised Planning Policies.

The Chairman advised that the District Council had requested a few minor changes and the Policies would now have to go through the screening programme which could take up to 6 weeks. Although funding had been allocated to cover any costs in producing the Neighbourhood Plan it would seem that very little expenditure will actually be incurred.

18/74. Risk Assessment – to report on work required to trees around the Pond.

The Chairman and Clerk had meet with the contractor to inspect the trees around the pond. 5 Willow Trees needed pollarding and 1 Ash Tree. One Willow Tree was deemed to be decayed and needed to be felled. There was also a damaged branch on a Birch Tree that needed to be removed and a low branch over the access road on an Ash Tree also needed to be removed. The contractor considered that this work was more important than the work to the 3 large trees around the Village Green. Councillors resolved for the Clerk to liaise with the District Council's Tree Officer and submit a planning application.

18/75. To debate & respond where appropriate to items of correspondence received.

a) Written request by the occupants of Swan House to re-install the main water supply pipes under the village green behind the Cage.

Councillors resolved for the Clerk to respond advising that they agreed to the request subject to a payment of £500 being made for the Grant of Easement and the applicants instructing their Solicitors to draw up the Easement Agreement with the Clerk supplying the location plan.

b) Letter from Bowers, Solicitors regarding the rectification of the Land Registry Title for the village green.

Councillors resolved for the Clerk to sign the Statement of Truth in order for this to be submitted to the Land Registry for rectification of our Land Registry Title.

c) Email complaining about the Flood Lights on the Playing Field Football Pitch.

The Clerk advised that she had forwarded this complaint onto the Football Club who had responded advising that the Flood Lights had now been aligned. The complaint had also been forwarded onto County Council Highways in order that they may investigate the claim of the Flood Lights being dangerous but to date she had not received a reply.

d) Email about the Playing Field.

The Clerk advised that the Solicitors had been able to provide her with a copy of the original Trust Deeds and Conveyances when the Playing Field was first purchased and although these had since been superseded by the new Trust Deed in 2001 and the Amenities 95 Management Committees Constitution this information would be forwarded onto the complainant.

Councillors resolved to make no further comments on the email received.

e) Email from a resident of Murrow Bank regarding the building material waste from the building site at Mill Lane polluting the small dyke and North Level Drain.

The Chairman advised that he had forwarded this complaint onto the North Level Drainage Board and the District Council for their comments or attention.

18/76. Requirements for the General Data Protection Regulations taking effect in May.

The Clerk advised that she had received detailed guidance from both NALC and SLCC on the requirements to comply with the new regulations. The first step was to complete an Audit on what information the Council holds and why and the Clerk had prepared a draft Audit document. Guidance had also been received on how long information should be held and this had resulted in a lot of old information now being shredded or disposed of. This task would be ongoing for some weeks to come in view of the amount of old correspondence and planning applications being held in the archives.

18/77. Amenities 95 Management Committee report on Annual General Meeting.

Cllr Hunt reported that 59 people had attended the Annual General Meeting with the majority of those present supporting the management committee. The current committee was re-elected, with 8 new members also joining the committee. It was acknowledged at the meeting that there should be better communications and a new website was also being arranged.

Cllr Spriggs advised that he had been asked to pursue the removal of the permanent barriers around the Football Pitch but had not yet decided if he would. Nevertheless he was not in favour of the barriers being left up on all sides permanently and would like to see some of them removed at the end of the Football season and reinstated again at the start of the football season so at least the playing field was more open during the summer. Cllr Hunt agreed to raise this at the next Amenities 95 Committee meeting.

The Chairman also raised the need for additional and some replacements of the children's play equipment. As the District Council had already been approached for funding but this request had been refused it was agreed that funding for play equipment should be included in the Agenda for a future meeting.

18/78. Highway & Street Lighting Matters.

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

Councillors had already reported the pot holes along Silvers Lane and Long Drove to Cllr King. Pot holes were also a problem at Church End and another Anglian Water pot cover was rattling in the middle of the road along Fen Road.

b) Email from the County Council Highways confirming that the joint application under the Local Highways Improvements scheme for Bellamy Bridge was successful and draft design for proposed improvements.

Councillors resolved to ask for additional features on the approach to the junction as it was considered that the present proposals were not adequate. The Chairman agreed to raise this the following week at the Wisbech St Mary Parish Council Meeting although Gorefield Parish Council had already responded advising that they were happy with the plan submitted by the County Council Highways.

c) To report any faulty Streetlights.

There were no new faulty streetlights reported by Councillors.

18/79. Councillors questions to Chairman & Clerk.

There were no questions raised by Councillors.

18/80. Any other business (information items only).

Cllr Spriggs suggested that as all crops were going to be very late this year due to the adverse weather that the inspection of the Allotments and Gardens was held later than normal this year.

The Clerk advised that the notices had been posted advertising the Parish Council vacancy following the death of Cllr J Cook.

18/81. Dates for future Council meetings.

The next meeting will be the Annual Parish Assembly Meeting on Wednesday 25th April at 7.30pm in the Village Hall. Cllr Spriggs gave his apologies for this meeting. The next normal Parish Council Meeting will be the Annual Parish Council Meeting on Wednesday 9th May at 7.00pm in The Cage.

Meeting closed at 9.00pm.