

Minutes of Parson Drove Parish Council Annual Meeting held in the Cage on Wednesday 9th May 2018.

Attended by Councillors: G Booth (Chairman), P Spriggs (Vice Chairman), J Hunt, & C Killingworth.
Cambridgeshire County Councillor S King.

18/82. To elect a Chairman and Vice Chairman and receive their declaration of acceptance of office.

Cllr Killingworth nominated Cllr Booth for the Office of Chairman, this was seconded by Cllr Hunt. There were no other nominations. Cllr Booth thanked Councillors for their support and agreed to accept the office of Chairman and completed the declaration of acceptance. Cllr Killingworth nominated Cllr Spriggs for the office of Vice-chairman, this was seconded by Cllr Hunt. Cllr Spriggs agreed to accept the office of Vice-chairman and completed the declaration of acceptance.

18/83. To receive apologies for absence.

Apologies had been received from Cllr P Williams as she was on holiday.

18/84. To receive Cllr D Markillie's resignation from the Parish Council.

Councillors were informed that Cllr Markillie had notified the Clerk of his resignation from the Parish Council due to illness. Councillors recognised the contribution Cllr Markillie makes to the community and he would be missed on the Parish Council. The District Council had been informed and the required Notice of the vacancy had been displayed on the Parish Council Notice Board.

18/85. To consider any requests by Councillors for Dispensations.

There were no request by Councillors for Dispensations.

18/86. Members' Declaration of Interest for items on the Agenda.

Cllr Hunt declared a Personal Interest in respect of Agenda Item No. 18/99 as he is a member of the Amenities 95 Management Committee.

Cllr Killingworth declared a Prejudicial Interest in respect of Agenda Item No 18/99 as she is an Officer of the Amenities 95 Management Committee.

Cllr Spriggs declared a Personal Interest in respect of Agenda Item No 18/93 a) as he rents the adjoining farmland from the applicant.

The Clerk declared a Prejudicial Interest in respect of Agenda Item No. 18/93 a) as she is part owner of 23 The Bank and left the room whilst this Agenda Item was discussed.

18/87. 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.

18/88. To approve and sign the minutes of the meetings held on the 11th April 2018.

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

18/89. Matters Arising from the Minutes of the 11th April 2018. (Information only).

Our Solicitors had requested that the occupants of Swan House sign a letter confirming that they acknowledged that the area of village green omitted from our Land Registry Title was owned by the Parish Council even though their paving slabs were laid on it which the Parish Council were prepared to leave in place. The Clerk had therefore written to the occupants of Swan House on this basis but was waiting for their response.

18/90. To receive and approve the Annual John Bends United Charity Accounts.

The Clerk to the John Bends Charity presented the annual accounts to the Council and they were duly signed by the Chairman.

18/91. Community Police Officers Report.

The Clerk had received an email advising that there had been 1 reported crime in the Parish during April of common assault. Speeding checks had been undertaken during April when 8 speeding tickets were issued with a further 10 drivers given advice on speed awareness. They also dealt with 1 driver for having no driving licence and a further driver for having no insurance. Out of the 20 incidents, 19 of those involved were local residents.

The Police had still not provided a date for the Speedwatch training in conjunction with Tydd St Giles and Newton Speedwatch groups. Councillors resolved to request that a training session be organised for this area to include Parson Drove, Murrow, Guyhirn and Wisbech St Mary.

The Chairman advised that he had attended a Police presentation on the restructuring of the Police in Cambridgeshire where it was explained that the County would be split into 2 areas with Fenland being in the same area as Peterborough.

18/92. To receive reports from County & District Councillors.

District Councillor Booth advised that there was to be a full Council Meeting next Thursday. The Overview & Scrutiny Committee were looking into bus usage figures. The Fenland five year housing supply for planning was now restored and another review of Planning Services is to take place but the personnel was more stable now than it had been for some time. 18,600 people had registered for the Garden waste service, an increase of 600. The combined authority are looking into introducing a levy on business rates and also introduce powers relating to the provision of adult education.

County Councillor King advised that he was concerned about the time it was taking to implement the Local Highways Initiatives when work was often left until the winter which is not ideal, in order to address this it was being suggested that applications for schemes are submitted earlier so that the work is completed during the Summer. Cllr King would be pressing for improvements to the performance of repairing pot holes and the responses received from the website reporting system when attending a seminar at the end of the week. There was a pilot scheme in Devon where some Parish Councils were undertaking minor pothole repairs. In response to a matter raised at the Annual Parish Assembly Meeting Cllr King advised that the road at Church End was scheduled for re-surfacing in 2021. A recent up-date on the poor condition of Silvers Lane had not been received.

18/93. Planning Matters & Applications for consideration.

a) Mr Yates, Parson Drove Developments Ltd, Planning Application No.F/YR18/0400/F, erection of 4 single storey 3 bed dwellings including 2 dwellings with detached garages & 2 dwellings with attached garages, & formation of an agricultural access adjacent to 27 The Bank, dwellings on land east of and to the rear of 23 to 28 The Bank, Parson Drove.

Councillors resolved by a majority vote with Cllr Spriggs abstaining from voting, to object to the application on the grounds that the applicant had not demonstrated adequate community support as the development in the village was already above the 10% threshold therefore community support was required. Councillors were also disappointed that they did not receive a copy of the pre-application community exercise, it was also recognised the need for small developments within the village.

b) R. Goy, Planning Application No F/YR18/0403/O, Agent Swann Edwards Architecture, 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.

Councillors resolved to object to the application for the same reasons as with the previous application.

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

Churches Conservation Trust, Planning Application No F/YR18/0150/TRTPO, Agent Mr Cole, Eastern Tree Surgery, fell 1 Weeping Ash Tree & work to 1 Weeping Ash Tree at St John The Baptist Church, 317 Main Road, Church End, Parson Drove.

Information noted by Councillors.

18/94. Risk Assessment.

a) To review the level of Insurance cover for Policy due for renewal on 1st June 2018.

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

b) To consider ROSPA reports received.

The Clerk advised that the reports received to date were for the MUGA and Skate Ramps on the playing field and Councillors resolved for this report to be forwarded to the Amenities 95 Management Committee.

A report had also been received for the Swings on the village green raising two minor tripping hazards and Councillors agreed to look at these at their annual inspection.

The Pond inspection had only just been carried out and therefore the report had not yet been received.

18/95. Accounts & Finance

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

Mrs Yvonne Reader, 1 months' salary & expenses, £533.37.L.G.A. 1972 s. 112.

North Level Internal Drainage Board, drainage rates for Gardens & Allotments £161.39. S.H. & A. A.1908.

Zurich Insurance, annual renewal premium £897.60. L.G.A. 1972 s 111.

ROSPA Inspections, £159.60. P.H.A. 1875 s 164.

LCR, annual membership renewal £17.00.L.G.A. 1972 s 143.

Auditing Solutions Ltd., Internal Audit Fees, £282.00. Accounts & Audit Regs.

b) To consider Internal Auditors Report for the year ending 31st March 2018.

A copy of the Internal Auditors report had been sent to Councillors with the Agenda. There was one recommendation in the report that photographs be taken of the assets and included in the Asset Register as this would assist the insurance company in the event of a claim.

Councillors resolved to action this recommendation when the annual inspection of assets takes place in the coming months.

c) To complete and approve the Annual Governance Statement Section 1 for year ending 31st March 2018.

The Annual Governance Statement Section 1 was completed by the Chairman and approved by Councillors.

d) To approve the Accounting Statements Section 2 for the year ending 31st March 2018.

The Accounting Statements Section 2 completed by the Clerk was approved by Councillors.

18/96. Report on progress from the working group on Neighbourhood Planning Policies.

The Chairman advised that he had received some comments from the District Council but was still waiting for their full feedback.

18/97. To debate & respond where appropriate to items of correspondence received.

a) Email from Rosie Cooke, FDC providing feedback from the community contact session held by FDC and the Policing Team on the 11th April.

The main concerns raised at the Community Contact session by residents were dog fouling, Fly Tipping and Speeding. In order to address the dog fouling problem the District Council were arranging for their enforcement officers to patrol the main areas identified, who can issue fixed penalty notices of £75 for dog fouling. The District Councils Street Scene have been notified of the fly tipping down Silvers Lane. Speed enforcement patrols would be carried out by PCSO Helen Norton Smith and Andy Thompson at the areas identified.

b) Email from Sally Mitchell, FDC Street Scene Officer, regarding dog fouling.

The Officer advised that she had patrolled the village for a couple of hours on the 12th April and placed signs “Please clean up after your dog use this bin” on the Playing Field and Village Green. Signs have also been attached to lampposts and street litter bins warning of their PSPO enforcement and fines.

c) Letter of thanks from Murrow Book Café for the grant of £50.

Noted by Councillors.

d) Email from Fenland District Council confirming that no election has been called for the Councillor vacancy therefore the Parish Council can now co-opt a Councillor onto the Parish Council.

The Clerk informed Councillors that Notices had been displayed on the Notice Board asking for candidates wishing to be considered for co-option to apply to the Clerk by the 8th June.

18/98. Update on requirements for the General Data Protection Regulations taking effect in May.

The Clerk advised that no further information had been received from CAPALC as yet but preparation for the new regulations was ongoing.

18/99. Amenities 95 Management Committee report.

Cllr Hunt advised that the first committee meeting since the AGM had been held when not all of the new committee members had attended. He had asked about the barriers being removable during the Summer as requested by Cllr Spriggs at the last Parish Council Meeting and this was being looked into. Cllr Hunt had been contacted by telephone from Stephen Barclay's Office regarding the recent complaints about the playing field and he had explained the situation regarding the work being carried out by the Football Club.

18/100. Highway & Street Lighting Matters.

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

Numerous pot holes were reported at Church End as well as over grown hedges and trees from Elbow Lane up to Highside corner particularly a large Hawthorn bush. The solar panel at the chicane just before Cannon House had been knocked over and broken.

b) Email from the County Council Highways regarding the footpath extension along Sealeys Lane under the Local Highways Improvement scheme for 2017/2018 advising that the scheme has been costed and has come out over budget and therefore asking the Parish Council to increase their contribution from £1,000 to £3,500.

Cllr King had discussed this matter with the Highways Officers who suggested that it would be better to withdraw the scheme and apply for funding from the Transport Investment Plan in the next 5 years to install the full length of footway, although it is not guaranteed that funding would be allocated to the scheme. Alternatively if the Parish Council would not agree to increase their contribution to £3,500 and wanted the scheme to proceed then the length being provided would be reduced to less than 20m.

Councillors were extremely unhappy that this matter had not been raised with them before now as the budget had already been set for 2018/19. Councillor King agreed to go back to the County Council on our behalf asking how long they could delay implementing our 2017/2018 scheme. Councillors resolved to make the following suggestions to overcome this funding shortfall:

1. If the approved schemes for 2018/2019 were costed and came out under budget the County Council could then cover the shortfall for our 2017/18 scheme.
2. Alternatively as our 2018/19 application is first reserve and should it proceed the two schemes be combined reducing the overall costs.
3. The Parish Council would agree to increase their contribution from £1,000 to £2,250 if there was no other alternative, with the County Council covering the remainder.
4. The Parish Council would not agree to withdraw their 2017/2018 scheme and apply to the Transport Investment Plan funding.

c) Letter from Fenland District Council advising of further delays in completing the new contract for the maintenance of the street lights.

Information noted by Councillors.

d) To report any faulty Streetlights.

There were no new faulty street lights reported.

18/101. Councillors questions to Chairman & Clerk.

There were no questions asked by Councillors.

18/102. Any other business (information items only).

The Clerk advised that the Swan Inn had requested permission to use the village green for a Bouncy Castle on the 19th and 26th May and permission had been granted subject to Public Liability Insurance being in place.

18/103. Dates for future Council meetings.

The next meeting was confirmed for Wednesday 13th June at 7.00pm in The Cage.

Meeting closed at 9.30pm.