

## **Minutes of Parson Drove Parish Council Meeting held in the Cage on Wednesday 8<sup>th</sup> August 2018.**

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

### **18/143. To receive apologies for absence.**

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

### **18/144. To consider any requests by Councillors for Dispensations.**

There were no requests from Councillors for Dispensations.

### **18/145. Members' Declaration of Interest for items on the Agenda.**

Cllr Hunt declared a Personal Interest in respect of Agenda Item No. 18/158 as he is a member of the Amenities 95 Committee.

Cllr Hammond declared a Personal Interest in respect of Agenda Item No 18/158 as he is a member of the Amenities 95 Committee.

Cllr Killingworth declared a Prejudicial Interest in respect of Agenda Item No 18/158 as she is an Officer on the Amenities 95 Committee.

The Chairman declared a Personal Interest in respect of Agenda Item No 18/158 as he has been assisting the Amenities 95 Committee with their grant applications.

The Chairman declared a Personal Interest in respect of Agenda Item No 18/156 b) as he is an Allotment Garden tenant.

### **18/146. 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.

### **18/147. To approve and sign the minutes of the meeting held on the 11<sup>th</sup> July 2018.**

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

### **18/148. Matters Arising from the Minutes of the 11<sup>th</sup> July 2018. (Information only).**

The Chairman confirmed that 3 residents from Parson Drove had completed the Speedwatch training but more volunteers were needed. A Speedwatch session had already been held with another planned for Friday 10<sup>th</sup> August.

### **18/149. Community Police Officers Report.**

The Clerk had received an email reporting on the crimes and incidences for the Fenland Rural Villages. The report referred to nuisance off road motorbikes in the Murrow Bank area and Councillors reported a similar problem on the public right of way footpath going from Main Road, Parson Drove through to Back Road, Murrow.

### **18/150. To receive reports from County & District Councillors.**

County Cllr King advised that he had nothing to report other than Highway issues to be discussed under Agenda Item No 18/159.

District Cllr Bligh advised that the problem with the footpath outside Bosworth Farm had been reported to her and repaired within 2 days once reported to the County Council Highways. She was concerned about the large Lorries passing through the rural villages causing damage to the roads and roadside verges and this was reiterated by Councillors.

District Cllr Booth advised that there had been a full District Council Meeting on the 19<sup>th</sup> July and he had also attended a Cabinet Meeting when Parish Council Street Lighting was discussed resulting in the District Council agreeing to pay for the electricity costs for another year. A request had been made for funding for play equipment to the District Council who advised that there was no funding available other than monies obtained from planning section 106 obligations.

**18/151. Planning Matters & Applications for consideration.**

a) Mr Woolfe, Planning Application No F/YR18/0655/F, Agent David Broker Design Services Ltd, erection of a garage/workshop block involving the demolition of existing garage/workshop block, at existing dwelling The Granary, 302 Main Road, Church End, Parson Drove.

Councillors resolved to support the application and recommend approval is granted.

b) Mr B Westwood, Planning Application No F/YR18/0695/F, Agent Janice Kendrick Design Services Ltd, erection of a 2 storey rear extension to existing dwelling at Willow Lodge, 31B The Bank, Parson Drove.

Councillors resolved to support the application and recommend approval is granted.

c) Notification from Fenland District Council that the following Planning Application has been approved.

R. Goy, Planning Application No F/YR18/0473/F, Agent Morton & Hall Consulting Ltd., erection of a single storey extension & front porch (with loft space above) to existing dwelling Fen Farm, Long Drove, Parson Drove.

Information noted by Councillors.

The Chairman advised that he had attended a Planning review consultation on behalf of the Parish Council as the invitation had been received at short notice when he raised the matter of the District Council not taking enough notice of the Parish Council's comments when determining planning applications. Poor communications and responses from the Planning Department were also raised. A report on the review will be issued in due course.

**18/152. Accounts & Finance**

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

Mrs Yvonne Reader, 1 months' salary & expenses, £530.05. L.G.A. 1972 s 112.  
EON, electricity for The Cage, £64.83. L.G.A. 1972 s 133.

**18/153. Report on progress from the working group on Neighbourhood Planning Policies.**

The Chairman advised that he was still waiting for the final comments from the District Council.

**18/154. To debate & respond where appropriate to items of correspondence received.**

a) Email from Doddington Parish Council regarding training for new Councillors.

The Clerk confirmed that Cllrs Hammond, Hunt and Watson had been booked in to attend the 3 training sessions to be held on the 4<sup>th</sup>, 18<sup>th</sup> and 25<sup>th</sup> October. The final cost had not yet been confirmed as this depended on the number of Councillors attending.

The Chairman expressed an interest in attending the CILCA training course provided by CAPALC and the Clerk agreed to make enquiries regarding this.

b) Email from Fenland District Council advising that they will be holding training sessions on Planning in the near future.

Information noted by Councillors, a date for the training had not yet been confirmed by the District Council.

c) Invitation from the Chairman of Fenland District Council to attend her Civic Reception at 6.30pm on September 14<sup>th</sup> at Neale Wade Academy.

Cllr Hammond agreed to attend this event on behalf of Parson Drove Parish Council.

d) Invitation from Cambridgeshire ACRE to attend their Annual General Meeting on Tuesday 25<sup>th</sup> September at 2.00pm at Landbeach Village Hall, Landbeach, Cambridge.

The Chairman advised that he had already responded advising that he would be attending the meeting. Cllr Hammond also agreed to attend this meeting on behalf of the Council.

e) Email from Cambridgeshire County Council Adult Learning & Skills offering free outreach basic IT training in Parson Drove if viable.

Councillors agreed that this could be beneficial for residents and the village hall or pavilion would be the best venue. Cllr Hammond agreed to enquire further into this on behalf of the Parish Council and the Amenities 95 Committee.

f) Email from Cllr S King advising of the Autumn Innovate & Cultivate Fund Advice Sessions on 24<sup>th</sup> September at 9.45am at March Community Centre.

Councillors resolved for this information to be passed onto as many village groups and organisations as possible. Cllr Hammond indicated that he would attend the advice session on the 24<sup>th</sup> September at March Community Centre.

**18/155. General Data Protection Regulations - to approve and adopt revised Policies to comply with the new regulations.**

Copies of the various draft policies were circulated to Councillors and in view of the complex nature of some of the policies Councillors resolved to defer the adoption of the policies until the next meeting

**18/156. Risk Assessment**

a) Report on inspection of assets.

The Chairman advised that the annual inspection of the assets had been completed with the following minor repairs identified:

Broken and missing slates on the Cage roof

Missing bolt from the public seat outside the Cage

Cracked end section of footpath leading to the War Memorial

General maintenance on the following items was also found to be requiring attention:

Cage internal doors to be re-stained/varnished

Cleaning of the War Memorial railings and Books.

Cleaning of the public seat at the far end of the village green

Re-painting of the village sign.

Moles on the village green to be reported to Pest Control Contractor and hole caused by rotting tree stump outside 26 The Bank to be filled with earth.

The Lime Tree outside 25 The Bank required cutting back in addition to the 3 Lime Trees and the Horse Chestnut Tree already identified as requiring cutting back on previous inspections.

Councillors also raised that some of the reflectors on the wooden posts around the village green had been damaged and needed replacing.

Cllr Watson had cleaned the Bus Shelter windows since the inspection.

b) Report on inspection of allotments & gardens.

Cllr Hunt advised that some of the Fen Allotments had not been farmed due to flooding of the fields in the Spring. Otherwise there were no issues to raise on the Fen Allotments.

The Riverside Allotment Gardens were generally in good order apart from a couple where the new tenants had not been allocated the tenancy early enough to make any real progress. There was one untidy garden allotment where the tenant had recently passed away and one allotment garden was not particularly in good order but was now being work on by the tenant.

c) To discuss building materials placed on the village green outside 21 The Bank.

Councillors agreed that a request should have been made to the Council for permission before the materials had been placed on the village green. Whilst legal proceedings may possibly be successful if the grass is damaged it was resolved by a majority vote that this approach should not be pursued but to write to the resident insisting that he ensures that once the building materials are removed that any damage caused to the grass or ruts made in the village green are rectified.

#### **18/157. Centenary Celebrations.**

Cllr Hammond advised that progress was being made in arranging an afternoon exhibition of War Memorabilia followed by a dance on Saturday 10<sup>th</sup> November. Councillors suggested that perhaps the school should be approached to enquire if they wished to be involved with the events being planned.

#### **18/158. Amenities 95 Management Committee report.**

Cllr Hunt advised that the CCTV Cameras had been put on hold for now and would be replaced once the village hall refurbishment had been completed. A sub-committee held their first meeting to discuss fund raising and activities for the future when a Horse Racing night, Quiz and Halloween event had been proposed together with a Gin Festival, Tec Club, Singing Club and a Firework display for next year.

#### **18/159. Highway & Street Lighting Matters.**

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

Councillors raised the following issues:-

Pot holes at Church End marked for attention several weeks ago but still not completed.

Temporary Give Way sign at Swanbridge still not replaced after 8 weeks.

Overgrown hedges obstructing the footpath outside the telephone exchange, The Limes, Main Road and along Fen Road.

Pot holes at the Highside junction.

Cllr King reported that repairs to Silvers Lane were to be completed shortly at an estimated cost of £30,000. The County Council had confirmed that both they and the contractors were responsible for the experimental process used for the repairs in the first instance.

b) Up-date report on the Local Highways Improvement scheme for 2017/2018 for the extension of the footpath along Sealeys Lane.

Cllr King had received an email from the County Council advising that they were not in a position to provide funding above the maximum £10,000 threshold for schemes. The County Council were still insisting that the extra cost was due to the necessary additional drainage work required by the North Level Internal Drainage Board. As Councillors considered that this work was not required it was resolved for the Chairman to arrange to meet with representatives from the Drainage Board to discuss this aspect of the project.

The County Council had offered to defer payment of the additional cost to the Parish Council until the 2019/2020 financial year in order for the extra funding to be raised through the Parish Council's Precept.

Councillors resolved to respond to the County Council advising that they wanted to proceed with the scheme up to a maximum total cost of £12,250 with the County Council contributing £10,000 and the Parish Council £2,250, to be paid in this financial year.

Cllr King advised that he had been unable to arrange a site meeting to discuss the Swanbridge junction as the County Councils road safety officer had advised that there had been insufficient injury accidents to qualify for funding for any improvements under the road safety budget. The County Council suggested that an application be made under the Local Highway Improvements scheme next year for speed cushions.

Councillors were unhappy with this response and agreed enquiries should be made with the Police about the number of accidents at this junction over the last 3 years.

c) Email from Fenland District Council regarding the terms, conditions and cost of the street lighting maintenance contract for the Parish Council to consider and approve if they wish to remain within the District Councils maintenance contract.

The Chairman advised that the alternative quotation from the contractor had still not be received. Councillors resolved not to make a decision on the District Councils offer until this quotation had been received

d) To report any faulty Streetlights.

There were no new faulty street lights reported by Councillors.

**18/160. Future use of the North Level Internal Drainage Board riverbank from Swan Bridge along Murrow Bank to Murrow.**

The Chairman advised that he had spoken to Councillors regarding a similar site at Tydd St Giles and had been informed that no maintenance of the land takes place. The Clerk had met with the Council's current grass cutting contractor who had reservations regarding the accessibility of the land near to Swan Bridge but felt that the Murrow Bank end might be possible to maintain but the overgrown Hawthorn hedge could cause problems. Councillors resolved to meet with the Internal Drainage Board to discuss the matter.

**18/161. Councillors questions to Chairman & Clerk.**

There were no questions raised by Councillors.

**18/162. Any other business (information items only).**

The Swan Inn were having a Fun Day on the 11<sup>th</sup> August and permission had been given to place a Bouncy Castle on the village green.

A Freedom of Information request had been received regarding funding given to FACT and related correspondence. The Clerk was in the process of preparing a response as funding had been given in the last 6 years.

Cllr Watson advised that he had checked the condition of road name signs in the village and new signs were required for Brewery Close, Riverside Gardens and Newlands Road. Clerk to request the District Council attend to this matter.

**18/163. Dates for future Council meetings.**

The next meeting was confirmed for Wednesday 12<sup>th</sup> September at 7.00pm in The Cage.

Meeting closed at 9.45 pm.