

Minutes of Parson Drove Parish Council Meeting held on 9 December 2020 at 19.00

Due to the current COVID-19 pandemic and in line with new regulations, the meeting took place virtually & physically. Notices of the meeting were posted on the village notice board and on the council's website, giving members of the public the opportunity to participate.

In attendance were Parish Councillors: G Booth (Chairman), P Williams, J Hunt, C Killingworth.
Also, in attendance: and CCC Cllr S King, FDC Cllr S Bligh.

206/20. Apologies for absence.

Apologies were received from P Spriggs & R Fowler. It was noted that there is currently no Clerk and the Chair was undertaking the administration duties of the Council.

207/20. Requests for Dispensations.

None Received.

208/20. Declarations of Interest

Cllr Killingworth 189/ 20 a) Personal – related to the applicant.

Cllr Booth 220/20 – Personal – Allotment Holder

Cllr Killingworth 226/20. Prejudicial – Secretary of Amenities 95.

Cllr Booth & Cllr Hunt 226/20. Personal – Committee Members.

209/20. Public Participation - None.

210/20. Members approved the minutes of the meetings held on 11 November 2020.

211/20 Matters arising from the minutes not covered on the agenda (information only)

Minute 191/20 a) Letters sent regarding application F/YR20/0910/F

Minute 191/20 C) Feedback provided on Polling Place review

Minute 193/20 b) Letter sent to Pretoria Energy

Minute 198/20 A form completed by the previous Clerk had been found on files suggesting sites for MVAS, however this had not been received by the County Council

Minute 201/20 c) Speed limit amendment application submitted, consultation to begin in new year

212/ 20 Parish Council Vacancy – Co-option - 3 applications received. It was agreed to invite candidates to the 20th January meeting to give a short speech on why they wanted to be co-opted.

213/20 Planning Matters - Applications made -

- a) F/YR20/1195/F - Erect an agricultural grain store - Land East Of Harmony House, Long Drove, Parson Drove, Cambridgeshire. Voted by a majority to recommend refusal for the application as there does not appear to be a business connected to support the erection of a grain store.

214/20 Notification of the planning decisions from Fenland District Council were noted:

- a. FF/YR20/0911/TRTPO - Works to 1 x Ash Tree covered by TPO 02/1977 (G1) - Acre House, 56 Main Road, Parson Drove, Cambs, PE13 4JA - Granted

215/20 Correspondence – members are asked to note:

- a) Rural Cambs Citizen Advice Donation Request S.142 LGA 1972. Agreed to pay £50.

216/20 Fenland District Council

- a) Reports - Cllr Booth confirmed Anglian Water had attended a meeting of the Overview & Scrutiny panel where they confirmed no upgrade was planned to the local pumping station, however works were being undertaken to upgrade pipes in the area. Cllr Bligh was continuing to deal with individual parishioner enquiries. Cllr Bligh, Booth & King attended an update meeting on the Guyhirn Roundabout changes at the A47. The issue of traffic using the villages as a rat run was raised. The contractors will be sending information out, with contact details to report issues.
- b) Street Lighting – The Chair had requested quotes for replacement streetlights from FDC. It was noted that several repairs had been completed. The Chair also reported that the Street Light opposite Woad Mill Farm had been added to the inventory held by FDC and would be repaired.

217/20 Cambridgeshire County Council

- a) Reports - Cllr King reported he was a member of the Local Highway Improvement bids process. It was also noted that the works on the A47 are being undertaken by Highways England. Cllr King would also be feeding concerns regarding HGV's into new working group.
- b) Highways matters – Silvers Lane potholes would be repaired by the Dragon Patcher. Officers had been unable to determine where the issue of flooding along Fen Road was taken place, Cllr King agreed to investigate further.

218/20 Police Update Report

The next local police monthly remote meeting is scheduled for 11th December 2020.

219/20 Financial Matters

- a) Receive and Consider External Auditors Report for year ending 31st March 2020. The report was noted, which included the observation that appropriate notices had not been displayed according to the regulations this year. The Council wished to record thanks to Mrs Reader (locum clerk) who had stepped in at short notice to prepare the paperwork for submission, which was required after the departure of the previous Clerk.
Payments made.
- b) EON – Electricity the Cage - £53.48 – Noted. It was agreed under Financial Regulation 6.7 that future payments should be set up under direct debits for electricity and water bills for The Cage.
Payments to be agreed.
- c) Consider quotation for Tree Survey for the Village Green - £100. Agreed.
- d) PKF Littlejohn – External Audit Fees - £240. Agreed.
- e) Note Credit from FDC – Business Rate Rebate Grant - £1,334.00. Noted.
- f) Consider request & quote for Posts on the village Green – Agreed to progress with revised quote from Fishlocks, as they had installed the previous Bollards on the Green. It was noted the council had only been able to approach 2 local companies for this work. The council felt it was important to retain the existing style given the visual impact on the Conservation Area.
- g) FDC Confirming Concurrent function grant of £5,330 for 2021/22. Precept form to be sent by 5th February 2021. Noted.

220/20 Allotments

- a) Update on Payment of rents - All payments except one have now been received, this was due to an admin error.

221/20 Painting of the village sign.

Quotes for cost of refurbishment to the sign had not yet been received back.

222/20 Website Accessibility Code

A website test had been completed showing 90% compliance, with minor issues noted. Agreed to draft an accessibility statement for the website, which would complete any outstanding actions.

223/20 Update on Wryde Croft grant

The documentation had been completed returned to draw down the grant. MVAS form to be completed and sent to the County Council.

224/20 Update on quote requests regarding clearance of the graveyard for St John the Baptist Church. Three quotes were requested and would be considered when returned. Discussions were ongoing with the Churches Conservation Trust.

225/20 Request to set up a Parish Council Facebook Page

After considerable discussion it was resolved to consider this once a new Clerk was appointed.

226/20 Amenities 95 Report

No meeting had taken place and waiting for guidance on when the hall can be re-opened.

227/20 Any Other Business (Information Items Only)

Renewal Membership Fees would be considered at the next meeting for Cambs ACRE and SLCC.

228/20 Staffing

Members are asked to consider a resolution for Council to exclude members of the public and press from the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the sensitive nature of the business to be transacted under this item. It was agreed not to exclude the public and press and continue to extend the recruitment for a new Clerk.

229/20 Date of next meetings agreed 13 January & 20 January (Precept setting) 2021 at 7pm.

Signed as a correct record G. Booth (Chairman)

13 January 2021