

# Parson Drove Parish Council

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## Minutes of a meeting of Parson Drove Parish Council

Held on 13<sup>th</sup> October 2021 at 19:02

**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 Spriggs, P Williams, J Hunt, R Fowler, P Unwin.

Also in attendance were and CCC S King, FDC S Bligh, Clerk David Boyce as well as one member of the public.

*Cllr G Booth Chaired the meeting and opened it at 19:02.*

184/21. To agree the apologies received

The Council **agreed** the apologies of Cllr C Killingworth.

185/21. To receive requests for Dispensations and record interests

Cllr John Hunt and Gavin Booth gave their interests for 198/21 as personal. Members were reminded that they could raise their interests at any point in the meeting.

186/21. Open Forum – Public participation.

The Speedwatch representative informed Members that the sessions were effective, however the Police hadn't attended one since they had restarted, not even one of the three sessions held on the Focus Day. This lack of support had been communicated to their co-ordinator who took action to facilitate officers supporting moving forward. It was noted the positive impact being had from the sessions, including the first month since the resumption in May this year.

187/21. To agree the minutes of the meeting on 8<sup>th</sup> September 2021

The minutes of the meeting held on the 8<sup>th</sup> September 2021 were **agreed** as a true record.

187/21 a. Matters arising from previous minutes not covered on the agenda (for information only)

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It was noted that the play equipment from Fenland District Council had been installed, with some tidying up left to be done.

188/21. To receive the District Councillors Report

Councillors were told that the District Council met on the 30<sup>th</sup> September 2021 to discuss the boundary review, where it was agreed to propose 42 Councillors in Fenland to represent the projected population growth in the area. It was discussed about having less however it was noted poor turnout to Committee meetings and appointment to outside bodies which would be exacerbated by reducing numbers. Anglian Water attended the Overview & Scrutiny Committee where the water pressure had also been commented on, with works to the Friday Bridge pumping station possibly being completed, but assurances being made that the piping scheme was still going ahead. It was also noted that Amy Brown would be the interim Monitoring Officer whilst the existing one take maternity leave. A focus day for the dualling of the A47 was being undertaken where it was being promoted for support on social media.

189/21. To receive the County Councillors Report

The Members acknowledged the report sent via email, which included information around the new Highways Officer for the area, the timescales for the Civil Parking Enforcement programme being projected to be in force by October 2023, the work to get the verges repaired by the companies responsible for damage and directing the Highways Officer to review potholes down Long Drove. CC S King then told Councillors that the budget for the rest of the path down Sealeys Lane had been allocated (£75,000) for this budget year and any LHI bid applied for could be used as a contingency fund. He told the Council that Johnsons Drove and Bridges Drove had been put forward for an appropriate retread scheme which had the intention of levelling the road.

190/21. Highways Matters

191/21. a. Councillors acknowledged the road closure on Fen Road and Long Drove, Parson Drove as lies between Swan Gardens and Oaklea Holme for water maintenance from 18<sup>th</sup> October 2021 to 17<sup>th</sup> April 2023.

191/21. b. Councillors acknowledged the road closure on Harolds Bank, Parson Drove as lies between Sealeys Lane and Bleak House Farm from 4<sup>th</sup> October to 6<sup>th</sup> October 2021

191/21. c. Councillors acknowledged the road closure on Back Road, closed from a point 10m west of junction with Front Road, closed for a further 1000m (closure on the day to be done in small sections to maintain residential access) from 27<sup>th</sup> October to 29<sup>th</sup> October 2021.

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191/21. d. To inform Highways of a residents issue with flooding at Ingham Hall Gardens.

One resident had contacted the Council with regard to the flooding from the private road onto Ingham Gardens when it rained and asked the Parish Council to provide representation and that flood risk is mitigated in all future planning applications at the site. It was noted that on the public Highway there was a drain installed but the level of the drain was higher than the road and therefore would not allow any excess water to drain away. The Clerk noted that the Council could not do something in favour of a private individual, such as influence the outcome of a planning decision in an area they are not a statutory consultee in on private property as this was covered by the Planning process already, the Parish Council was a statutory consultee without the knowledge or expertise at its discretion to make flood risk decisions without any professional assessment being completed on their behalf to make that decision. The resident concerned had been directed to the correct areas (Highways to register a FixMyStreet and Planning to add their comments also once the application had been made) by the Clerk to receive resolution. The conversation moved into where the Council could affect change and influence policy as it has a better local perspective, reminding themselves that comments are invited to the Parish Council as part of the Neighbourhood Plan. It was **agreed** to contact the Highways Officer to ask that flood risk mitigation be considered in all their future consultation on Planning in that area, as well as raise about the drain that has been installed in such a way that it cannot drain anything.

No additional Highways matters were brought to the attention of the Council.

192/21. Planning application decision updates

192/21 a. None

193/21. Planning applications for comment

193/21. a. F/YR21/1121/F - Change of use of land to a traveller's site involving the siting of a mobile home, touring caravan and erection of a Day Room and a 1.8m and 1.2 metre high (approx.) close boarded fencing - Land North of Caravan, Sealeys Lane, Parson Drove. The Council Objected as per their objections to another similar application of reference : F/YR19/0540/F. It was also noted that the Parish Council is disappointed that FDC have still not completed the Gypsy & Traveller Housing Needs Assessment.

193/21. b. F/YR21/1058/F - Erect a single storey garage to front of existing dwelling - Willow Lodge 31B The Bank Parson, Drove. The Council had no objections.

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193/21. c. F/YR21/1163/F - Change of use of residential land and garage to commercial workshop with parking/storage area with 2.0 metre close boarded fence including erection of a single storey extension and 2.0-metre-high close boarded fence/gate to front and side - Land West of Sycamore Lodge, Seadyke Bank Murrow. The Council supported this commercial application in line with the Neighbourhood Plan.

193/21. d. To collate extra planning concerns from around the Parish to report to Fenland District Council.

Cllr P Spriggs noted that there were a number of temporary living accommodations around the Parish that were approved for the purpose of erecting a property however were being lived in full time still by other family members. It was **agreed** to collate and send the concerns to the planning enforcement team.

194/21. The Council **agreed** the payments of the Council

194/21. a. Payments to make

- i. Clerks Salary (£477.71)
- ii. Working from home allowance (£25.00)
- iii. EE (£22.80 including £3.80 VAT)
- iv. Contribution to the LHI bid CC Council (£2,451.07)
- v. PFK Littlejohn LLP Audit fees (£408.00 including £68.00 VAT)

194/21 b. Payments made

- i. E-On (£33.00)
- ii. Wave (£20.00)

194/21 c. Payments received

- i. Precept 2<sup>nd</sup> 2021 (£10,280.00)

194/21. d. Payments to agree upon

- i. The electrical condition report quotes for the Cage were considered and the middle quote was agreed with Wisbech Electrical
- ii. Training for Councillors and the Clerk were deliberated, where it was **agreed** for Councillors Richard Fowler and Pam Williams to attend the evening session offered at Wisbech St Mary.

195/21. To receive financial update report

The Council were referred to the circulated reports including income and expenditure, VAT Return, Bank reconciliations and a precept report where 59% of the budget had been spent over 58% of the year. Councillors agreed the received financials.

196/21. To agree to cover the North Level Drainage Board costs (approx. £900.00) in respect of arranging the riverbank path to Murrow lease.

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Members were informed of the costs being £900.00 including the first years rent set at £100.00

Councillors were told that the Wisbech St Mary Parish Council were prepared to contribute half the legal costs but nothing toward the upkeep or ongoing maintenance. It was noted that Parishioners from both places would take equal benefit of the permissive footway, as well as noted that its path lay entirely within the Parish of Parson Drove. It was **agreed** to cover the legal costs for preparing the lease with the 50% contribution from Wisbech St Mary Parish Council.

197/21. To agree remedial actions to take following letters issued to Allotment tenants.

The Council were informed that only one tenant had come back to explain the issues they had had with attending to their allotment in the last 12 months and asked to hand back half their allotment. It was **agreed** to advertise the half plot.

198/21. To receive the Amenities 95 report

Members were informed that the committee hadn't met since last time but were anticipating on meeting shortly. The Council was also informed that the Christmas Fair had been planned for 12<sup>th</sup> December 2021, which didn't conflict with the one at St Johns church on the 5<sup>th</sup> December 2021.

199/21. To receive the Police report and collate comments to forward on

It was noted that the police had not met. There was nothing to report back.

200/21. To agree the risk assessment and monthly check sheet for the swings

This was **agreed** with the amendment regards to checking the matting underneath the swings on the monthly check.

201/21. To note update on proposed works to trees on The Green

Members were informed the application had gone in to FDC and awaiting official response, however it was noted the works were largely permissible anyway. The Risk assessment including method statement, as well as the insurance, had been received from the contractor. Members were also informed that one resident had raised their concerns with regards to trees on the Green but these had been addressed with the Council's processes being explained.

202/21. Note update on Street Lighting from FDC

The Council was informed that the District Council sought opinion on continuing with the current contractor for street lighting. The Council had also received a

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replacement costing for the knocked down street light of £741.48 plus VAT which was **agreed**.

203/21. To collate proposed agenda items for the next Council meeting

- Review of the Village Website.
- Chase quotation for additional streetlights in Parish.

204/21. To agree the date, time and venue of the next Council meeting

205/21. Staffing matters

203/21. a. The Members were 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, which was **agreed**.

*The Council meeting was closed at 21:14. The Closed session began at 21:16 once the members of the public had left the room.*

203/21. b. The Council received the Clerks review where the following agreements were made:

- It was agreed to send the Clerk on finance training with CAPALC
- It was agreed to send the Clerk on CiLCA training
- It was agreed to pass the Clerk from his probationary period with the Council.

*The Council's closed session was closed at 22:00 where the meeting ended.*