

# Minutes of a meeting of Parson Drove Parish Council

Held on 14<sup>th</sup> April 2021 at 19:00

**Due to the current CoVID-19 pandemic regulations, the meeting took place virtually via Zoom. 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, C Killingworth, R Fowler and P Unwin.

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

*Cllr G Booth Chaired the meeting and opened it at 19:00.*

71/21. Apologies for absence.

There were no apologies due or received by the Council.

72/21. Requests for dispensations.

There were no requests received.

73/21. Declarations of interest.

Members were invited to disclose their interests and reminded members that they could register their interests at any point in the meeting. The following interests were registered:

- 78/21 Cllr C Killingworth, personal
- 74/21 Cllrs J Hunt and G Booth personal as they are on the committee
- 74/21 Cllr C Killingworth prejudicial as Secretary

74/21. Welcome new Clerk to the Parish Council

The Chairman formally introduced the new Clerk, David Boyce, to Members and welcomed him to the meeting. Cllr Unwin introduced himself on his second meeting. FDC S Bligh introduced herself as District Councillor representation.

75/21. Public participation.

The Chairman invited comments from members of the public, where the representative for the Community Speedwatch informed the Council that the Community Speedwatch will be back in May this year following a year of suspension due to the pandemic.

The Chairman then invited all participants to commemorate HRH the Duke of Edinburgh with a minutes silence, to which all partook. The Chairman then updated the Council that due to the current pandemic situation, Operation Fourth Bridge protocols (in the event of the Dukes death) were amended to ask the public that, instead of putting flowers by the war memorial to please make donations to the charity of your choice as per the Dukes wishes, as well as directing members of the public to the book of condolence online [here](#). The Chairman finally offered condolences to the Queen on behalf of the Council.

76/21. To approve and sign the minutes of the meeting held on 10<sup>th</sup> March 2021. The minutes of the meeting were proposed and **agreed** as a true record, where the Chairman duly signed them.

77/21. Matters arising from previous minutes not covered on the agenda (information only). The Chairman updated members that from item 51/21 regards tree works in the common areas that the application had been sent, that he had received some questions back and had to gain further information. It was noted that two quotes were needed as it was below the tender amount, with a schedule of works to be prepared.

The item 57/21 c) where it was noted that there were concerns raised by a members of the public.

The item 59/21 regards to the ROSPA inspections, Members were informed that the inspections were received yesterday and they would be duly reviewed and auctioned appropriately.

The Chairman also informed that there was no update on the MVAS/SID application.

78/21. Planning matters. (access planning applications [here](#))

- a) F/YR20/0248/F – The Chairman asked if Members had had time to review the application and asked for comment. Cllr P Williams noted that there were two different descriptions of the location within the application. The Chairman noted that the application included no infrastructure. It was proposed and **agreed** that the Council should object as the application as outside of the agreed [Neighbourhood](#) Plan, including that a material consideration of no Footpath provision had been made. It is to be recorded that Cllr C Killingsworth abstained from the motion.

79/21. Planning decisions since the last meeting.

- a) F/YR20/0079/CERTP - The Certificate of Lawful use was noted as having been granted.
- b) F/YR20/1269/F – It was noted that the demolition of and erection of an agricultural building had been granted.

80/21. Correspondence received.

- a) Email re: Konica Minolta regards unpaid invoices. The Chairman informed members that the issue was ongoing following the printer being lost by the company when they went to reinstall it in December 2019, yet they were still invoicing the Council. The Clerk suggested that under section 19 of the Consumer Rights Act 2015 that the service supplied does not conform to the contract taken and a letter could be issued to begin the dispute process formally.
- b) Email re: FDC review of Parish Councillor allowances. The Chairman noted that there was not long enough given to properly send back feedback, as well as the fact that no allowances are paid to Members at Parson Drove Parish Council. It was noted that the intent was for the people, not for the money, but also that the workload placed on Councillors was increasing. It was discussed about paying a small Chairman's allowance to encourage others to take on the role. It was **agreed** to respond to say that the hours had increased and no allowances were taken.
- c) Email re: FDC review regards allotments in the Parish. It was noted that the information had been supplied for the local plan. Members were informed that there had been some feedback regards untidy allotments, as well as one tenant now being outside the Parish, but the rents were paid up to date and there would be an inspection in June or July this year.

81/21. Fenland District Council (FDC)

- a) Councillor reports. FDC S Bligh noted that there was little new to report. It was also brought to attention that the FDC had not met since the 8<sup>th</sup> March, as well as Business Rate Relief grants have continued.
- b) Street Lighting. Members noted that UK Power Networks were responsible to provide additional information for outstanding quotes. It was brought to Members attention that the District Council would be paying the rate relief monies to the Parish Council again and it was noted that this money could be used to pay for the quote that would expire 1<sup>st</sup> May 2021, which was proposed and **agreed**. It was also asked to investigate how electricity consumption was calculated.

82/21. Cambridgeshire County Council

- a) Councillors report. CCC Cllr S King gave his thanks to Members for all their support and hard work as this may be his last meeting as County Councillor. Following previous requests from the Council Cllr King noted that he had been investigating a temporary weight restriction for when traffic is diverted from the A47 Guyhirn roundabout works, but this seemed unlikely as this approach was not adopted for other similar works such as on the A14 by Highways. It was

noted that there was a possibility of “Unsuitable for HGV’s” signage instead, but that this was unenforceable.

1483

- b) Highways Cllr Unwin asked of Cllr King regards the hedges down High Side, where Members were told that the Highways representative deemed the hedge not to be an obstruction of the Highway and so no further action was to be taken.

Members raised their concerns that the road was not passable in the event of meeting an agricultural machine down the rural route which Cllr King agreed to take back to Highways. It was also noted that Silvers Lane potholes are reappearing.

83/21. Police Update Report.

From the meeting held on the 19<sup>th</sup> March 2021 at 18:00, it was noted that the Police would be happy to do speed checks where requested. Cllr P Williams asked if someone else could take on the role and start with the next meeting on the 30<sup>th</sup> April 2021, then informed Members that there had been 14 crimes in the ward, down by 7, including sporadic catalytic converter thefts. The Chairman asked if there was more specific information regards to the area and the crimes committed, where FDC S Bligh noted that this was not possible for the Officer responsible. Cllr S Bligh then offered to take questions and information whilst at the meeting on behalf of the Parish Council.

84/21. Financial matters.

Payments made

- a) Direct Debits to Eon £33.00 and Wave £20.00 had been made.

Payments proposed to be agreed:

| Agenda item number | Orignator                | Reason   | Amount Gross(£) | Of which VAT (£) |
|--------------------|--------------------------|--|-----------------|------------------|
| b                  | Fenland District Council | Business rates                                   | £433.92         | £0.00            |
| c                  | Insurance renewal        | Zurich quote, renew on 1 <sup>st</sup> June 2021 | £905.56         | £0.00            |

Item b) was **agreed**.

- c) It was noted that the insurance had gone up slightly. It was **agreed** to negotiate a decrease on that insurance and **agree** to the renewal.
- d) Fenland Business Grants submission payment of £9373.83 had been received for the Cage as it is a closed museum, with another payment due the day of the meeting. It was noted that the Cage was to be inspected in July to highlight maintenance items including repointing and work to seal the roof.

- e) Consideration of Training for Councillors and the Clerk. Members were made aware that Cllr P Unwin was booked onto new Councillor training which had an associated cost of £75.00 which was **agreed**. It was also noted that the CiLCA course started September 2021 for the Clerk, which was around

1484

£400.00, who should be finished with probation by then, which was also **agreed** subject to probation being completed.

- f) It was discussed about the purchase of a laptop this month to the value of £350.00, as well as a dedicated mobile number for Parishioners and Councillors could contact the Clerk with a sensible service level agreement in place, which was **agreed**. Cllr J Hunt informed members that he had set up an email address and 2GB of Cloud hosting area to be trialled and to see if it fit the Council workings moving forward.
- g) The Chairman then presented the Budget Report & Receipt & Payments Bank Reconciliation report for the year ending 31st March 2021 with relevant amendments which were duly **agreed**.
- h) The accounts up to 31 March 2021 with their amendments were **agreed**.
- i) The completion of the Corporate Governance Questionnaire by the Chair for Internal Auditors was noted and **agreed**.
- j) The Draft AGAR was reviewed and agreed. Cllr P Williams asked that thanks be recorded for Yvonne, the outgoing Clerk, for all her hard work to get the Parish Council finances up straight for the audit

71/21. Update on LHI bid 2021/22.

Members were informed that the bid had scored just over the line and subject to committee approval should be progressed.

72/21. Consider Wildlife projects for the Parish

Cllr J Hunt asked for more support from more local Members as he had found it difficult to identify what areas were Parish Council land and responsibility to be able to come up with a plan on his own. Suggestions were made by other Members and Cllr P Unwin offered to support Cllr Hunt in the project, requesting a copy of the Register of Assets. It was noted by some Members that it would be difficult to deliver on the existing owned lands.

73/21. New Litter bins.

It was noted that a price of between £450 -£500 per bin was quoted, agreed to have a set meeting with FDC to progress the project.

74/21 Amenities 95 report.

The Hall was to be reopened, subject to relevant legislation and easements, on the 17<sup>th</sup> May 2021.

75/21. Any other business (for information only).

A discussion ensued regards to time limits on parking bays near the school to stop the all-day parking currently going on.

It was also discussed regards the maintenance issues with the housing association at the land at the entrance to Springfield Road, agreed to write a letter to the Housing Association.

The hedge at the Openreach exchange on Fen Road needed cutting back, to notify CCC.

It was noted that the streetlight on Fen Road that had been knocked had not been replaced yet. Update to be requested.

The Council newsletter for Village Voices had been submitted.

1485

76/21 Date of future meeting in May 2021 and the Annual Parish Assembly to be agreed.

The Chairman explained the conflicts of legislation and the issues that it had posed. It was noted that the Cage would be far too small to accommodate all the Councillors, the Clerk, the invited FDC and CCC Councillors as well as members of the public with social distancing and safety measures in place and so the Village Hall was sought for the 19<sup>th</sup> May 2021, which was **agreed**.

*The Chairman closed the meeting at 21:38.*

#### Items for the next agenda

1. To accept the ROSPA inspection and agree on the maintenance items from the ROSPA inspection
2. To agree on the schedule of works for the maintenance of the Cage
3. To agree to discuss whether a time limit on the parking bays near the school should be progressed.
4. Future maintenance of St Johns Churchyard