

Parson Drove Parish Council

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Minutes of a meeting of Parson Drove Parish Council

Held on 12th April 2023 at 19:00

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 & P Unwin.

Also in attendance were Clerk David Boyce as well as five members of the public.

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

70/23. To agree the apologies

The Council **agreed** the apologies from Cllr Fowler. The dispensation for Cllr Killingsworth was noted. Apologies were received from FDC Bligh and CC King

71/23. To receive requests for Dispensations and record interests

The personal interests of Cllrs Booth and Hunt were noted for item 91/23. It was also noted that Cllr Booth registered a personal interest in 78/23. c. The Chairman reminded the Councillors that they could register any interests at any point during the meeting.

72/23. Open Forum – Public participation.

The first two members of the public reported that along The Bank there were potholes developing over two inches in depth that were retaining water and causing a nuisance up their drive, but after reporting it to Highways were only told that there was no further action to be taken. The members of the public reported loose shale from the hole being fired into their window, as well as water. It was noted the clerk could contact Highways and CC King and the Chairman reported the pothole at the time in the meeting. The Chairman noted that this time of year caused potholes to worsen and it was the end of Highways financial year. Another member of the public reported potholes further down The Bank where a resident had taken up their front wall and Highways had come and tarmacked over it on the path but had left all the potholes along the actual Highway and explained that when he had spoken to the contractor, was informed that they weren't meant to fix the potholes. It was noted that the closed reference numbers for the potholes were 421063 and 419209. The Community Speedwatch noted the enforcement support from the Police, having held as many sessions as practical in Parson Drove with more scheduled for April.

73/23. To agree the minutes of the meeting on 13th March 2023

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The Council **agreed** the minutes of the meeting on 13th March 2023.

73/23 a. Matter arising from previous minutes not covered on the agenda (for information only)

The Chairman noted for 73/23 a. that the that the Fen Road and Murrow Bank scheme consultation circulated locally ended today and that they should be ready for the applications next year.

74/23. To receive the District Councillors Report

Cllr Booth informed the Council that the District Council are in Purdah, and thanked FDC Bligh once again for her service to the Parish.

75/23. To receive the County Councillors Report

In CCC Kings absence it was noted that a report had been received earlier that day, where the Council were told that there had not been enough accidents at Swan Bridge, in particular of a high severity, to warrant any further action by Highways. It was noted from CCC Kings report that the Silvers Lane potholes had been ordered for repair and that the Murrow Bank road edges were to be repaired with the Dragonpatcher. It had been conceded that further investigation was required with the surface water issues at Ingham Hall Gardens, including into the existing drainage pipes to find a suitable solution. It was noted that Bellamys Bridge would be relined from the 17th April 2023. Cllr Williams asked how to report poor standards of work, especially around pothole repair. The Clerk explained that there were insufficient complaints on the County Council portal to give the faults priority and that adding complaints when Highways closed them would be a great form of feedback on the works, which could be given here: <https://highwaysreporting.cambridgeshire.gov.uk/> but without community reporting it would be difficult as the Parish Council creating a report had the same weight as one resident.

76/23. Highways Matters

It was requested to report the drop kerb next to the footbridge on The Bank as it was broken, where it was **agreed** to report it. It was also noted that the hedge on High Side was now making the Road unpassable, as well as the path along Fen Road, which were both **agreed** to be reported.

76/23. a. To report any new street lighting faults

There were no new reported street light faults.

76/23. b. To update on the street lighting replacement scheme questions

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It was noted that the Clerk had put a response together but had not had a reply prior to the meeting to the outstanding issues and charge back of the replacement scheme.

76/23. c. Minor Highways Schemes

77/23. The Council noted the Planning application decision updates as follows:

77/23 a. F/YR23/3021/COND Fen Farm Long Drove Parson Drove Cambridgeshire PE13 4JT Details reserved by condition 2 (construction environmental management plan) of Planning permission F/YR22/0386/F (Erect an agricultural machinery shed) Status: Approved

77/23. b. F/YR22/3091/COND Agricultural Building South East Of Bridge Farm Long Drove Parson Drove Cambridgeshire Details reserved by Condition 02 (Contamination), 03 (Construction Management Plan), 07 (Landscaping), 09 (Materials) and 11 (Bat and Bird Boxes) of planning permission F/YR21/1502/F (Conversion of existing agricultural buildings to 2 x dwellings (2-storey 4-bed) involving the erection of a single-storey side extension and detached garages, and the demolition of 2 x agricultural buildings) Status: Unknown

78/23. Planning applications for comment

78/23. a. As it was their application, the Council noted application F/YR23/0261/TRCA Village Green The Bank Parson Drove Cambridgeshire Works to 1 x Cherry Tree within a conservation area

78/23. b. As it was their application, the Council noted application F/YR23/0263/TRCA Village Green Station Road Parson Drove Cambridgeshire Works to 2 x Maple Trees and 1 London Plane Tree within a conservation area

78/23. c. The Council deliberated application F/YR23/0248/F 19 John Bends Way Parson Drove Wisbech Cambridgeshire PE13 4PS Erect a 2-storey extension to side of existing dwelling and alterations to access, involving demolition of existing garage where discussion around losing the garage would lose a parking space and an extension would increase the likely need for parking. Visibility concerns were raised as the property was cited on a blind corner. It was agreed that the Council would comment that it had access concerns regarding the new parking being on a blind bend and would ask that Highways pay particular note to this. The Council also asked that all building materials and workers be contained within the site for the duration of the works and not blocking the road. Cllr Spriggs declared an interest in this item.

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79/23. The Council **agreed** the payments as follows;

79/23. a. Payments to make;

- i. Clerks Salary (£486.03)
- ii. Working from home allowance (£30.00)
- iii. Postage costs (£)
- iv. PFK Littlejohn (Audit fees) (£456.00 including £76.00 VAT)
- v. Fenland District Council The Cage council tax (£499.00)
- vi. Severn C Products LTD (Coronation Coins) (£415.20 including £69.20 VAT)

79/23 b. Payments made;

- i. E-On (£33.00)
- ii. Wave (£20.00)
- iii. EE Telephone bill (£24.91 including £4.98 VAT)

79/23. c. Grant requests to consider;

- i. Murrow Book Café request (£50.00)

The Council deliberated the grant request where it was **agreed** to instead pay £100.00 as a grant to Murrow Book Café.

80/23. To receive the completed AGAR report 2021/2022

The Clerk submitted the completed AGAR report 2021/2022 which was received by the Council. The Clerk noted that, on his first go he had made two errors, one of which was adding two numbers together which shouldn't have been and the other the timing of submission, with plans in place to get ahead of it for this year.

81/23. To receive the Bank Reconciliation & approve Budget Report for the year ending 31st March 2023

The Chairman explained that due to the way Santander managed their community accounts the statements had not been received for the purpose of completing the accounts and therefore moved that items 81/23-84/23 were placed onto the May agenda. The Clerk noted that changing banking provider was high on the list for after the elections in May.

82/23. To receive the Internal Auditors report

This item had been moved to be taken in May.

83/23. To approve the Accounts for the year ending 31st March 2023 ready for the Internal Audit

This item had been moved to be taken in May.

84/23. To approve the Chairmans completion of the Corporate Governance

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Questionnaire for Internal Auditors

This item had been moved to be taken in May.

85/23. To agree the grass cutting tender

The Clerk explained that, despite appeals to local tradesmen, there were only two respondents and one had been a month late. The total cuts were summarised into a price of £3192 against £4375 where the Council **agreed** to continue with the existing contractor for one more year.

86/23. To discuss a way forward for the Cage roof

Cllr Spriggs explained that the Cage roof had been braced some years ago however has had a small leak for a number of years and a way forward needed to be investigated, especially as there were additional funds allocated for the Cage from the CoVID grants. It was agreed to **allow** the Clerk to seek a roofing opinion report.

87/23. To receive an update on the allotments

The Clerk informed the Council that all 5 of the vacant allotments had now been let and one person was on the waiting list. It was also noted that the last allotment had now been turned over. It was **agreed** to let 8a and 8b off their rent when due in October 2023 due to how poor a state they were.

88/23. To hear the progress of the Website Working Party

Cllr Unwin explained to the Council that Tamar had requested further information and that a test link had been sent, with hopes that it was live very soon. It was noted that the Council were unable to complete publication for the public or the audit.

89/23. To receive an update on the Lancaster Bomber Project

Cllr Williams told the Council that the meetings would be monthly. The wording was being checked for the book with spellings and the information board outlay was taking shape. It was **agreed** to investigate getting where the information board would be installed built up. It was noted that there would be a vintage bus doing rounds of the village on the day to take people to the bomber site as well as the Village Hall where proceedings will take place. Cllr Booth noted that the road closure had been applied for but noted that traffic management may pose an issue. It was **agreed** to send the invites for formal RSVP.

90/23. To discuss the Coronation arrangements and requests

The Clerk informed the Council that the coins had been received and an invoice was being raised for the half that the John Bends Charity had offered to fund, and that all other stake holders were progressing with their plans.

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91/23. To receive the Amenities 95 report

Cllr Hunt informed the council that the AGM had been held, where everyone was re-elected, with one new committee member.

92/23. To receive the Police report

Cllr Unwin was delighted to report that a meeting had been held on the 10th March 2023, where it had been noted about speeding enforcement checks following working with the Community Speedwatch as well as other stake holders. It was noted the proliferation of Nitrous Oxide canisters in public spaces such as the Village Hall car park as well as across the wider community and that the Neighbourhood watch had been discussed. It was **agreed** to forward comments relating to the Nitrous Oxide canisters to the Police.

93/23. To collate agenda items for the next meeting

- Items 81/23 – 84/23

94/23. To thank outgoing Councillors for their service (The Clerk)

The Clerk gave thanks to all councillors for the time that they had been on the Council as well as the time they had been on with him. A special thanks was given by the Chairman for Cllr John Hunt and Cllr Christine Killingworth as they had completed two terms of service to the Parish and were not seeking re-election..

95/23. To agree a date, time and venue of next meeting

It was agreed to meet at the Village Hall on the 10th of May 2023 at 19:30 following the Parish Assembly.

The meeting closed at 21:21