

Minutes of Parson Drove Parish Council Meeting held in Parson Drove Village Hall on Wednesday 11th October 2023.

Attended by Councillors: G Booth (Chairman), P Spriggs (Vice Chairman), P Williams, P Unwin, Y Reader & A Rouse.

Fenland District Councillor Diane Cutler, Clerk David Boyce & 1 member of the public.

225/23. To receive apologies for absence.

Apologies had been received from Cllr R Fowler, County Councillor S. King, Cllr M Humphrey (FDC).

The Chair welcomed Cllr Y Reader to the meeting who duly signed her acceptance of office.

226/23. To consider any requests by Councillors for Dispensations and record interests.

Cllr Booth recorded a personal interest in 245/23. It was noted that there had been no requests for Dispensations received. Councillors were reminded that they could register their interests at any time during the meeting.

227/23. Open Forum – Public Participation.

The Parish Council were asked to complete a survey in regard to the shuttle bus for FACT. The Speedwatch group noted that there had been some work down Fen Road to raise awareness of the new speed limits, where a reduction in speeders from 22% to 14% has been seen. It was commented upon that there would be some police engagement in the area during November.

228/23. To approve and sign the minutes of the meeting held on the 13th September 2023.

The minutes of the meeting on 13th September 2023 were agreed.

228/23. a. Matters Arising from the Minutes of the 11th October. (Information only)

The Chairman found the items were largely on the agenda.

229/23. To receive District Councillors Report.

The Council were informed that the meeting was held last Monday, with annual reports from Overage and Scrutiny. The Head of the Planning department was to leave at the end of the year.

230/23. To receive County Councillors Report.

CCC Kings report was discussed in his absence. Cllr Spriggs asked about how to do the advisory 20mph signs.

231/23. Highways Matters.

The new Highways officer had confirmed that action was being taken regarding overgrown trees along Long Drove.

231/23 a. To report any new street light faults.

PC8 Main Road and PC10 and PC2 were noted as still not working.

231/23. b. Minor Highways Schemes.

It was noted that the majority supported the Gorefield application for weight restriction along High Side.

231/23. c. Select LHI bids for 2024/25

Cllrs Booth, Spriggs, Unwin and Williams declared an interest as a resident near to these applications. The Council agreed the following bids:

- Swan Bridge appropriate traffic calming measures including a speed limit reduction submitted by the Parish Council
- Church End speed limit reduction and any appropriate traffic calming measures submitted by Community Speedwatch

232/23 Planning Applications Decision Up-dates.

232/23 a. F/YR23/0645/F The Palms 36 Main Road Parson Drove Wisbech Cambridgeshire PE13 4JA Erect a single-storey rear extension to existing dwelling involving the demolition of existing canopy and conservatory Granted

232/23. b. F/YR23/0319/F Fir Trees House Silvers Lane Parson Drove Wisbech Cambridgeshire PE13 4JL Erect a dwelling (3-storey, 5-bed) and detached garage (2-storey) involving demolition of existing dwelling and the temporary siting of 2 mobile homes during construction Granted

233/23 Planning Applications for comment.

233/23. a. F/YR23/0776/TRCA Works to 2 x Yew Trees within a conservation area The Nurseries 19 Main Road Parson Drove Wisbech Parson Drove Parish Council 1635 Cambridgeshire PE13 4JA Recommend approval subject to Tree Officers comments.

233/23. b. F/YR23/0805/O Land South And East Of 200 To 204 Main Road Church End Parson Drove Cambridgeshire Erect 1 x dwelling and the formation of an access, involving the demolition of existing barn (outline application with matters committed in respect of access) Recommend approval.

233/23. c. The Elections review of polling station placement
The Council agreed to recommend the continued use of the village hall.

233/23. d. The Neighbourhood Plan (Cllr Booth) A resident had expressed dissatisfaction with the Council's comments and lack of community consultation on a recent application which appeared to contravene the Neighbourhood Plan. Upon review of the final version of Neighbourhood Plan it was found that a Community Consultation should take place for developments of 5 or more dwellings. The application in question had been for 4 dwellings.

234/23. To agree the payments of the Council

234/23 a. Payments to be made:

1. Clerks Salary £520.03
2. Clerks working from home allowance £30
3. Postage costs £20.95

4. Turners (Cage Roof) (£6796.80 including £1132.80 VAT)
5. PFK Littlejohn (External Audit fees) (£252.00 including £42.00 VAT)
6. Campaign to Protect Rural England CPRE (£36.00)

234/23. b. Payments already made by Direct Debit:

1. EON £48.32
2. Wave £20.00
3. EE Telephone £24.91

234/23. c. Payments received

1. Fenland District Council (Precept second half) (£10,005.50)

235/23. To deal with all affairs relating to appointing an Internal Auditor

The Clerk explained that Internal Audit Solutions agreed to the amended half year audit option, and so it was agreed that they were appointed.

236/23. To receive the financial reports

236/23. a. To receive the Budget Report

The Council agreed the Budget Report

236/23. b. To receive the Reserves Report

The Council agreed the Reserves Report, where street light costs were the largest reserve in the fund. A number of questions were asked about assumptions allocated to reserves, specifically street lighting and highways bids.

237/23. To Receive the External Audit

The Council received the external audit report. The Clerk noted he did not believe he was budgeted enough time to deal with the audit, specifically in chasing the return to ensure all information had been received. The clerk confirmed that the Auditor had the information over two emails, however they claimed the second email had gone into a spam folder and was not reviewed. The clerk had asked for the second email to be taken into consideration; however, the external auditor did not have an appeals process. The audit report had been signed off, however there were several issues that had been noted. These related to incorrect figures in the completed AGAR, formal reasons for reserves held not being minuted, insufficient explanation provided for variances and notices for public inspection not being displayed.

Council discussed and noted the content of the report.

238/23. Repairs to the Cage Roof (Cllr Spriggs)

Cllr Spriggs informed the Council that the roof was now completed and that the damage to the interior plaster needed to be followed up with still.

239/23. To discuss the Street Pride request about replacing the log planters

The Council agreed the Street Pride request.

240/23. Remembrance Sunday (Cllr Booth)

Cllr Booth informed members that proceedings would be 12th November at 09:00 in the Parish Church.

242/23. FACT

It was agreed to do the consultation for FACT via a questionnaire, to be produced by Cllr Cutler.

243/23. To discuss the outcomes of the inspection

The Council received the inspection report, where it was agreed to pursue a quote for the bus shelter woodwork to be varnished, for the fallen tree in the pond to be removed and for the village sign to be maintained. The Council agreed three initial letters for allotment tenants identified as holding untidy plots.

244/23. Village Voices (Cllr Unwin)

Cllr Unwin noted that there was a working group now set up between the Councils with Gorefield having appointed someone the previous week.

245/23. To receive the Amenities 95 report.

Cllr Booth explained that the insurance claim was progressing and that they were investigating putting lights down the side. It was noted that the Horse show had been held successfully and donation received from the Car show. The Licence application was still ongoing.

246/23. To receive the Police Report.

Cllr Unwin told the council that the meeting last Friday night had been cancelled but the crime figures were to be circulated.

247/23. To collate agenda items for the next meeting.

1. Streetlighting near primary School
2. Winter gritting scheme

248/23. To agree a date, time and venue of the next meeting.

The next meeting was confirmed for Wednesday 8th November 2023 at 7.00pm in Parson Drove Village Hall.

249/23 Staffing Matters

266/23. a Members are asked to consider a resolution for the 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.

Councillors resolved to approve the resolution.

249/23. b. Staffing Matters

Update was noted and action agreed.

Meeting closed at 10.25pm.