



PARSON DROVE PARISH COUNCIL

You are summoned to attend the Meeting of Parson Drove Parish Council which will be held on **Wednesday 14th February 2024** starting at 7pm at **Parson Drove Village Hall**, Main Road, Parson Drove PE13 4LA to which your attendance is required.

TO ALL MEMBERS OF PARSON DROVE PARISH COUNCIL:

Gavin Booth (Chairman), Peter Spriggs (Vice-Chairman), Pam Williams, Paul Unwin,
Richard Fowler, Adrian Rouse & Yvonne Reader.

Sarah Bligh (Mrs)
Locum Clerk to the Council

Friday 9th February 2024

AGENDA

32/24. **To agree apologies for absence**

33/24. **To consider any requests by Councillors for dispensation.**

34/24. **To receive Members Declarations of Interest**

35/24. **Open Forum** – Public participation. Agenda item time limited to 15 minutes.
To allow up to 3 minutes for each member of the public who wishes to address the Council.

36/24. **To agree the minutes of the meeting** dated 10th January 2024, 31st January 2024 also confidential minutes of 10th January 2024 and 31st January 2024.

37/24. **Matters arising from previous minutes** not covered on the agenda (for information only)

38/24. **To receive the District Councillors Reports**

39/24. **To receive the County Councillor Report**

40/24. **Highways Matters**

- To report any new street lighting issues
- Streetlighting on John Peck Close – Update
- For Councillors to note BT Open Reach are replacing utility pole on The Bank which currently holds streetlight PC4
- For Councillors to note that the application window is open until 15th March 2024 for CCC 20mph LHI Scheme
- Any other Highways Issues to be raised by Councillors

41/24. **Planning Applications** – Decision Updates:

(a)	F/YR23/0973/F	Erect a dwelling (single-storey 3-bed) with detached double garage and associated works, involving removal of existing caravans and storage containers at Land North Of 27A Main Road Parson Drove Cambridgeshire	GRANTED
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42/24. **Planning Applications** - For comment: **Nil**

43/24. **Finance Matters** - To agree the outstanding payments of the Council:

Item	Description	Total Amount	Power to Spend	VAT Element
(a)	Clerks Jan Salary	£555.36	LG Act 1972 S112	
(b)	Working from home allowance	£30.00	LG Act 1972 S112	
(c)	Clerk Backdated Pay Increase, Holiday Pay and Final Payment	£2060.86	LG Act 1972 S112	
(d)	Locum Clerk Jan Salary & Expenses (Gross)	£565.07	LG Act 1972 S112	
(e)	HMRC Locum Clerk Tax & NI (To be deducted)	£TBC	LG Act 1972 S112	
(f)	Trevor Blackamore – Grass Cutting	£4369.96	Open Spaces Act 1906 S9,10	£728.32
(g)	Fenland District Council – Streetlighting 21/22	£15634.11	Parish Councils Act 1957 S3	£2605.68

(h)	Fenland District Council – Streetlighting 22/23	£12180.11	Parish Councils Act 1957 S3	£2030.02
(i)	Fiona Davies 50% Deposit – Village Sign	£857.50	LG Act 1972 S144	
(j)	North Level IDB – Permissive Walkway	£25.00	Public Health Act 1875 S164	
(k)	Mr Stephen Spriggs - Lancaster Memorial Fence	£475.00	LG Act 1972 S144	
(l)	Vine Law	£420.00	LG Act 1972 S111	£70.00

44/24. **Finance Matters** – To ratify payments made:

(a)	E-on Energy (Direct Debit)	£48.32	LG Act 1972 S133	
(b)	EE Telephone Bill (Direct Debit)	£22.80	LG Act 1972 S111	£3.80

45/24. **Finance Matters** – Grant Applications - Nil

46/24. For Councillors to receive and approve a Receipts & Payments Bank Reconciliation report and Budget update report.

47/24. CCC Highways Grass Verge Cutting Grant – Update

48/24. For Councillors to note the appropriate sum for the purpose of S137 (4) (a) of the Local Government Act 1972 for 2024 -2025 is £10.81 per elector.

49/24. Village Green & Village Pond Works

- (a) Complaint received regarding height and canopy of trees on Village Green
- (b) Outstanding tree works planning applications – update
- (c) For Councillors to discuss outstanding mole issues

50/24. North Level IDB Permissive Walkway – Update

51/24. For Councillors to discuss grass/hedge cutting requirements

52/24. Correspondence received from CCC Grafham Water Centre – Financial support for access to outdoor education.

53/24. Correspondence received from National Grid - Grimsby to Walpole Upgrade

54/24. For Councillors to discuss parking problems at school times

55/24. For Councillor to discuss maintenance issues with the roadway beside the Cage.

56/24. For Councillors to note FDC Golden Age Fair being held in Parson Drove Village Hall on February 16th 2024 10:00am – 12:30pm

57/24. The Cage Maintenance – Update

58/24. To receive the Amenities 95 Management Committee Report

59/24. To receive the Police Report and Crime Statistics

60/24. To collate agenda items for the next meeting

61/24. To agree a date, time and venue of next meeting

62/24. **Staffing Matters**

- (a) To agree to entering into a closed session under the Public Bodies (Admission to Meetings) Act 1960 to discuss a Staffing Matter.
- (b) Staffing Matters – *Confidential Item*
- (c) For Councillors to discuss future working arrangements for the Locum Clerk– *Confidential Item*
- (d) Recruitment of Clerk



The Public and Press are welcome to attend meetings of the Parish Council

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