



# PARSON DROVE PARISH COUNCIL

Minutes of Parson Drove Parish Council Meeting held on  
**Wednesday 14<sup>th</sup> August 2024 at Parson Drove Village Hall, Main Road,  
Parson Drove**

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

FDC Councillors: G Booth & D Cutler | CCC Councillor: S King

Members of the public: 1

Also Present: Sarah Bligh (Locum Clerk) & Sarah Phillips (Clerk)

## 213/24. To agree apologies for absence

Apologies had been received and accepted from Cllr P Williams and Fenland District Councillor M Humphrey.

## 214/24. To consider any requests by Councillors for dispensation.

There were no requests for Dispensations from Councillors.

## 215/24. To receive Members Declarations of Interest

- Cllr Rouse declared a pecuniary interest in respect of Agenda Item 237/24 as an employee of FACT.
- Cllr G Booth declared a non-pecuniary interest in respect of Agenda Item Number 239/24 as he is a committee member of the Amenities 95 Management Committee and Agenda Item 223/24 Number as he is a substitute for the FDC Planning Committee.

216/24. **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.*

Cllr Diane Cutler as the Co-Ordinator for the Parson Drove & Wisbech St Mary Ward Community Speedwatch (CSW) reported that roadside sessions in all villages have begun outside of normal CSW hours. CSW has agreed to attend Wisbech Volunteer Fair being held at Tesco's on 30<sup>th</sup> August from 10am to 3.00pm. It is an opportunity to recruit new volunteers, and the footfall will be from a wider area which will also promote CSW to anyone interested in setting up a group in their area. A couple of years ago a test trial was completed of automatic number plate recognition (ANPR) twice from Lincolnshire Constabulary, there were some teething problems which the constabulary took on board. An email has been received from the Superintendent running it and sold on the potential benefits to Speedwatch groups which could include and not exclusive to reducing the number of volunteers needed at a session as it will catch all data which is normally needed to be written down, hoping to link the data across multiple locations and target educational advice to those who speed across more than one area and coordinators will no longer be required to complete and submit excel spreadsheets after every roadside session. The Superintendent is still seeking legal and technical advice of ANPR enabled devices being incorporated into the Speedwatch Scheme. Public consultations will be needed and working with the National Police Chief Council to move this forward. However, it is important to note that ANPR enabled devices are not covered in CSW Scheme and seeking to form a small working group.

217/24. **To agree the minutes of the meeting** dated 10<sup>th</sup> July 2024.

The Minutes of the Meeting dated 10<sup>th</sup> July 2024 were agreed as a true record and signed by the Chairman.

218/24. **Matters arising from previous minutes** not covered on the agenda (for information only)

None.

## 219/24. To receive the District Councillors Reports

Cllr Booth reported that the full District Council meeting has taken place and there was a motion regarding weed spraying and that the October sprays are brought forward. An update was requested on the Local Plan which has been pushed back again with public participation stage to be held next year, this is partly due to only just getting officers in place and the new government is talking about houses and targets. It does mean that Gypsy and Traveller needs housing will probably not be published until then. A press release has been put out that residents will be supported in regard to the Wisbech Incinerator and was agreed that councillors will be writing to the new Secretary of State to ask them to stop the incinerator.

**220/24. To receive the County Councillor Report**

Cllr King circulated his CCC report prior to the meeting and welcomed questions and comments. It was noted by Cllr Rouse that it was noted in the report that there was no damage to the signage on the traffic island at Swan Bridge. It was confirmed that the sign is damaged, and Cllr Rouse agreed to forward photos of the damage. Cllr Booth informed Cllr King that the wooden decorative fence was installed by the county council and was put in due to being a conservation area, it was confirmed that the same style fencing is to be used to replace. Road markings are on the sign and line list. It was noted that Fen Road footpath trip hazard has not been repaired. Cllr King confirmed that this is going to be fixed however it was felt that it was not the county council’s responsibility. Cllr Spriggs confirmed there are still dips to the road on Honey Corner and have requested that this be resolved. Cllr Fowler queried how long it is expected to be before the potholes are filled in Church End, Cllr King will see if this can be sped up. Cllr Spriggs reported that the overgrown laurel hedge has not been cut back and the hedgerow opposite the shop has now grown and covered the path.

**221/24. Highways Matters**

- a. To report any new street lighting issues

The Locum Clerk confirmed that 2 streetlights have been found by FDC that are not currently on Parson Drove inventory. PC6 OPP 300 Wood Mills Farm Main Road (there is also PC6 outside 307 Main Road) and FPC2 between PC1 and PC2 Murrow Bank. It was confirmed that they should be on Parson Drove inventory.

It was reported that a requested quote for the streetlight opposite Henlow Farm had still not been received and the streetlight at the top of Sealey’s Lane and Main Road have been replaced but not switched on and are to be chased by the clerk.

- b. Any Highways Issues to be raised by Councillors.

It was reported by Cllr Fowler that there are 18 new potholes down Silvers Lane. Cllr King confirmed it is on the list to be resurfaced. Cllr Spriggs asked if there is any coordination between utility services due to the amount of road closures. Cllr King confirmed that if utility companies deemed an emergency they would close the roads.

**222/24. Planning Applications – Decision Updates: NIL**

**223/24. Planning Applications - For comment:**

(a)	<a href="#">F/YR24/0572/F</a>	Change of use of land to extended residential garden (retrospective) and erect a 2.0m high (max) timber panel fence and gate at Cedar Lodge 267 Main Road Church End Parson Drove Wisbech Cambridgeshire PE13 4LF The Parish Council offered No Further Comment. <b>The parish council had no comments and recommended approval</b>
(b)	<a href="#">F/YR24/0610/F</a>	Change of use of land for the stationing 4 x residential mobile homes, formation of hardstanding and access and post and rail boundary fence (1.5 high max) at Land East of Dragonfly Cottage Seadyke Bank Murrow Cambridgeshire <ul style="list-style-type: none"> <li>• <b>The parish council recommended rejection based on building in open countryside - Fenland Local Plan 2014 LP3, LP12, LP16.</b></li> <li>• <b>It was noted that North Level Internal Drainage Board have objected.</b></li> </ul>

**224/24. Planning Applications - Planning Committee Complaint F/YR23/0555/O**

It was resolved that this would be escalated to a Stage 3 complaint with the reasons being that the planning committee is not abiding by local policies set up and it was noted that the same issue was raised in the press.

**225/24. Finance Matters - To receive the Finance & Budget Report for 2024/2025 to date.**

The Locum clerk circulated the finance reports and confirmed that the bank reconciliation balances at £111,946.04. Income received from Cambs Community Foundation. The net positions have been reflected for everything that has been spent. The reconciliation was signed off by Cllr Fowler.

**226/24. Finance Matters - To agree the outstanding payments of the Council:**

Item	Description	Total Amount	Power to Spend	
(a)	Locum Clerks July Salary (inc 8 extra hours)	£556.47	LG Act 1972 S112	<b>Agreed</b>

(b)	HMRC – Month 5 Deductions	£139.00	LG Act 1972 S112	Agreed
(c)	Locum Clerk July Expenses	£30.00	LG Act 1972 S112	Agreed
(d)	Swift Fire & Safety – Fire Risk Assessment	£234.00	LG Act 1972 S133	Agreed
(e)	RoSPA Play Safety – Annual Inspections	£588.00	Public Health Act 1875 S164	Agreed
(f)	Fenland District Council – 23/24 Street Lighting	£5730.56	Parish Councils Act 1957 S3	Agreed
(g)	Harrisons Flagpoles	£1044.00	Highways Act 1980 S144	Agreed
(h)	Iceni Tree Care – Works 2 Limes on V Green	£1560.00	Open Spaces Act 1906 S9,10	Agreed

Cllr Reader asked what elements of (f) were maintenance and if there were any upgrades. It was confirmed that repair and maintenance was £209.08, annual testing £545.00, energy £4021.38, there are no upgrades.

Councillors resolved to approve the payments listed above.

227/24. **Finance Matters** – To ratify payments made:

(a)	EE July Telephone Bill (Direct Debit)	£24.60	LG Act 1972 S111	Agreed
(b)	E-on – The Cage July Energy (Direct Debit)	£17.96	Parish Councils Act 1957 S3	Agreed
(c)	Amenities 95 – Noticeboard Grant	£1000.00	LG Act 1972 S137	Agreed

Councillors resolved to ratify the payments already made as listed above.

228/24. **Finance Matters** – Grant Applications – Nil

229/24. **Finance Matters** – Wrydecroft Small Grants Programme

- (a) For Councillors to receive and consider the Community Benefit Fund Agreement  
Wrydecroft have agreed to allocate £5000 to each parish council where they can then allocate up to a £1000 for each community project.
- (b) For Councillors to adopt the Grant Application Form  
Cllr Booth to circulate the application form.

230/24. For Councillors to consider correspondence received from CCC Highways – Active Travel Consultation open until 16<sup>th</sup> September 2024

Cllr Booth reported that Active Travel Consultation will affect how maintenance of highways will be done as listed as a hierarchy 1 to 4. Our parish roads will be 3 to 4. A response is needed stating that the parish council is not in agreement with the hierarchy due to rural roads particularly as we are in an area of isolation and deprivation and people need to use their cars.

231/24. For Councillors to receive the RoSPA Play Safety Annual Inspection Reports

- (a) The Pond, Main Road  
Cllr Rouse reported that discussions have taken place with Street Pride who have stated that they no longer have enough people to do work on The Pond. Different options were discussed but was resolved that the area be strimmed by the existing grass cutter to ensure all signage is visible as and when required and will then be reviewed next year.  
Cllr Fowler raised an issue with weeds in the gateway, it was agreed further investigation is to take place.
- (b) The Swings, Village Green  
No further action needed.
- (c) The MUGA & Skate Park, Village Hall  
The Clerk to send the full report to Amenities 95.

232/24. For Councillors to receive and consider the Fire Risk Assessment for the Cage

It was noted that a smaller water fire extinguisher is required as well as a carbon dioxide fire extinguisher. The parish council approved the purchase of a water and carbon dioxide fire extinguisher and for the Clerk to obtain a quote. It was noted by the Parish Council that the heater being a fire risk has been taken on board and will consider an alternative.

233/24. For Councillors to receive an update regarding Tree Works in the Parish

- (a) Planning Applications

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Planning permission is still to be received for Limes and Crown raises. The 5-day notices have been received and approved only for The Green.

A quote has been received for all dead wooding for a total of £950+VAT which will include creating a small habitat from the dead timber.

Planning application for the willows at The Pond is still to be sent off.

A quote is still needed for the removal of the horse chestnut tree (53) and is to be chased by the Clerk.

(b) Dead wooding and Dead Trees

No further items.

234/24. For Councillors to receive an update regarding Village Enhancements from Wrydecroft Windfarm Grant Award

(a) Village Planters

The planters have been purchased. The cost of purchasing and delivering compost is £150 which includes a 10% discount. Cllrs resolved the costing of £150.

(b) Village Benches

Cllr Spriggs agreed to make a bench for the village due to the issue with available space. Item to be discussed further at the next meeting.

(c) Village Green Flagpole

The flagpole is now up but the flag cord is to be installed.

(d) Flags

The flags have been ordered and awaiting delivery. Cllr Rouse went through each flag and the rules, and has created a flag protocol.

235/24. For Councillors to discuss refurbishment of the Jubilee Bench

It was noted that the Jubilee bench is rotten. Cllr Spriggs has provided a quote of £1200 to replace the bench and will sit the new bench on paving slabs to reduce rotting issues. Councillors resolved to approve the quote.

236/24. For Councillors to receive an update regarding the fencing surrounding Swan Bridge belonging to North Level IDB

Email confirmation was received and confirmed that the fence can be removed, and the timber does not need to be returned.

237/24. For Councillors to discuss next steps for the FACT Shuttle Bus Service

Councillor Rouse has agreed to arrange a meeting for September.

238/24. The Cage Maintenance – Update

Concerns were raised about the standards of work that has been completed in The Cage. Councillors have requested the Clerk investigate if the leak issue has been rectified at the gable end.

239/24. To receive Amenities 95 Management Committee Report

The noticeboard has gone up and is much easier to use. The Car Show was very successful and there will be a presentation evening on 21<sup>st</sup> September. The Football Club are looking at doing some work to the field and is under discussion.

240/24. To receive the Police Report and Crime Statistics

There are no new crime statistics available.

241/24. To receive the Chairman's Report

The flagpole has been put up and a flagpole protocol has been drawn up. Discussions have taken place with Cllr Williams with regards to benches. Discussions have taken place with Street Pride about their planters, FACT meeting is still to be arranged. Sarah Phillips was welcomed as new clerk, and thanks were given to all the work completed by Sarah Bligh.

242/24. To collate agenda items for the next meeting  
Poppy Wreaths and online banking.

243/24. Date of Next Meeting  
Wednesday 11th September 2024      7:00pm      Parson Drove Village Hall, Main Road, Parson Drove

208/24. **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.

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. This was proposed by Cllr Booth, seconded by Cllr Spriggs and agreed by Council. The members of the public present were duly asked to leave.

- (b) Parish Clerk (confidential minutes)

Meeting closed at 8:45pm