



# PARSON DROVE PARISH COUNCIL

Minutes of Parson Drove Parish Council Meeting held on  
**Wednesday 11<sup>th</sup> September 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 (Apologies given)

Members of the public: 4

Also Present: Sarah Phillips (Clerk)

## 245/24. To agree apologies for absence

Apologies had been received and accepted from Fenland District Councillor M Humphrey and CCC Cllr S King

## 246/24. To consider any requests by Councillors for dispensation.

Cllr Booth requested a dispensation for Agenda Item 263/24 due to being a tenant.

## 247/24. To receive Members Declarations of Interest

- Cllr Rouse declared a pecuniary interest in respect of Agenda Item 268/24 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 255/24 Number as he is a substitute for the FDC Planning Committee.
- Cllr Reader declared a pecuniary interest in respect of Agenda Item 264/24 due to being a tenant.

248/24. **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 all morning session held in Parson Drove last week recorded a low percentage speeding. This month longer duration sessions in each village but less frequently. This will continue for the next couple of months. We attended the Wisbech Volunteer Fair at Tesco on 30th August. Whilst we spoke to many people, who informed us of how bad speeding is in their area we did not recruit any volunteers for our group. A Community Safety Drop-In Event at Parson Drove Village Hall on Tuesday 24th September from 10 am until 12 midday has been arranged.

249/24. **To agree the minutes of the meeting** dated 14<sup>th</sup> August 2024.

The Minutes of the Meeting dated 14<sup>th</sup> August 2024 was agreed as a true record and signed by the Chairman.

250/24. **Matters arising from previous minutes** not covered on the agenda (for information only)

Fire extinguisher quote has been received for £69.12 inc VAT with a delivery cost on top. The clerk was advised to contact DBM Fire Protection to see if they can offer a better price. Cllrs had a discussion if fire extinguishers have a use by date and if so should be replaced every year or as per use by date if longer than a year.

Zurich have emailed to see if we wished to continue with the Swan Bridge claim. Councillors confirmed that the clerk needs to contact AXA who were the original insurer.

Thanks were given from Amenities 95 for the noticeboard.

## 251/24. To receive the District Councillors Reports

Cllr Booth confirmed that there has not been another full council meeting but there has been an Open Scrutiny Committee meeting about reducing deaths on the roads. Cllr Booth has highlighted that blackspot criteria is if there have been 3 fatalities or 6 injuries. There is an accident at Swan Bridge at least once a month but there are no criteria for no injuries. On recommendation from Cllr Booth the Open Scrutiny Committee are going to raise this issue.

Our local plan will not be looked at until 2025. The Government are consulting on the number of houses to be built in each district, the consultation will continue until the end of the month and expecting legislation to be in place at the end of the year.

**252/24. To receive the County Councillor Report**

Report will be forwarded to councillors.

**253/24. Highways Matters**

- a. To report any new street lighting issues  
No update on street lighting issues.
- b. Any Highways Issues to be raised by Councillors.  
Cllr Rouse has reported a possible sink hole starting to appear in Ingham Hall Gardens. There are still a number of potholes on Silvers Lane. Church End have been filled but not very well and is to be reported back. A resident has been in contact about Black Drove which is not within the parish but does affect others due to being told that the road is going to be closed for 12 months, the road closure sign said it would be closed until September.

**254/24. Planning Applications – Decision Updates: NIL**

**255/24. Planning Applications - For comment:**

(a)	<a href="#">F/YR24/0652/RM</a>	Reserved Matters application relating to detailed matters of appearance, landscaping, layout and scale pursuant to outline permission F/YR23/0805/O to Erect 1 x dwelling (3-Storey, 4/5 bed) and the formation of an access, involving the demolition of existing barn at Land South And East Of 200 To 204 Main Road Church End Parson Drove Cambridgeshire  <b>Approval was given and in support of the application</b>	Applicant: Mr and Mrs A Pittman Agent: Jamie Burton Architecture Limited
(b)	<a href="#">F/YR24/0705/F</a>	Change of use of land for domestic purposes and erect an annexe (single storey 1-bed) involving demolition of existing building at Land North East Of 33 Back Road Murrow Cambridgeshire  <b>Approval was given and in support of the application</b>	Applicant: Mr G Brownlow Agent: Mr Chris Walford Peter Humphrey Associates Ltd

**256/24. Planning Applications - Planning Committee Complaint F/YR23/0555/O**

No further update.

Cllr Booth reported that there was a similar application which was turned down by the planning committee due to not following the planning policy.

**257/24. Finance Matters - To receive the Finance & Budget Report for 2024/2025 to date.**

An up-to-date finance and budget report was not provided due to not having recent bank statements.

**258/24. Finance Matters - To agree the outstanding payments of the Council:**

Item	Description	Total Amount	Power to Spend	VAT Element
(a)	Locum Clerks additional 8 hours	£104.20	LG Act 1972 S112	
(b)	Clerks Salary from 2 <sup>nd</sup> August (plus 1 hour additional)	£606.92		
(b)	HMRC – Month 6 Deductions	£177.80	LG Act 1972 S112	
(c)	Clerk August Expenses	£89.99	LG Act 1972 S112	
(h)	Iceni Tree Care – Dead wooding	£1140.00	Open Spaces Act 1906 S9,10	£190.00
(i)	Capalc - training	£50.00		

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Councillors resolved to approve the payments listed above.

259/24. **Finance Matters** – To ratify payments made:

(a)	EE August Telephone Bill (Direct Debit)	£24.60	LG Act 1972 S111	£4.10
(b)	E-on – The Cage August Energy (Direct Debit)	£17.96	Parish Councils Act 1957 S3	£0.85

Councillors were made aware that the above amounts were taken from the previous record so maybe subject to change. E-on August bill to be checked.

260/24. **Finance Matters** – Grant Applications – **Nil**

261/24. **Finance Matters** – Wrydecroft Small Grants Programme

(a) For Councillors to receive and consider the Community Benefit Fund Agreement  
The agreement is to be signed by the Chairman and sent.

(b) For Councillors to adopt the Grant Application Form  
The grant application form has been agreed, there has been no applications received.

262/24. **Finance Matters** – To approve and discuss online banking provider

The clerk presented the following:

- Santander – Will not provide online banking
- Unity Trust – If an annual turnover of less than £100,000 will cost £6 per month and no transaction fees.
- Lloyds Bank – No monthly fee on an annual turnover of less than £50,000.

It was resolved to open a Unity Trust online account with signatories being Cllr Booth, Cllr Rouse, Cllr Fowler and Cllr Unwin, 2 signatories are required to authorise payments.

263/24. For Councillors to receive an update regarding Tree Works in the Parish

(a) Planning Applications

A quote for the horse chestnut has been received for £1500 exc VAT, as other requested quote had not been received and due to the urgency of the matter it was resolved that Ark Arborists would be given the go ahead for the work.

There is still a lot of work to do, once planning approval has been received it was agreed that further quotes would be obtained.

(b) Dead wooding and Dead Trees

It has been confirmed that the dead wooding work has been completed.

264/24. For councillors to receive an update on allotments

An allotment inspection took place. The following decisions were resolved:

- Allotments 9 and 23 to be served notice of termination due to the allotments not being maintained to a satisfactory level as per the tenancy agreement.
- Allotments 10, 12, 13, 14 a letter to be sent asking for their intentions if they wish to keep the allotments.
- Allotments 8a and 22 to be asked to clear the allotments to a satisfactory level.

Further inspections will be completed throughout the year, conditions and future plans of the allotments will be discussed at the next meeting

265/24. For Councillors to receive an update regarding Village Enhancements from Wrydecroft Windfarm Grant Award

(a) Village Planters

Compost has been purchased and hoped to get them in place next week. Planting will be organised by Street Pride.

(b) Village Benches

A recycled plastic bench was too big for the space available. It was agreed that an L shaped bench would be installed and a quote to be provided.

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(c) Village Green Flagpole

The order for the flags has been done but still awaiting the flags, Cllr Rouse has agreed to chase.

(d) Flags

Cllr Rouse has provided a protocol of when and how the flags should be flown to the Flag Marshal and a record has been kept on file.

The pole needs to be straightened still, and the ropes cannot be checked until the flags are received.

266/24. For Councillors to discuss refurbishment of the Jubilee Bench

The new jubilee bench has been made and has had two coats of decking oil. It was resolved that bark chippings will be placed down which can be topped up to keep it fresh.

267/24. For Councillors to receive an update regarding the fencing surrounding Swan Bridge belonging to North Level IDB

Cllr Rouse has discussed clearing the end of the hawthorn with Cllr Fowler so that the post does not need to be removed, and easier access can be gained for the automatic trimmer.

Discussions of the hedge took place as it is now coming over the road. The Drainage Board are supposed to cut part of the hedge. It was resolved that Cllr Booth will contact the drainage board and Cllr Fowler will request a quote for the remainder of the hedge work.

268/24. For Councillors to discuss next steps for the FACT Shuttle Bus Service

A meeting has been arranged for Friday 27<sup>th</sup> September at 11am at The Cage with representatives from FACT, Cllr Cutler, Cllr Booth, Cllr Reader and Cllr Rouse.

269/24. For Councillors to agree the purchase of a poppy wreath

It was resolved to purchase the poppy wreath which is expected to cost £30. Cllr Rouse has agreed to lay the wreath on behalf of the Parish Council.

It was resolved that another grass cut will be required before the wreaths are laid.

270/24. The Cage Maintenance – Update

The clerk is to investigate that the leak issue has been resolved.

271/24. To receive Amenities 95 Management Committee Report

There has not been a meeting since the last parish council meeting. The car show presentation will be on 21<sup>st</sup> September.

272/24. To receive the Police Report and Crime Statistics

There are no new crime statistics available. It was agreed that crime statistics be removed and any policy reports to be reported.

Quad bikes and motor bikes are racing down Fen Road and needs to be reported.

273/24. To receive the Chairman's Report

- Discussion have taken place with FACT and a meeting has been arranged
- Meetings have taken place with Street Pride to discuss the planting of planters. It was felt that one should be planted with herbs.
- Discussion about the village pond have taken place since Street Pride stated that they do not have enough volunteers to look after the village pond. The area has now been cleared and will be reviewed again in spring time but has been suggested to add this area to the existing cutting contract to keep the area clear.
- Flag protocol has been arranged and shared.
- Arrangements have been made to put the planters outside the shop and will then be handed over to Street Pride. Cllr Rouse will ask for a donation towards the planting from the shop.

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274/24. To collate agenda items for the next meeting

- Allotment and allotment rents
- Working parties to be arranged to lesson workload.

275/24. Date of Next Meeting

Wednesday 9th October 2024 7:00pm Parson Drove Village Hall, Main Road, Parson Drove

The following changed meeting dates have been agreed as:

- Wednesday 13<sup>th</sup> November to be moved to 20<sup>th</sup> November
- Wednesday 15<sup>th</sup> January to be moved to 8<sup>th</sup> January
- Wednesday 29<sup>th</sup> January to be moved to 22<sup>nd</sup> January

Meeting closed at 8:45pm