

WILBURTON PARISH COUNCIL.

Chairman: Mr Kevin Hennessy

Clerk: Mrs G Woods

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22 Longfields

Ely

Cambs

CB6 3DN

Minutes of a meeting held at St Peter's Hall on Monday 1st June

010615. Apologies, Acceptance of apologies and declarations of interests

Apologies were received at short notice from the Clerk. This caused some concern because as this was the Annual Meeting of Council the Clerk was due to take the Chair for the elections; however it was agreed by Council that we had to proceed. Gordon Forsyth agreed to take the minutes.

Apologies were also received from Councillor Upton.

020615 Elections of Chair and Vice-Chair

Chair and Vice-Chair nominated and seconded as follows:

Chair: Kevin Hennessy by Gordon Forsyth and Anthea Dodson

Vice Chair: Gordon Forsyth by David Reynolds and Rebecca Howard

No other nominees were forthcoming and the Chair and Vice Chair were elected unanimously.

030615 Committees – Membership

Membership of the Council Committees was discussed and reviewed, following the retirement of two Councillors at the recent election.

ACTION: These changes to committees were agreed by Council

1. Finance - add Chris Fella
2. Planning - add Harvey Upton
3. Safety - add Rebecca Howard
4. Minor Works - add David Reynolds and Rebecca Howard
5. Crime & anti-social behavior – no changes

GF Proposed the formation of a Governance and Policy Committee, which would assume responsibility for reviewing, assuring and implementing appropriate governance and identifying policy and/or policy gaps and proposing these to the full PC for ratification.

This was extensively debated and the Council and determined that, prior to making any decisions that the adopted standing instructions and procedures be thoroughly re-scrutinised and applied.

ACTION: Councillors Howard, Dodson and Forsyth to read document and identify gaps.

The Chair noted no minutes had been provided from the previous council meeting

The Chair also noted the box files had not been updated.

040615 Councilor Vacancies

Following the recent election two vacancies remain. We agreed to advertise as follows:

1. Posters in Post office and through village;
2. Village Voice advert;
3. Possible leaflet drop as part of CLP delivery;
4. Re- establish contact with those individuals who have previously expressed an interest.

050615 Public Participation

ACTION: Minor Works Committee to obtain from former Councilors Warren and Yarrow the relevant council documentation they held, including cemetery.

ACTION: Alan Burbridge to receive instructions from Chair of the Minor Works committee.

ACTION: Chair to ask his neighbor/parish resident Neil Thompson to determine 'mystery' weed at the allotments that can't be killed using normal treatment

ACTION: Agree that the Council should in-principle purchase gifts for Councilors Warren and Yarrow – Cllr Dodson to organise.

060615 Committee and Working Group Updates

Finance Committee - Update

ACTION: Future Finance Committee meetings to be one hour long

ACTION: Cllr Forsyth to pass Social Club lease renewal to Finance Committee

ACTION: Land records and other important asset papers to be provided by retiring councilors to the Finance Committee.

Minor Works Committee - Update

Recreation Group Repairs

ACTION: Cllr Fella to speak with Truelink to effect immediate rectification of the Rec ground repairs which were of extremely poor quality.

Hall Improvements

Cllr Dodson summarised work to date, she also provided remaining plans.

ACTION: Authorise Dentons to provide for the carpeting of the Meeting room from the 3 proposals received. Proposed by Cllr Hennessy, Seconded by Cllr Fella. All in favour.

BMX Track

Cllr Dodson has discussed the BMX track with the regular users. Note that a ROSPA report has stated significant concerns with the continued excessive height built by the users without council authorization.

Their proposal is to extend to an open area in the Rec where there is clearance from the trees. Cllr Dodson has received quotes

Council was unclear as to liability for use/injury.

ACTION: Safety Committee to determine whether council has liability.

ACTION: Cllr Dodson must put proposal to the users that a formal club is started. The Club must interact formally with the WPC and adhere to any H&S, park design and membership and operational standards imposed or dictated by the WPC and/or anybody advising.

Safety Committee - Update

Work has progressed on the Broadway footpath and it is almost complete;

ACTION: Cllr Forsyth to confirm road markings and additional (safety gates at Berristead path, renewing sharks teeth at West entry to village)

Cllr Forsyth advised of upcoming pavement improvement work (including improving the size/safety of the pavement on the corner of high street;

Cllr Forsyth advised WPC of Carpond Lane improvement scheme;

ACTION: Cllr Forsyth to post scheme design on Safety Group Box and

provide to Councilors for inspection.

Cllr Forsyth advised of planned yellow lining and speed scheme movement;

Cllr Forsyth to research farm truck/fast track coded of conduct.

Pavilion Working Group - Update

Cllr Forsyth updated on work to date and membership. Cllr Forsyth advised that scope would increase to all aspects of Recreation Ground improvement. Cllr Forsyth advised that Camilla Hughes is now officially representing the Pell Estate at the PWG.

ACTION: Cllr Forsyth to submit assets of CV for Rec.

CLT - Update

Cllr Dodson advised of current status of Wilburton candidate site and that Cllrs Dodson and Forsyth had met with the developer and suggested that a) initial consultation via the CLP is undertaken prior to CLT agreed b) full and thorough work around CLT education, scheme design, additional community benefits, actual demand, alternatives is undertaken prior to any further.

Cllr Forsyth requested authorisation of the Parish council for the course of action and this was provided by all present.

Cllr Forsyth stated that he needed a full complement of WPC representatives – Cllr Howard will join.

Planning Committee - Update

No applications in the period, which was considered unusual. Concerns were expressed that information provision by the Clerk may be incomplete.

070615 Correspondence

Councillors were not made aware of any correspondence that had been received

080615 AOB

There was no other business.

22.00 hrs meeting closed