

WILBURTON PARISH COUNCIL.

Chairman: Mr Chris Fella

Clerk: Mrs G Woods

Tel. 07510 102444

Email: info@wilburtonparishcouncil.org or
gwoods9@gmail.com

22 Longfields

Ely

Cambs

CB6 3DN

Minutes of a meeting held on Monday 10 February 2014 in St Peters Hall

Present: Councillors Fella, Dodson, Warren, Hennessy, Reynolds and Forsyth. Councillor Roberts and 4 local residents?

010214. Apologies, Acceptance of apologies and declarations of interests.

Apologies were received from Councillors Kirk, Furness and Yarrow. Councillor Dodson declared an interest in item 060214 – planning application at 19 High Street, Wilburton

020214. To consider approving of the minutes from the monthly meeting held on 13 January 2014 and emergency meeting on 16 January 2014

Resolved: - It was agreed that the minutes of the monthly meeting held on 13 January and emergency meeting held on 16 January 2014 should be approved.

Action Point: - Clerk to send the minutes to the Village Voice and add them to our website.

030214. Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest.

Session closed

A local resident raised the parking problems down car pond lane, including the problems again with the refuse lorries unable to access and a near potential serious accident. Councillor Forsyth confirmed that the issues were being looked at and included in the traffic management plan for the village, including yellow lines and school markings. It was hoped that this plan would be ready for volunteers and a working party for consultation at the Annual General meeting in May. It was felt it was important to educate children and parents in road safety in difficult situations and a letter had been issued from the School regarding a recent near miss between a car and a child. Possibilities include having a drop off zone for school start and finish times, and the importance of keeping Highways informed regarding the concerns and potential hazards, copying in Councillor Hunt for his information.

Back in session

040214. Reports from County and District Councillors.

Councillor Roberts attended to discuss the Stretham and Wilburton Community Land Trust Scheme

He gave a copy of the presentation made last year at the National Community Land Trust conference to put into context for new Councillors what the Stretham and Wilburton Community Land Trust Scheme is, sets out particular concerns in ward and how parish and district councillors responded.

East Cambs had 5200 new homes built in last 10 years, and 10,000 planned for next 18 years. District and County Councillors are actively encouraging business and growth but want the infrastructure that goes with it. Currently there are high levels of out-commuting, in 2001, 49% out commuted outside of East Cambs. The figure for 2007 suggests a rise to 67%. The Ely by pass and changes to A14 will have a significant effect on the A10, which will have an effect on house prices in Stretham and Wilburton. The ongoing effect will be low paid local community (nurses, policemen, hairdressers etc) and agricultural workers will be displaced by commuters. National Housing Federation suggests that rent or mortgage payments should not be more than 1/3rd of income which is not affordable in this area, especially for younger members of the community. In late 2011 stretham and Wilburton Parish Councils set up a £6000 budget between them to explore possibility of setting up a Community Land Trust Scheme. Foundation East appointed as consultants, (Eastern Region Community Land Trust champions) and set up Parish Councils' working party which was the start of what is now Stretham Wilburton Community Land Trust. Received grant of £5000 from National Community Land Trust. Put out a call for land and sites were prioritised for suitability and availability in 2012 in both Stretham and Wilburton and site which became most likely to be deliverable was Manor farm in Stretham (owned by Peterhouse College) which is the site that has now gone forward to planning, which has been designed to very high specifications. Trust took lots of legal advice on how it was set up on a democratic structure basis which allows Community Land Trust, as an Industrial Provident Society, absolute running control by its members and assets set in perpetuity for the benefit of Stretham and Wilburton. Core of the Community Land Trust is to provide affordable homes for people who live and work in the Villages, together with business opportunities (rental units). Wilburton Parish Council and Trustees for Wilburton have a higher influence regarding properties in Wilburton and vice versa with Stretham. Stretham were able to benefit from some extra grants which helped with community consultations. Wilburton have a list of prioritised sites provided by the District Council and land cannot be developed outside the envelope without the involvement of the Stretham Wilburton Community Land Trust, whoever more trustees are needed from Wilburton, (residents can become community members for £1.00).

Councillor Reynolds requested confirmation that the Scheme was wholly for the benefit of Stretham and Wilburton, not like some Housing Associations that did not give priority to locals.

Councillor Forsyth asked what the exposure to Wilburton Parish Council was if things went wrong and it was confirmed that this would be the amount of £3000 originally put into Scheme and could decide.

Councillor Forsyth asked several questions regarding the community benefits attached to the Stretham site and where the community benefits should be attributed.

050214. FINANCE

To approve the following accounts to pay:-

Clock-winding - £47.66
Caretaking – St Peter's Hall - £329.33
Parish and Booking Clerk - £377.56
Petty Cash - £45.00
Rent of football ground February 14 - £37.50
Emergency call out fee to toilets in St Peters Hall - £66.00
Water rates recreation ground Oct-Jan £76.73
Water rates Cemetery - £11.08
New storage heater in Cottage - £479.52
Stage floor repairs £577.52
Fitting of slabs in Cemetery £115.50
Maintenance of Cemetery £220.00

Maintenance and repairs to Pavilion - £4118

Any other accounts received before 10 February 2014

Resolved: - It was proposed by Councillor Fella and seconded by Councillor Forsyth that all the accounts be paid. All in favour.

Action Point: - Clerk to write letter of thanks to Barry Samuels and Councillor Warren for the work carried out to the stage flooring.

Beer Festival Invoice

Resolved: - As there was some confusion regarding the proposed waiving of this invoice, it was proposed by Councillor Reynolds and seconded by Councillor Warren that the fee be waived. 2 in favour, 1 against, abstentions from Councillors Forsyth and Hennessy who have links to the Beer Festival therefore motion carried.

Action Point: - Clerk to destroy the cheque.

Grass cutting tender

Resolved: - Councillor Fella proposed and seconded by Councillor Warren that Truelink continue with grass cutting contract. All in favour.

Action Point: - Clerk to confirm grass cutting tender to Truelink and thank others for their tenders.

Membership to Acre

Resolved: - It was proposed by Councillor Warren and seconded by Councillor Reynolds that membership be to Acre be arranged. All in favour.

Action Point: - Clerk to arrange Membership.

Proposed Lap Top for PC

Resolved: - It was proposed by Councillor Fella and seconded by Councillor Dodson that an HP Lap top and possible careplan/warranty be provided (up to a maximum of £600.00) for the use of the Clerk for Parish Business. This laptop to be used for the sole use, and owned by the Parish Council.

Action Point: - Clerk to arrange purchase.

Payment to Church regarding electricity costs for Christmas tree lights

Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Forsyth £50.00 Counter proposed by Councillor Warren and seconded by Councillor Reynolds £30. Counter proposal - 3 for and 2 against therefore counter proposal carried.

Action Point: - Clerk to raise cheque.

060214. PLANNING

Applications:-

Change of use of land to equestrian use – land to west of Grunty Fen Road, Witchford – Application 13/01117/FUM response time requested until after meeting. E-Mail from resident regarding application. Approved with 1 abstention

Councillor Dodson left the meeting due to interest in subject. Construction of a car port – 19 High Street – Application 13/01081/FUL – response by 21 February 2014. – No objections

Approved:-

Storage Unit at Station House, Stretham Station Road, Wilburton

Erection of shed at 1 West End Road, Wilburton

Change of use from a House to a care home – 6 Millfield Lane

Update:-

Building works to site near Pony Lodge, Grunty Fen Road – As per E-Mails

Any other planning correspondence received by 10 February 2014

070214. Review of Action Points from previous meeting to be carried out and any further actions to be agreed.

Resolved: - It was proposed by Councillor Forsyth and seconded by Councillor Dodson that the new Cemetery procedures be approved. All in favour.

Action Point: - Clerk to send copies to Maureen Harrington and Alan Burbridge.

Resolved: - It was confirmed that the current Internal Auditor had agreed that he would do one last Audit this year.

080214. MATTERS ARISING

(a) Social Club Lease Update

Resolved: - It was agreed that the cleaning of the car park be included in the lease and provided to the Social Club for agreement.

Action Point: - Councillor Dodson to make the necessary amendments.

(b) St Peters Hall – Sub-committee and flooring to small committee room/Electrics/Stage repairs

Resolved: - It was confirmed that Councillors Dodson and Furness would provide a list of all proposed repairs to St Peters Hall for discussion at the next meeting.

Action Point: - As above.

(c) Playing field working group update/Funders Fair

It was confirmed that when Councillors Fella and Warren went to inspect the repairs to the Pavilion, a suitable place was identified for a small all-weather/training pitch, to be included within the community plan for consultation with the village. It was confirmed by Councillor Forsyth that this was in connection with the proposed possible plans to move the site forward with the recommended option being a new pavilion sited between the two fields, and a fall back option of best use of the existing pavilion. Providing funding exists and after consultation with the residents, it was proposed to split into 3 phases. 1st phase would be to address the older children's/youth facilities in the village, including an enhanced BMX park and shelter. The 2nd stage was an all-weather pitch which could be of multifunctional use to include tennis/football/basketball. The 3rd phase would be the Pavilion itself but need some formal proposals to put to trustees and residents.

Councillor Forsyth had attended a funder's fair, and there was quite a lot of opportunities to get grants for all three aspects, but a lot are tied into land ownership or minimum 50 year lease. They are meeting again in two weeks' time to put together proposals and constraints for discussing with trustees, and hope to have some proposals ready for consultation at the Annual meeting in May.

Resolved: - Playing field working group to put together an action plan and investigate proposals for submitting to Parish Council meeting and Annual Parish Meeting in May for consultation.

Action Point: - Playground working group as above and Clerk to add to Agenda for Parish Meeting and Annual meeting in May.

(d) How to run the WPC paper/Proposals for sub-committees/Fund raising working parties/Risk Assessments/Box Paperwork

Resolved: - It was resolved to move this item to the March meeting.

Action Point: - Clerk to add the Agenda for the Match meeting.

(e) Parish Traffic Management Plan

Resolved: - It was resolved to move this item to the March meeting.

Action Point: - Clerk to add the Agenda for the March meeting.

(f) Parish Community Plan

The 1st meeting was attended by Councillor Reynolds, Hanna Reynolds, Camilla Hughes and Jo Forsyth. It will be known as the Community Led Plan and rough timescales outlined, striving for completion by the end of the year. Now have Facebook page (which needs working on) to use as a marketing tool for people to comment and be aware of the Plan. An

advertising plan is going to be established and are considering sending 1 questionnaire per household with questions to cover all individuals. There is also the possibility of also having a linked in page. The next meeting is on 26th Feb 2014.

Action Point: - Clerk to add to next Agenda for update.

(g) Playground working Group/Response to complaint raised

Councillor Fella confirmed that the order had been placed for the 1st stage of the playground, work to be starting on 21 February and a response has been sent to the letter of complaint received. Councillor Reynolds raised the issue of looking into the cost of updating the lighting at Berristead to upgrade to LED that the rest of the village is having carried out (may be able to get some funding from Sanctuary as are owned by the village, not adopted. It was suggested that all Councillors put forward areas for works required for capital expenditure and Councillor Forsyth will collate so working groups can be established.

Resolved: - All Councillors to put forward areas for works required for capital expenditure and Councillor Forsyth to collate so working groups can be established.

Action Point: - Clerk to add to action items

(h) Cemetery Procedures - Covered under Action points

(i) Signs and bins for Berristead/Speedwatch stickers for wheelie bins

Resolved: - It was resolved to move this item to the March meeting.

Action Point: - Clerk to add the Agenda for the March meeting.

(j) Removal of street light at property on High Street- minor works committee

Resolved: - It was resolved to move this item to the March meeting.

Action Point: - Clerk to add to the Agenda for the March meeting.

090214. CORRESPONDENCE NOT COVERED IN MATTERS ARISING

ECDC – Weekly Highlights

Rural Services Network – Newsletters

Cambs Acre – Newsletter

Highways - A11 Fiveways to Thetford Improvement Scheme Traffic Management update

Any other correspondence received before 10 February 2014

100214. Councillors Questions – To receive any comments or questions from the Councillors

Councillor Warren confirmed that he had asked the Clerk to obtain a quote for a new wall hung kettle for St Peters Hall. A further two more quotes are required.

Councillor Dodson confirmed that there had recently been an issue with a booking for St Peters Hall when the Hirer had not realised that the bar was hired separately to the Hall. It was suggested that the wording on the booking form be changed to confirm that an additional fee is payable to the Social Club. This to be added to the next Agenda.

110214. Date of next meeting – 10 March 2014

Meeting closed 10.30pm

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at www.wilburtonparishcouncil.org

On-going projects

Pavilion & Recreation Ground
Stretham and Wilburton Community Land Trust Scheme
Playground Working Group
Working groups
Traffic Management Plan
Parish Community Plan

Signed:

Date: 10 February 2014