

WILBURTON PARISH COUNCIL.

Chairman: Mr Alan Yarrow

Clerk: Mrs G Woods

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22 Longfields

Ely

Cambs

CB6 3DN

Minutes of a meeting held on Monday 8 April 2013 in St Peter's Hall.

Present: Councillors Fella, Warren, Yarrow, Dodson and Newman. Councillor Hunt and 2 local residents.

010413. Apologies, Acceptance of apologies and declarations of interests.

None

020413. To consider approving of the minutes from the meeting held on 11 March 2013.

The minutes of the previous meeting held on 11 March 2013, having been circulated, with a few minor amendments, were taken as read and signed as a true record.

Resolved – That the minutes of the above meeting be approved.

030413. Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest.

A local resident advised that a street light in car pond lane was not working.

Action Points: - Clerk to report the problem (It was noted on leaving the meeting that the street light was now working so no action taken)

040413. Reports from County and District Councillors.

Councillor Bill Hunt reported as follows:-

County Council

The County Council were pushing for the A14 to be massively improved with a side road system to allow separate roads either side of the A14.

The new railway station at Milton and the Science Park will bring more prosperity to Cambridge with a ripple effect coming out to the villages.

They were investing 90 million in counties roads, which have substantially deteriorated due to lack of investment over the last few years.

The target for superfast broadband is for 90% of Cambs to be on board by 2015

They are committed to the Ely Southern By Pass and have received massive responses in support from the public to various consultations.

The new Cambridgeshire Counties Bank, for expanding established businesses in Cambs, has been established and received support.

They confirm there will be no wind farms on the 34000 acres of land that the Council hold.

All libraries will remain open but become more like ‘hubs’ – incorporating CAB etc. Their priority is vulnerable people, although decreased budget by 50 million, social services budget has been increased for vulnerable people and are currently building a new care home in the south of the county which is against the current trend of care being out sourced. There is support for a Littleport secondary school which will have an effect of fewer pupils in Ely, which can then offer better A levels, so less children will have to travel into Cambridge.

District

Supportive of a new leisure centre in Ely together with a multiscreen cinema on the rugby site, currently concluding a deal with the cinema to make a contribution towards the leisure centre and pay for an underpass for pedestrians/cyclists under the A10.

Supportive of the Community Land Trust Scheme.

Confirmed that the proposal for parking charges in Ely had been dropped.

Confirmed that it had been a pleasure to be a County Councillor for the last 4 years and hoped to be re-elected.

Councillor Warren queried why East Cambs District Council had put their rates up again for two years running, one of the few councils to put rates up and not take advantage of grant. Councillor Hunt confirmed that it was a considered decision due to the increase in inflation, especially high in the care industry which was ahead of national inflation. If had been frozen, impact could have been vulnerable people not being looked after properly, library closures etc.

050413. Co-opting of Parish Councillors.

Councillor Dodson confirmed that, as there was a possible conflict of interest, Camilla Hughes is currently unable to stand as a Councillor. A meeting is being arranged with Jeanette Thompson at East Cambs District Council to clarify the situation. In the meantime, she will continue to be a member of the recreation ground sub-committee.

Councillor Dodson also advised that two other residents were possible interested in becoming Councillors.

Action Points: - Councillor Dodson to contact residents who have expressed an interest.

060413. FINANCE

(a) To approve the accounts for 2012/2013 and the signing of the Annual Return

Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Fella to approve the accounts. All in favour. Annual return was signed by Councillor Yarrow as the Chairman and the Parish Clerk as the Responsible Financial Officer.

Action Points: - Clerk to arrange for the Internal Auditor to collect paperwork for inspection.

(b) To approve the following accounts to pay:-

Christmas tree - £35.00
Clock-winding - £47.66
Caretaking – St Peter’s Hall - £329.33
Parish and Booking Clerk - £377.56

Petty Cash - £30
Children In Need Donation- £20.00
Rent of football ground April - £37.5
Repairs to St Peters Hall car park- £330.00*
Water rates St Peters Hall – 6 months –£257.63
Rent – recreation ground – 6 months - £284.69
CPALC Membership - £494.38
Cemetery grass cutting and maintenance - £194.00
Aon UK Ltd - £1273.67

Resolved: - Proposed by Councillor Dodson and seconded by Councillor Warren that the difference between the quote and invoice be paid, with a letter stating the Council's concerns, and that procedures be put in place regarding the obtaining of quotes and authorisation of work. Motion carried with a majority of 4 in favour and 1 against.

Proposed by Councillor Dodson and seconded by Councillor Fella that the accounts be paid. All in favour.

(c) Review of Council's policy regarding ad-hoc cheques

Resolved: -Proposed by Councillor Yarrow and seconded by Councillor Warren that all cheques be approved at meetings. Counter proposal by Councillor Dodson and seconded by Councillor Fella that all cheques be approved at meetings except in exceptional circumstances, when could be approved by E-Mail to a maximum of £100.00. Counter proposal voted 3 in favour and 2 against so counter proposal carried.

(d) Hall Insurance

The Clerk advised that she had obtained quotes for the renewal of the Hall Insurance, and also that she had noted that subsidence cover was not currently included. The current premium was £1936.73, but had obtained a quote for £1052.72 or £1273.67 including subsidence cover. The current insurers have agreed to match the reduced premium.

Councillor Fella suggested that all insurance policies held by the Council be integrated if possible.

Resolved: - Proposed by Councillor Dodson and seconded by Councillor Fella to add subsidence to the policy. All in favour.

Proposed by Councillor Dodson and seconded by Councillor Newman to continue with present insurers at the reduced premium. All in favour.

Action Points: - Clerk to arrange for the policy to be amended and renew, and to check integration of all policies on renewal dates.

(e) Tree maintenance quotes

The quotes received for tree maintenance work were discussed, together with ensuring that adequate health and safety and insurance policies were held by the contractors, required.

Resolved: - Proposed by Councillor Fella and seconded by Councillor Newman to accept the quote from P Haines with certain provisos as above.

Action Points: - Clerk to contact contractor to confirm the acceptance of the quote with the provisos discussed.

(f) Budget

Councillor Newman introduced a template for a working budget on a cash basis that could be updated and reviewed by the Council monthly, and appropriate budgets for different areas were discussed.

Action Points: - Councillor Newman to update the template and Clerk to add to Agenda for May for review and approval.

070413. Review of Council Policies – To review the following policies:-

Risk assessments
Health and Safety
Complaints Policy

Resolved: - Proposed by Councillor Dodson and seconded by Councillor Warren to approve and adopt the policies.

Action Points: - Clerk to add policies to the website

080413. Review of Action Points from previous meeting to be carried out and any further actions to be agreed.

Resolved – All action points from the previous meeting were reviewed, together with the Chairman’s activities as attached. All further action was agreed and details will be attached to the Agenda for the next meeting.

Resolved – Proposed by Councillor Dodson and seconded by Councillor Newman that the bin for the pavilion area be purchased at the price of £265.00 + VAT. All in favour.

Proposed by Councillor Dodson and seconded by Councillor Newman that a new wet and dry vacuum cleaner be purchased for St Peter’s Hall for £344.95 + VAT and that a job description be written for the caretaker role at the Hall. All in favour.

Proposed by Councillor Dodson and seconded by Councillor Newman that, if the tests on the second hand buffing machine were satisfactory, and the cost was confirmed at £270.00, then the machine could be kept and purchased with the old machine taken away. All in favour.

090413. MATTERS ARISING

(a) Social Club – licence, lease Meeting being arranged

Social Club have given Councillor Dodson several dates for a meeting (being the 23rd, 24th and 25th April. Councillor Yarrow will check his availability and confirm to Councillor Dodson.

Action Points: - Councillor Dodson to confirm date with Social Club when Councillor Yarrow has confirmed his availability.

(b) Pavilion repairs and sub-committee

The urgent repairs required, and the approach from the sub-committee were discussed, together with a detailed letter received from the Cricket Club.

Resolved: - To respond to letter from the Cricket Club once had time to review the points raised.

Councillor Newman will obtain quotes for urgent work required for the sub-committee to review as soon as possible.

Action Points: - Clerk to acknowledge letter to the cricket club and confirm that a fuller response will be made after the May meeting.

Councillor Newman to obtain quotes as above.

(c) Grass cutting tenders

The grass tenders that had been received were opened and, it was felt that these should be discussed in more detail at the next meeting.

Resolved: - It was agreed that the Clerk should form a sheet summarising the tenders and that these should be discussed at the meeting in May.

Action Points: - Clerk to E-mail summary of tenders to Parish Councillors and add to the Agenda for May.

(d) Rubbish/Litter in Village – Next Agenda

Resolved: - This item to be moved to the next meeting.

Action Points: - Clerk to add to Agenda for May.

100413. CORRESPONDENCE NOT COVERED IN MATTERS ARISING

ECDC – Weekly Highlights
Rural Services Network – Newsletters
Cambs Acre – Newsletter
ECDC – Information regarding precept for 2013/2014
Highways - A11 Fiveways to Thetford Improvement Scheme Traffic Management update
Parish Council – Bin outside Post office
Parish Council – Correspondence regarding repairs to St Peter’s Hall car park
CCC – Introduction of electronic consultations for planning applications

110413. PLANNING

Approved:-

Ground mounted photo voltaic panel array – Milfoil Farm, Station Road
Ground and first floor extensions – 53 Stretham Road
Pruning/felling of Oak trees at The Harbour School, Station Road.

120413. Councillors Questions – To receive any comments or questions from the Councillors

130413. Date of next meeting – 13 May 2013

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

On-going items

Pavilion and Recreation Ground – Currently awaiting more clarification regarding the Community Land Trust Scheme before considering all options for the re-building/re-location of the Pavilion.

Community Land Trust Scheme – Currently awaiting update after open meeting on 27th March 2013.

Playground Sub-Committee – Currently applying for grants and producing questionnaire for residents.

Parish Plan – Currently being developed.

Signed

Date