

WILBURTON PARISH COUNCIL.

Chair: Tracy Newman

Clerk: Mrs G Woods

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22 Longfields

Ely

Cambs

CB6 3DN

Minutes of a meeting held on Monday 9 September 2013 in St Peters Hall

Present Councillors Fella, Dodson, Warren, Forsyth, Hennessy and Furness. 4 residents and Sue Loaker, East Cambs Crime Reduction Officer

010913. Apologies, Acceptance of apologies and declarations of interests.

Councillors Newman and Yarrow sent their apologies.

There were no declarations of interest.

020913. To consider approving of the minutes from the monthly meetings held 10 June 2013, 8 July 2013, and extraordinary meetings on 3 July 2013, 1 August 2013 and 20 August 2013.

To discuss timing of the circulation of draft minutes.

Resolved: - It was agreed that the monthly parish meeting minutes dated 10 June, 8 July, and the extraordinary meeting minutes dated 3 July, and 1 August would be approved. The minutes dated 20 August, after some slight amendments, were also approved.

Resolved: - It was proposed by Councillor Forsyth and seconded by Councillor Fella that draft minutes would be circulated within 10 working days and the Clerk contacted with any alterations. All in favour. It was also agreed to look into approving minutes remotely so that they could be included in the Village Voice earlier.

Action Point: - Clerk to investigate options for including minutes in the Village Voice earlier.

Meeting closed for public participation.

030913. Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest.

Resident Camilla Hughes confirmed that she had E-Mailed a letter to the Parish Clerk in connection with discussions regarding the Recreation ground lease and brought the original to the meeting. It was confirmed that the E-Mail copy had been circulated to the Councillors

A resident confirmed that there seemed to be confusion regarding the new wheelie bin rubbish collection (which bins, which week, and some residents not having them at all).

He also raised queries regarding the allotments which it was confirmed would be discussed later on the Agenda.

Presentation from Sue Loaker – East Cambs Crime Reduction Officer

Sue Loaker is the East Cambs Crime Reduction Officer based in Ely and gave a presentation on home security and deterrents to burglars.

She confirmed that there had been 3 dwelling burglaries, with 1 attempted, and 7 outbuilding burglaries in the last 12 months.

The best deterrents were for a closed boundary to the front, small enough so that the house can be seen. Access to back of the property should be locked, and trellis and small trees were also off putting, as were lighting set at dusk and dawn, with the motion sensors set high, out of arms reach. Mortice locks should be installed as Yale locks are not sufficient and could invalidate insurance. The same with window locks and keys always taken out of the locks. Items should not be left on display which can be seen from windows, and property marked with house number and postcode (can register with immobilise free of charge). House alarms are also a visible deterrent.

Outbuildings need a strong lock, with windows obscured and expensive items banked down and out of sight. Outbuilding alarms can be purchased for approximately £80.

Care Network is a charity funded by Cambridge City Council, based on Forehill in Ely, and she can refer if local residents are elderly and not coping.

There is also the Bobby scheme, for elderly and domestic violence.

E-cops have now changed to Neighbourhood Alert and are on Facebook and Twitter.

Meeting re-opened.

Resolved – Website to be updated with information regarding the new wheelie bin scheme.

040913. Reports from County and District Councillors.

None

050913. FINANCE

(a) 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 - £110.00
Rent of football ground October - £37.5
Grass cutting cemetery £260
Grass cutting High Street- Back Lane - £60
Grass cutting – cricket/football field and Berristead - £354.6 July and £490.68 August
Electricity – Floodlights - £24.57
Electricity – Pavilion - £62.15

Electricity – St Peters Hall - £574.74 – Review?
Internal Auditor - £71.75
Water Rates – £256.22 – 6 months – Sep – March 14 St Peters Hall
Licence fee – St Peters Hall - £70

Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Warren that all accounts be paid. All in favour.

Report from Internal Auditor

Resolved: - That this be discussed at the next meeting.

Action Points: - Clerk to add to October's Agenda.

Review of fees, salaries etc.

Resolved: - That this be discussed at the next meeting.

Action Points: - Clerk to add to October's Agenda.

060913. PLANNING

Applications:-

Proposed Disabled Parking Bays – Bakery Close – No objections

Approved:-

Fell and replant new Lime tree and Fell Hornbeam at 71 High Street, Wilburton

Refused: - None

Update:-

The un-approved planning works at a site near Pony Lodge, Grunty Fen Road were discussed, together with what action was being taken by East Cambs District Council.

Resolved:-Letter to be written to East Cambs District Council confirming that the Parish Council were wholly opposed to the building work and Councillor Furness to contact Councillor Hunt.

070913. Review of Action Points from previous meeting to be carried out and any further actions to be agreed. New agreements as below

Resolved: - That signs for the BMX tracks be obtained and erected as per ROSPA report.

Resolved: - Signs and bin for Berristead to be added to next Agenda.

Resolved: - Theatre Group to be chased regarding quotes for pullies etc.

Resolved: - Allotment 35 to be cultivated and re-sprayed as before.

Action points: - Councillor Fella to obtain relevant signs for BMX Track

Action points: - Clerk to add signs and bins for Berristead to October's Agenda

Action points: - Councillor Dodson to chase quotes from Theatre Group

Action points: - Alan Burbridge to cultivate allotment 35 as requested.

080913. MATTERS ARISING

(a) Policy regarding quotes and purchase orders

Resolved: - That this be discussed at the next meeting.

Action Points: - Clerk to add to October's Agenda.

(b) Social Club Lease – Conditions regarding the lease and smoking on the patio area were discussed.

Resolved: - It was proposed by Councillor Forsyth and seconded by Councillor Hennessy that the lease be amended so that there could be smoking on the patio until 10.30, with the condition that this could be revoked if complaints received. All in favour.

Action Points: - Councillor Dodson to make the amendments to the lease and re-issue to the Councillors.

(c) ROSPA Report – Covered in Action Points

(d) St Peters Hall – Sub-committee and flooring to small committee room

Resolved: - Councillor Dodson confirmed that no new feedback received from Hall users so a meeting will be arranged for the sub-committee to include flooring in the small committee room.

Action Points: - Clerk to add to October's Agenda.

(e) Pavilion repairs/electrical repairs. It was confirmed that the 77 committee have agreed to put in a new kitchen, but that no updated quotes had been received.

Resolved: - That updated quotes be chased.

Action Points: - Clerk to chase for the quotes and add to October's Agenda.

(f) Pavilion Lease/Correspondence received in the July meeting from residents and E-mail from Cricket club. These were discussed together with setting up a Subcommittee to be comprised of new Councillors for fresh input.

Resolved: - Proposed by Councillor Dodson and seconded by Councillor Fella that a new sub-committee be formed from new Parish Councillors for discussions regarding the recreation ground

lease. All in favour. Councillor's Hennessy and Forsyth volunteered, with Councillor Fella to confirm and Councillor's Newman and Kirk to be contacted to see if available.

Action Points: - Clerk to contact Councillor's Newman and Kirk as above and Camilla Hughes for possible meeting dates.

- (g) S106 funds – It was confirmed that an amount of £11694.28 for projects improving public open space provision and community infrastructure. Areas for money to be allocated discussed were the footpath on Broadway, play area on Berristead and play area at recreation ground.
- (h) Request for memorial with a photograph - This was discussed together with management of the cemetery, and the obtaining of an A3 cemetery map.

Resolved: - Proposed by Councillor Furness and seconded by Councillor Fella that the memorial should be approved. All in favour.

Resolved: - Proposed by Councillor Dodson and seconded by Councillor Fella that the caretaker should be informed of all burials, headstones, memorials etc. by the Clerk once advised by Maureen Harrington.

Action Points: - Clerk to advise memorial had been approved, request all burials, headstones, memorials, removal of ashes etc. be advised by Maureen Harrington so the Clerk can inform the caretaker. Councillor Warren to give the Clerk copies of the A4 scaled maps of the new area of the cemetery so that an official A3 map may be produced. Maureen Harrington to be thanked for her dedication and commitment.

- (i) Footpath on Broadway- It was confirmed that the Parish Council have always applied for help with this with the Highways jointly funded minor improvement scheme and would be applying again for the new Local Minor Highways Improvement Scheme.

Action Points: - Clerk to E-Mail Councillor Fella with the application from 2012.

- (j) Allotments – The re-designing and letting of the allotments was discussed.

Resolved: - That the allotments be cultivated and re-marked on expiry of the existing tenancy agreements.

Action Points: - Clerk write to all present tenants and those on a waiting list be written to to see if still interested and also to be advertised on the website.

090913. 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

100913. Councillors Questions – To receive any comments or questions from the Councillors

Councillor Warren reported that a large garage was being erected on the boundary of Berristead and Station Road. Councillor Fella confirmed he would call to see the owner to see if planning permission was required/obtained.

Councillor Dodson confirmed that there had been complaints regarding someone sleeping in a tent on the recreation ground. Councillor Dodson had had a word with the gentlemen and there should be no more problems.

Meeting closed 22.11pm

110913. Date of next meeting – 14 October 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 projects

Pavilion & Recreation Ground
Stretham and Wilburton Community Land Trust Scheme
Playground Working Group

Signed:

Date: