WILBURTON PARISH COUNCIL

**Minutes of the Full Council meeting from 3rd January 2024 held at St Peters Hall, at 8pm**

**Present:** Cllr Attrill Chair, Cllr Spencer Vice Chair, Cllr Lambert, Cllr Upton, Cllr Wilson, Cllr Morgan and

Cllr Whittle

**Also, Present:** Parish Clerk (Andy Milne), Tina Vale note taker.

**23-086: Apologies, Acceptance of apologies and declarations of interests**

Cllr Thurston, Cllr Duckworth, and Cllr Wilson did not attend this meeting.

The Clerk had not received apologies from them in advance.

A member of the parish council undertakes contracted work for the parish council.

**23-087: To approve the minutes of the previous meeting held on 6th of December 2023 and 1st of November 2023**

Cllr Attrill signed and approved copies

**23-088: Public Participation (15 mins) – to accept questions and comments from members of the public and councillors with a prejudicial interest**. (max 3 mins per person)

None

**23-089: Reports from County and District Councillors**

No reports

**23-090: Business Matters**

**1.An update on the car park project** – **Cllr Attrill/Cllr Morgan**

Cllr Attrill reported he had gone as far as he could before Xmas and was awaiting responses.

RF no longer worked for council, MP was on maternity leave and contractors had not responded to enquiries.

 Kevin Drane, trees officer for ECDC, objected to a tree being too close. This concern has been addressed.

We had hoped to have planning permission by 15th December but the Planning Ecologist has stopped us.

Cllr Morgan reported there will be a 2-car park space distance from the tree.

There may be an increase in contractor fees if alternative materials to infill cost more than tarmac and if the plans have to be revised.

We cannot go any faster – we had responded within the week.

Cllr Lambert asked Cllr Morgan if this may result in a delay if the contractors have other commitments.

 Cllr Morgan responded they will prioritise our contract.

**2. An update on the progress with the village hub project – Cllr Attrill.**

The Christmas break has hampered moving much further forward with this project**.**

The community benefit society has been created and people are on board.

Cllr Attrill will complete the £45,000 grant application.

**3.An update on the Rec project – Cllr Attrill**

Only update is the carpark at present.

There is a precep budget for aeration, but it may be cheaper with the initial figures we anticipated.

 David Mason and Cllr Morgan will sort it out and it was agreed they could go ahead if within the budgeted £1100.

**4.After the success of Wilburton fireworks in 2023, discuss the 2024 fireworks Display** – **Cllr Atrill**

Cllr Attrill reported a written tender is ready for 2024 fireworks with some additional wording inserted into the original.

This tender will be for 2 years with an annual cost of approximately £8000.

 If the cost is £25, 000 over 3 years a national tender would come into effect.

Cambridge Fireworks cannot do the date Saturday 9th November.

Cllr Morgan raised the question of clearing up – could the contractors be asked if costs include this.

The Clerk is to put it out to tender.

**5.Discuss the potential of a Wilburton village show to include a classic car show** – **Cllr Attrill**

Cllr Attrill reported that in the terms of lease for Rec if Estate and Council agree, we can go ahead.

Various ideas were discussed: It would have to break even. Decisions need to be made whether to keep it a smaller village show with rides etc or encourage more potential profit possibly sharing the event with the beer festival committee. Possibly no pitch fees for car clubs who could be encouraged just to turn up. Cllr Lambert raised possibility of a shared bar.

Potential date for a village show: 13th and/or 14th July whilst pitch is hard, avoiding Haddenham beer festival (6th July) and clashing with other shows.

Councillors to think about ideas for about four festivals. Winter wonderland is very expensive. The social club has been asked about a winter beer festival, but no response received yet.

**7.An update on bookings –** **Cllr Upton/Clerk.**

Cllr Upton and the Clerk reported on progress of the ‘Look and book ‘.

The system has booking instructions, will make a provisional booking which is confirmed usually by Cllr Upton.

 At present has to be a price tag against the booking or the system will not accept it.

The Clerk is meeting with Anne Brierley and Wilburton Theatre group, to discuss outstanding invoice for 2023 and to agree prices for 2024.

Up to December 2023 St Peters Hall revenue was approximately £2,100, with the income from Wilburton theatre taking it to over £3000. We are on target to reach the budgeted income of £4000.

The Clerk has received 2 new bookings from Tup (ex-parish chair)

Cllr Attrill has received various complaints and queries about the new system.

Cllr Upton and the Clerk will co-ordinate responses if they are forwarded any booking problems.

The Clerk will go through the booking system with Claire, social club manager and other relevant staff.

The Clerk will meet with Cllr Attrill on Friday to update tariff and details so website is up to date.

The fixture fees for the Wilburton cricket club and football club need to be resolved by issuing invoices to the relevant person before 31st March. There was a discussion about who is responsible for their accounts.

Cllr Morgan has given the Clerk contact details for the Haddenham football club as a good starting point.

Haddenham football club have been paying Wilburton football club for their fixtures on our Rec.

**8.An update on reserves – A paper to follow – Clerk/All PC**

Of the original £156,712 as ring fenced reserves we have spent £45,134 leaving a total for ringfenced reserves so far of £111,577 ..

The general reserve figure was £136,200 making a total reserve figure of £247,777 up to November 2023.

We should keep at least half the precept value circa 38k.

The cost of the car park will make a dent on CIL (55k)

There is a further £8000 to be allocated positively to CIL funds.

**9.Planning Applications**

None

**23-091: Agenda items for next meeting (February)**

1. Parish Councillor Code of Conduct Policy-we have template but no actual policy.
2. Fireworks-Cllr Attrill
3. Biodiversity plan -Cllr Whittle
4. New ideas and discussion for progressing village show.

**23-092: Councillors Questions – To receive any comments or questions from the Councillors.**

Cllr Whittle was asked if she is sent planning applications to look at the effect on environmental and biodiversity so can comment in good time.

 Ecology officer and the tree officer from ECDC sees them at present but not Cllr Whittle.

The Clerk will ask ECDC to include Cllr Whittle on all on planning application notifications which will also include those involving trees.

Cllr Whittle explained having an environmental and biodiversity parish council policy is a very powerful tool, not only to improve the area, but that the district council must take a material consideration of parish policies in planning applications. It bumps the power up of a parish council to protect their environment. She has read that the Peak district has done this to good effect. Cllr Whittle explained biodiversity enhancement can be something as simple as bird boxes especially for new developments.

Cllr Attrill has submitted a funding application 8.12. 23 for tennis court and astro turf

Cllr Attrill is meeting Martin DC before 15.1 meeting.

Cllr Attrill talked with CC and DC about proper light controlled twentypence junction. They may be more proactive if there is evidence of accidents. A recent accident can be highlighted.

Cllr Whittle said she can’t use ordinance survey maps without a license and needs maps with boundaries etc.

Cllr Spencer may be able to help with the ones used for footpaths.

Enquiries to be made about whether Parish Council have use of a license.

The Clerk said the 2hr training for Code of Conduct for councillorsshould be booked by everyone.

The Clerk said Tup had said how much they had enjoyed the bowls dinner on 24th Nov .

Some of her guests are elderly and rails are needed to access the steps for the stage.

Cllr Morgan suggested screwing them to the movable steps.

 Clerk to organise this.

Tup asked for piano to be tuned.

The Clerk to organise this, possibly with Cllr Whittle’s piano contact.

Tup has reported that our website says 39 High St. but it is 41 High St., chapel is 39.

Clerk to organise updating the website.

**St Peters Hall** - The underfloor heating is now off, and the new heating is working.

Cllrs discussed isolating the heating control so that it cannot be turned on without authorisation as there will be more costs involved. Cllr Upton explained the control panel should be able to be locked by using the padlock symbol rather than a physical barrier.

**Monkey Wall** on Rec- Cllr Spencer said the Monkey Challenge wall will need more space. Clerk to apply for lottery funding.

**Village sign**-Cllr Upton reported Matt Campbell has expressed interest, but no date has been set yet

**Social club**- Cllr Morgan and Cllr Upton to provide photographs of roof.

**Cottages** – one heater in each is not working. Original idea was to upgrade the heating system. Matt Maltby got a quote from Furnace of about £6000 to put heaters in the flats. Discussions are still ongoing about solution to insufficient heating.

 Cllr Upton has discussed air con units with Matt Maltby.

Cllr Upton to talk with tenants re heating and the water being on electric.

Tenants need 48hr notice for any inspection.

Cllr Morgan suggested perhaps slight reduction in rent to compensate for heating problems.

The Nov quote is on hold whilst it has not been decided what will happen with the cottages in Hub application.

**Emails** - Cllr Upton reminded all councillors, especially Cllr Attrill and the Clerk, to archive or delete any old emails so no charges are incurred.

Cllr Lambert reported not being able to stop spam and junk emails, Cllr Upton will look at this.

**23-093: Date of next meeting – Wednesday 7th of February 2024 20.00**

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at [www.wilburtonparishcouncil.org](http://www.wilburtonparishcouncil.org/)