Little Wilbraham & Six Mile Bottom Parish Council

**MINUTES of the Parish Council Meeting held in St John’s Church, Little Wilbraham at 7.30pm on Wednesday 14th November 18**

**Present:** Cllr Humphry, Cllr Brunner, Cllr, Cllr McCubbin, Cllr Lane, Cllr Cody, Cllr Carter

**82/18-19 Open Forum:**

Three members of the public were present and there was some discussion about publishing draft council minutes of the previous meeting on the Wilbrahams website. The discussions revolved around it been useful for members of the public to “unapproved” minutes potentially containing errors.

***Action:*** *Cllr Humphry would discuss the options with the Council Clerk about “best practice” and report back at the next meeting*

A matter was also raised by a member of the public relating to the PC contribution to cutting the grass in the Church precinct - specifically could it include a contribution towards maintenance of the mower. After discussion it was agreed that it was a definition of words and that the PC contribution could include mower maintenance.

**83/18-19:** **Apologies for Absence:** Cllr Gill, Clerk Hayley Livermore

**84/18-19: Declarations of Interest:**

Cllr Brunner declared an interest with respect for a request for funds from LWSMB PC for the Annual Children’s Christmas Party in the Memorial Hall.

**85/18-19: To approve minutes of 3rd October and 7th November 18**

Approved and signed by the chairman.

**86/18-19: Planning application Streetways, Wilbraham Road, Six Mile Bottom, Little Wilbraham, Newmarket, CB8 0UW Ref: S/4022/18/FL**

Approved with no comments. Proposed by Cllr Humphry, Seconded by Cllr Carter

**87/18-19: County Councillor Report**

This was circulated before the meeting.

**88/18-19: District Councillor report**

This was circulated before the meeting.

Cllr Daunton spoke to this and gave a brief overview of the important points.

There was an update on the sale of the “Hole in the Wall” and considerable discussion about what role the parish council could play in maintaining the viability of the business. It was agreed that the council should explore all avenues relating to how other small villages have supported their “local”.

***Action:*** *Cllr Humphry to consult with Parish Clerk to see if she had any information or experience in this matter.*

**89/18-19: Changing Parish council bank accoun**t

Cllr Humphrey raised the issues that the council was having with the current banking institution. Feedback from councillors and members of the public raised some options and alternative institutions particularly with respect to their online facilities. It was raised and recommended that all councillors could be signatories if they wished.

***Action:*** *Cllr Humphry to consult with Parish Clerk to explore the merits of the nominated banking institutions as a replacement council bank.*

**90/18-19: Welcoming new residents to the village**

Cllr Cody expanded on the idea of a Parish Council welcome to all new residents of the two villages as a way of helping the new arrivals settling in. There was general agreement and Cllr Cody agreed to draft an appropriate document that would contain useful information.

***Action:*** *Cllr Cody to prepare a draft “welcome” document/package for approval at the next meeting in January 2019*

**91/18-19: Funding for speed indicator device**

Cllr Humphry indicated that the Commons Rights Holders had agreed to contribute £600 toward the purchases of the speed indicator. It was agreed that balance would come from PC funds and that the purchase of the device was approved.

Proposed Cllr Brunner seconded Cllr Carter

Cllr Daunton in her District Council report raised the point about the Police and Crime Commission initiative relating to suggestions for the location of speed cameras and how this may align with the parish council speed camera initiative.

There was some discussion about managing the device including charging the battery and relocating the device and the consensus was that councillors would share this requirement.

***Action:*** *Purchase the speed indicator.*

***Action:*** *Cllr Daunton to approach Police and Crime Commissioners administrator to propose some sites for camera locations within the Parish Council area.*

*(Subsequent communication from Cllr Daunton - “ (I) Have written to the Police and Crime Commissioner's administrator to ask if she would put forward the case for Six Mile Bottom to the Commissioner. Have also mentioned that it covers three District Wards and two District Councils, East and South Cambs.)*

**92/18-19: FINANCE:**

* + 1. Cheques since the last meeting

|  |  |  |  |
| --- | --- | --- | --- |
| 692 | CGM | Grass cutting | 219.00 |
| 693 | Hayley Livermore | Clerk wages and expenses | £314.69 |

* + 1. Cheques for Signature

|  |  |  |  |
| --- | --- | --- | --- |
| 694 | Burwell Print | Warbler Printing | £177.75 |
| 695 | Juliet Carter  | Goalpost reimbursement | £47.04 |
| 696 | John Bramwell | War memorial reimbursement | £809.26 |
| 697 | CGM | Grass cutting | £991.80 |
| 698 | H Livemore | Wages | £291.35 |

* + 1. Bank reconciliation

Bank account has a balance of £27056.37 after unpresented cheques as of 25/9/18

* + 1. Budget update

It was noted that the budget was in a healthy position.

Great Wilbraham Memorial hall have requested a sum of £100 towards the children’s Christmas party. This was approved. It was noted this request for support would be an annual request.

**93/18-19: Dates for 2019 meetings**

Proposed dates for LWSMB PC meetings 2019 were discussed and it was agreed the following are accepted given the point that it was so far ahead.

 Jan 16th, March 13th, May 15th, July 17th, Sep 11th, November 13th

**94/18-19: Playground update**

Cllr Carter informed the meeting that £5000 had be given by the wind farm for playground equipment. This generous contribution would not cover the total cost but would allow for the purchase of at least one item. Cllr Carter pointed out that installation costs meant that it was expensive to install only one piece of equipment and it was more cost effective to have them all installed at the same time. There was some discussion about other potential sources including Section 106.

***Action:*** *The district council representative Cllr Claire Daunton agreed to determine the requirements for S106 funds.*

*(Subsequent communication from Cllr Daunton determined that S106 monies were only available on developments of 10 dwellings or more so these funds are not applicable at this time to any developments within the parish)*

The matter of the damaged slide was also raised and Cllr Humphry agreed to send an appropriate communication to the mowing contractors with respect to this matter.

***Action:*** *Cllr. Humphry to work with the appropriate councillors to prepare a letter for the mowing contractors with respect to their commitments to repair/replace the damaged slide.*

**Next Parish Council Meeting:** To be confirmed but assumed to be 16th January 2019

**The meeting was closed at 20:45**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Chair)**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LITTLE WILBRAHAM & SIX MILE BOTTOM PARISH COUNCIL**