

Great Wilbraham Parish Council

Minutes of the Meeting of Great Wilbraham Parish Council Held Thursday 21st January 2021 7.30pm via video conference

- Present:** Stephen Bartlett (Chair), Sally Ramus, Claire Jackman, Sam Dhaliwal, and Roddy Tippen
District Councillors Claire Daunton and Graham Cone
Five members of the public.
The Clerk, Natalie Mulvey was in attendance.
- 20-21/99 To receive and approve apologies for absence – None**
- 20-21/100 Declarations of interest and dispensations**
- (a) To receive declarations of interest from Councillors on items on the agenda – None
(b) To receive written requests for dispensations for disclosable pecuniary interests – None
(c) To grant any requests for dispensation as appropriate - None
- 20-21/101 Stephen Kelly (Director of Greater Cambridge Shared Planning) to address the meeting –** S Bartlett welcomed Stephen Kelly to the meeting and a full discussion took place on the Green Belt, the five-year plan, the combined authority and Cambridgeshire infrastructure. S Kelly spoke about various planning issues, which affect us locally and longer term, and answered questions from Councillors. He is keen to retain open dialogue with the planning department.
- 20-21/102 Open Forum for Public Participation (10mins) -** A resident raised a report that had been submitted to the Parish Council from a group of residents on their concerns over the number of HGVs travelling through the village. The report reflected their anger and frustration with this issue. They proposed the formation of a working group to investigate options to address the problem and requested the support of the Parish Council. Another resident advised that he shared these concerns and had been delighted to learn of the report and hoped that they could be part of a working party to continue the good research that had already started. A resident asked about a new HGV sign for the village. S Bartlett advised that no additional signs were planned and until everyone had a better understanding of the access rights for these vehicles there would be no progress on this. S Bartlett reported there was an established group working on traffic calming, speed control and they had submitted a LHI application to CCC through the PC. Their valuable work should not be diluted, and an overall village consideration should be retained. A new working party, focusing on HGV's could be established alongside this.
- 20-21/103 To sign and approve minutes –** Minutes of the meeting held on 19th November 2020 were proposed by S Ramus, seconded C Jackman, and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. Minutes of the meeting held on 3rd December 2020 were proposed by S Ramus, seconded by C Jackman, and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. Minutes of the meeting held on 5th January 2021 were proposed by S Ramus, seconded by C Jackman, and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman.
- 20-21/104 Matters arising / Chairman's correspondence / Clerk's report –** For information only.
The clerk advised that there had been a request for a dog poo bin to be installed on High Street/Mill Road. The clerk confirmed that SCDC will be making a site visit next week and would advise if there would be a charge for its installation.
The clerk reported that she had been in contact with Watchthedot and there would be no charge for dedicated Councillor email accounts if members wished to use them.
S Bartlett reported he had been surprised to see that a tree had been removed on the pathway between Church Close and Toft Lane. C Daunton agreed to investigate and report back to the Parish Council.
- 20-21/105 To discuss Parish Council vacancy and co-option -** The clerk reported an application along with a statement of interest had been received from Emma Gant. It was proposed by S Dhaliwal, seconded

by C Jackman and it was unanimously RESOLVED that Emma Gant be co-opted as a member of Great Wilbraham Parish Council. Members looked forward to working with her.

20-21/106 County & District Councillors report & questions

(a) District Councillors Report - Cllr G Cone provided a full written report; a copy will be added to the Wilbrahams website. G Cone reported that there are currently numerous scams in existence targeting residents with false information about the vaccination program. He reminded everyone that the NHS will never ask anyone for a payment for the COVID vaccine.

Cllr C Daunton provided a full written report; a copy will be added to the Wilbrahams website. C Daunton talked to members about both flooding issues and vaccinations and agreed to circulate updated information on the local vaccine programme.

(b) County Councillors Report - Cllr J Williams had sent his apologies but had provided a full written report; a copy will be added to the Wilbrahams website.

20-21/107 To discuss traffic calming / highways matters including speed awareness campaign and anti-social parking in Church Close.

The clerk advised that the highways team had returned the LHI application feasibility study, which had been reviewed by the Great Wilbraham working party and they had confirmed that they were happy with the minor changes. The next stage will be the Local Highway Improvement Panel meeting on Monday 8th February where it will be assessed. A member of the group will present at the panel meeting.

S Bartlett reported that he had received a complaint from a resident regarding anti-social parking in Church Close. C Daunton advised she had been working with residents to resolve some problems in the area and would investigate if this was a similar complaint.

S Bartlett asked the Clerk to contact Cllr Williams and ask if he could establish when the specification discussed with D Vacher (CCC Highways) on his visit to the village for the proposed parking area opposite the school would be received.

S Bartlett thanked the residents who had provided a wealth of information on the HGV problem in the village. He asked if members had anything to add to this information including anything positive. C Daunton advised that a helpful relationship had been established with the owners of the Mill and they had been co-operative in the past. R Tippen asked if members believed that if the LHI application was successful in implementing the calming measures would it help reduce the HGV traffic. It was accepted that the increased car transporters and vans through the village were related to COVID-19 and were hopefully temporary.

All agreed that this was a difficult issue to tackle as the HGVs have right of access. S Bartlett asked the clerk to request that Cllr Williams provide the right of access documents for the Mill and Queens Farm as a matter of urgency. S Dhaliwal agreed that it was important to understand the legal standing. All agreed once these were received, they could be shared with interest parties and a decision on a working party could be agreed.

20-21/108 Planning and tree applications

(a) Planning applications – for information only

- i) 20/04748/CL2PD 31 Temple End Certificate of lawfulness under S192 for
Great Wilbraham replacement windows.
CB21 5JF

- For information only 7th December 2021

(b) Application for Approval of Reserved Matters – for information only

- i) 20/02569/REM Land North of Reserved matters application as part of Phase 1B
Newmarket Road pursuant to condition 5 (Reserved Matters) of
Fen Ditton outline planning permission S/2682/13/OL dated
Cambridge 30 November 2016 (EIA Development) for
detailed access, appearance, landscaping, layout

and scale for the creation of 308 new homes, non-residential floor space, laying out of playing fields, open space, allotments, associated infrastructure and internal roads

- Approved 14th October 2020

C Daunton gave an update on two issues in Frog End. Enforcement had investigated No. 31 and advised there is nothing to be enforced as the new access was apparently for a heating system. A letter had been sent advising that no amenity use could be established. C Daunton agreed if the section was used for a seating area, this should be reported to enforcement again. A retrospective planning application had now been submitted for No. 35 where the extension had not been built to plan and had caused a significant overlooking problem.

Eastern Tree Surgery will be writing a report on the Bird Cherry Tree in Frog End which will be shared with the residents who had raised the concern and a decision on what action is to be taken can be agreed.

The Parish Council were awarded £1,000 to plant the Wilbraham Wood by 31/01/2021, unfortunately, the trees required are not available. S Bartlett is attempting to source the trees from an alternative supplier.

20-21/109

Finance

Total funds as of 31st December:	£76,263.89	This includes S106 funds:	£2,918.73
Current account balance:	£63,232.12	Savings account:	£13,031.77

(a) **To review Parish Council calendar** - The clerk presented an updated calendar.

(b) **To review budget and set the precept for 2021-2022** - R Tippen talked members through the updated budget document as of 31st December. He reported that the Parish Council is currently forecasting a surplus as the budget had over provided in a few areas, in part due to some funds not being spent due to COVID-19. The forecast shows a surplus of £2,000 at the end of the year but this includes a £10,000 provision for a LH Initiative. It is highly unlikely that this provision will now be spent by the year end. Therefore, this provision has been replicated in the 2021-2022 budget, thereby increasing the projected deficit from £435 to £10,435. Members agreed that this was acceptable and would be covered by existing reserves.

It was proposed by R Tippen, seconded C Jackman and unanimously RESOLVED that the precept be set at £30,188 for 2021-2022.

ACTION: CLERK

(c) **To approve payments of:**

i)	Natalie Mulvey – Clerk Salary November	£293.85
ii)	Natalie Mulvey – Clerk Salary December	£293.65
iii)	Clerk Salary – Inland Revenue November & December	£147.00
iv)	CAPALC - Councillor Training – 2336	£75.00
v)	CGM Invoice 235552	£174.00
vi)	Mick Thwaite – repair to Parish Cemetery gate	£190.00
vii)	Unity Trust Bank – Bank charges Oct, Nov, Dec	£18.00
viii)	Cambridgeshire ACRE Membership – CB01 134	£57.00
ix)	Burwell Print 20814 – Winter Edition	£365.37
x)	Lord Knows Ltd – Wilbrahams.co.uk domain	57.60
xi)	AEDdonate 1503 – Charge-Pak	£87.00

It was proposed by R Tippen, seconded S Bartlett and it was unanimously, RESOLVED, that subject to inspection of the original invoices by R Tippen, to approve the payments as listed.

(d) **To approve receipts of:**

i)	Ernest Doe – Warbler receipt	£129.00
ii)	Six Mile Bottom Show – Warbler receipt	£16.00
iii)	A McGarvey – Warbler receipt	£16.00
iv)	PA J J A B A S W	£27.00
v)	SCDC COVID-19 Fund	£200.00
vi)	H F Patten – Allotment receipt	£20.00
vii)	D F Crowther – Allotment receipt	£11.00

(e) **To receive funding and expenditure requests** – None received.

(f) **To approve parish tree work** – S Bartlett proposed an expenditure of £1800 to deal with several trees encroaching on the highway and containing dead limbs. It was proposed by R Tippen, seconded by S Bartlett, and unanimously RESOLVED that the quotation be accepted, and the tree work commissioned.

20-21/110 Reports from working parties

(a) **Memorial Hall** – S Ramus advised although due to COVID-19 there was little to report, she did confirm that the monthly farmers market had been postponed indefinitely. The play area is still open.

(b) **Parish Cemetery** – S Bartlett reported the gate had been repaired. S Bartlett queried how many plots were available in the cemetery. The clerk agreed to contact the Church warden.

ACTION: CLERK

(c) **Community Cohesion & Well-being** – S Bartlett reported that no contact had been made regarding the planting scheme since the meeting. The working party were preparing relevant paperwork ahead of planting.

20-21/111 To discuss the impact of COVID-19 on the village – The clerk had advised she had reminded the volunteer group that the £200 was available should they need it. Members wanted to record their gratitude to both the separate COVID-19 community village group and the support received from both the County and District Councils. C Daunton reported that the COVID-19 group had circulated updated information, including the virtual coffee morning.

20-21/112 To report on Gigabit Broadband Vouchers – S Dhaliwal explained how the scheme works and reported it was a way to build infrastructure. The community needs to partner up with a provider. S Dhaliwal agreed to continue the investigation and report back to the Parish Council.

ACTION: S DHALIWAL

20-21/113 To discuss possible APM – Members discussed the possibility of holding the APM meeting on 22nd April and all believed it is unlikely that it will be possible to hold it in the Memorial Hall.

20-21/114 To discuss annual parish inspection report – The clerk circulated the first draft of the parish inspection report, highlighting a few remedial repairs needed. The clerk advised that a resident had raised a concern on the Toft Way footpath.

20-21/115 Current actions outstanding – None

20-21/116 Matters for future consideration – None

20-21/117 Dates of next meetings

18th March 2021, 22nd April (APM Annual Parish Meeting) and 20th May (Annual Parish Council Meeting)

20-21/118 Agenda items for next meeting

Any business and payments, to be considered at the Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

There being no further business the meeting closed at 9.57pm.