

Great Wilbraham Parish Council

Minutes of the Meeting of Great Wilbraham Parish Council

Held Thursday 18th November 7.30pm at the Wilbrahams' Memorial Hall

- Present:** Sally Ramus (Chair), Claire Jackman, Alister McFarquhar, Roddy Tippen, Christine Page and Sam Dhaliwal (arrived 7.54pm)
County & District Councillors C Daunton and G Cone
The Clerk, Natalie Mulvey and two members of the public were in attendance.
- 21-22/85** **To receive and approve apologies for absence** – None
- 21-22/86** **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
- 21-22/87** **Open Forum for Public Participation (10mins)** – A resident reported that he found it useful to have the County Councillor report on the website before the meeting.
- 21-22/88** **To sign and approve minutes** Minutes of the meeting held on 19th September 2021 were proposed by R Tippen seconded by C Page 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 28th October 2021 were proposed by C Jackman, seconded by R Tippen and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman.
- 21-22/89** **To discuss Parish Council vacancies and co-option** – The vacancy has been promoted in the latest report for the Warbler. The clerk will re issue the post on the website. S Ramus encouraged everyone to talk to residents to promote the vacancy.
- 21-22/90** **Matters arising / Chairman's correspondence / Clerk's report** – Nothing to report that is not covered later in the meeting.
- 21-22/91** **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. He highlighted the grant funding available to support children and young people along with the launch of new 'on demand' bus service for the western part of Huntingdonshire. G Cone reported that our area had been designated as a COVID-19 enhanced response area.
Cllr C Daunton & J Williams provided a full written report; a copy will be added to the Wilbrahams website. C Daunton highlighted various consultations; the proposed draft local plan consultation, the Greater Cambridge Planning Cambridge access and making connections consultations, she encouraged everyone to respond.
(b) County Councillors Report - Cllr C Daunton provided a full written report; a copy will be added to the Wilbrahams website. C Daunton highlighted that the County Council's Joint administration is aiming to bring in a new and more positive policy with the aim of making it easier to introduce 20mph schemes. Footpaths in Angle End and Church Street are on the list for repair; Angle End has been programmed in for attention soon; the costings are awaited for work on Church Street. The repairs to the road between the Wilbrahams and Fulbourn have been completed.

21-22/92 To discuss traffic calming & highways matters – A McFarquhar reported that following consideration of the PHFI report by members, he suggested it was time for the Parish Council to decide if the commitment of money to this project is the best use of funds. His concern is that if people are standing at the crossing point to gain access to the school, they may still feel vulnerable, and he is not sure the changes included in the PFHI will improve the situation. Parents parking in the lanes, with their children getting out of cars into the live carriageway, has been highlighted as a big issue. The highways officer has suggested that double yellow lines in the area may help, however, if you displace the vehicles they need elsewhere to park. To provide additional parking in the layby would be very expensive and may not address the number of spaces needed at the pinch point drop off and pick up times. A McFarquhar asked whether more engagement was needed with the school. S Ramus advised that the school has established a Governing Body working party to look, with the PC, at what improvements would be most effective. They hoped to engage with children and parents to raise the profile of road safety outside the school. S Dhaliwal felt it was important to separate signage issues to the parking and dropping off difficulties. All agreed no decision could be reached before feedback had been received from the school's working group. S Dhaliwal asked if it was possible to introduce a flow system within school grounds, S Ramus agreed the working party would investigate this option but there were concerns over practicality and costs. A McFarquhar will speak to the highways team to see if the flashing signs can be relocated. C Daunton advised that an order has been issued by highways to repaint the road markings (here and elsewhere in the village).

21-22/93 To discuss village maintenance, grass cutting and agree village areas of responsibility – C Jackman reported on various meetings that she had regarding village maintenance. She has had a meeting with a CCC Highways Officer regarding the cherry tree at Frog End. He had advised that they would not be willing to remove a healthy tree but would pay for it to be crowned. Unfortunately, there will be no budget available for this work in this financial year. The neighbouring trees will be looked at when the work is undertaken. The issue of the tree's roots damaging a nearby wall was raised, but he had advised the roots will not have impacted the wall. They had also discussed village ditches and he raised concerns of planting on highways land without permission. A licence can be applied for if further planting is planned on highways land. The highways officer advised that bark should not be used. C Jackman reported that she had met with several contractors to discuss various tree and hedge work needed. It was proposed by C Jackman seconded by R Tippen and unanimously RESOLVED to accept the quotation from JSB Agriculture to tidy the hedges all around the cemetery and at the side of the ditch at a cost of £200(+ VAT).
The clerk reported that she has spoken to the landowners regarding overgrown hedges in Toft Lane and they had advised the work had been completed and they intended to get the hedges trimmed more regularly in future.

21-22/94 Planning and tree applications

(a) Tree Applications (to undertake work on trees situated in a conservation area)

21/1391/TTCA	Recreation Ground Angle End Great Wilbraham	T1 & T2 - Cherry - Fell due to condition of both trees. Replace with two other trees
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The Parish Council has no objections.

21-22/95 Finance

Total funds as of 31st October:	£97,564.51	This includes S106 funds:	£1,918.73
Current account balance:	£84,532.74	Savings account:	£13,031.77

(a) To review Parish Council calendar / Action Plan - The clerk advised the Health & Safety walk had not been completed and would set a date. C Jackman asked to take part.

(b) To approve payments of:

i)	Natalie Mulvey – Clerk Salary September	£293.85
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ii)	Natalie Mulvey – Clerk Salary October	£293.85
iii)	Clerk Salary – Inland Revenue September & October	£146.80
iv)	OPUS Energy invoices 21/08/2021 – 19/09/2021	£82.93
v)	OPUS Energy invoices 20/09/2021 – 20/10/2021	£56.27
vi)	CGM Invoice 242292	£56.30
vii)	CGM Invoice 242488	£453.28
viii)	CGM Invoice 243215	£396.98
ix)	Unity Trust Bank – Charges July, Aug & Sept	£18.00
x)	CAPALC – Planning Webinar -2916	£50.00
xi)	CDS Group – Topographical Survey – 73117	£1020.00
xii)	Burwell Print Centre – Warbler Autumn – 21232	£382.58

It was proposed by R Tippen seconded by C Page and unanimously RESOLVED to approve the payments, with the exception of vi, vii & viii, as listed.

(c) To approve receipts of:

i)	SCDC Precept 21/22B	£15,094.00
ii)	Andy’s Test Centre – Warbler receipt	£27.00
iii)	Colour Fence – Warbler receipt	£86.00
iv)	Miss C Pearl – Allotment receipt	£20.00
v)	M A & S Lockley – Allotment receipt	£11.00
vi)	B J Purkiss – Allotment receipt	£20.00
vii)	Miss H F Patten – Allotment receipt	£20.00

(d) Minutes of Finance Committee Meeting 28th October 2021 – For information only

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

(f) To consider quotation for clearance of the Parish Cemetery ditch - It was proposed by C Jackman seconded by R Tippen and unanimously RESOLVED to accept the quotation for clearance of the ditch at a cost of £700(+VAT).

(g) To review budget and set the precept for 2022-2023 – R Tippen explained that the figures had been thoroughly reviewed by the finance committee and following their adjustments the clerk had circulated the revised budget document for consideration by the full council. The proposed budget reports a £370 deficit. C Jackman advised she hoped to be able to provide more detailed information on the costings for village maintenance at the January meeting. S Dhaliwal asked how large projects can be incorporated into the budget and the options were discussed. It was proposed by R Tippen, seconded by S Ramus and unanimously RESOLVED that the budget be approved, and the precept be set at £31,697 for 2022-2023 subject to an adjustment in January.

(h) To approve reviewed GWPC Financial Regulations November 2021 - The clerk presented the GWPC Financial Regulations and reported that there had been no changes to the NALC guidance. The finance committee had reviewed the document at their October meeting and recommended it for acceptance by the full council. It was proposed by R Tippen seconded by C Jackman, and unanimously RESOLVED that this be adopted.

(i) To acknowledge receipt of external auditor certificate and report 2020/2021 -The clerk circulated the signed and approved external auditor certificate. They had made no recommendations.

(j) To discuss training/awareness session for the defibrillator and signs – The clerk had included information on the training and awareness session in the Warbler report and will add a post to the website. She will also circulate suggested signs for approval.

21-22/96

Reports from working parties

(a) Transport Working Group – Members invited a member of the group to report on progress.
Meeting closed at 9.46pm

Instead of giving a report a member of the group read a prepared statement expressing the

TWG's concerns on the differences of opinion that have arisen between the group and the Parish Council. He reported that the group did not consider themselves to be just a PC working party and they wished to have greater autonomy with Terms of Reference to reflect that. He advised that the group will not be confined to just information gathering, and although they wished to work with the PC, they do not wish to be restricted. He confirmed a copy of the statement will be circulated to all members after the meeting.

R Tippen asked if there was any report on the work undertaken by the group. It was advised that the group had intended to report on the LHI, recruitment of volunteers and sugar beet lorries but it had been decided that instead, they wished their concerns about how the group wanted to work be addressed. An extensive discussion took place, and it was decided to hold an extra meeting for members to try to resolve the issues.

Meeting opened 10.16pm

- (b) Parish Cemetery & Community Orchard** – This had been covered under other agenda items.
- (c) Community Cohesion & Well-being (Well-brahams)** – S Ramus reported that the Parish Orchard launch, and bulb bombing had been a great success. The Well-brahams had been awarded a £2000 grant funding via the local doctor's surgery to support their projects, along with over £2,000 from the Coop. These will be used to support projects within the villages.
- (d) Wilbraham's Environmental Group** – S Dhaliwal reported a cycling survey was being organised to allow feedback to be provided to the County Council. WEG was also assisting with tree planting around the village on behalf of the PC, which members were very grateful for.
- (e) Memorial Hall** – S Ramus advised that bookings for the hall were increasing. The outdoor market was the only community event currently being scheduled, which will stop in December for three months. The trustees were applying for third party funding to replace the swing in the play area at a cost of £7,775. They asked whether the Parish Council is willing to support the application with a contribution of 10.75% totaling £430. It was proposed by S Ramus and seconded by C Jackman and RESOLVED by a unanimous vote to support the funding request.

- 21-22/97 To discuss Parish Cemetery layout proposals** – The clerk had circulated the proposed layouts and was investigating the implications of natural burial plots being included.
- 21-22/98 To consider and agree GWPC Allotment Policy** – The clerk circulated a proposed policy for consideration. It was proposed by S Ramus, seconded by C Page, and unanimously RESOLVED that this be adopted with a slight amendment.
- 21-22/99 Current actions outstanding**
Health & Safety Walk
- 21-22/100 Matters for future consideration**
Plans for the re-opening of the Carpenters Arms – January meeting.
- 21-22/101 Dates of next meetings**
20th January 2022, 17th March 2022, 21st April (APM Annual Parish Meeting) and 19th May (Annual Parish Council Meeting)
- 21-22/102 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 10.37pm.