

**WICKEN PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
AT 19:30 HRS ON TUESDAY 13 DECEMBER 2022  
WICKEN MISSION HALL**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted): Cllrs E Houghton (Chair), J Rogers, J Day, S Wilson, P Rash, L Tory and 1 parishioner.

**1. Welcome and apologies for absence**

The Chair welcomed everyone to the December meeting. Apologies were received and accepted from Councillors M Hawes and B Pepper.

**2. To Receive Declarations of Interest**

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation
- c) Councillors to declare any pecuniary interest in any items on the agenda

Cllr Wilson declared a prejudicial interest in item 7.1

**3. Public Participation.**

**The meeting will be adjourned for up to 10 minutes to allow any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting.**

The parishioner advised of concerns regarding the variation of the condition for Plot 6 of the land adjacent to 14 Church Road. The variation was for an increase from the previously agreed 4 bedrooms to 5 bedrooms and there was concern that a precedent could be set.

**4. Minutes of the Last Meeting Held on 8 November 2022**

The minutes of the last meeting were agreed as a true and correct copy and were signed by the Chair.

**5. Progress Report on Matters Arising from the Minutes 8 November 2022**

**5.1** Highways Issues - Resurfacing of the paths and cleaning of the culvert at the Hawes Lane junction and the surface of the A1123. Lucy Fraser MP had contacted Highways regarding the surface of the A1123 and concerns had been raised by parishioners due to the poor road markings between Soham and Stretham. Highways had contacted the Chair for a meeting which would, hopefully, take place.

**5.2** Parish Council Emails –Cllr Hawes would hold another training session in January.

**5.3** Mission Hall Car Park resurfacing – Work could not take place w/c 5 December due to the extreme cold weather. Work would take place as soon as possible.

**5.4** Village barbeques –The covers had been purchased.

Draft minutes not yet accepted

**5.5** Maids Head Green notice board – This was ongoing.

**5.6** Development Land South of Chapel Lane – Concerns had been raised due to the flooding on the site and the lack of safety signs and developer contact details on the perimeter fence. Building Control (via a private company) had attended the site and had suggested improvements for the gateway to help with the flooding and signs had been erected. The developer had stated that the drains under Chapel Lane had collapsed and these would be reinstated when the road was resurfaced w/c 3 January 2023.

## **6. Minutes of the Allotment Committee Meeting**

The meeting had been cancelled due to the weather. The Clerk would arrange another date.

## **7. Planning Matters**

**7.1 To vary condition 1 (approved plans) of previously approved 16/00024/OUT for demolition of existing outbuildings and construction of 5 no detached and 2 no semi-detached houses with associated access road. 34 Chapel Lane, Wicken. CB7 5XZ. Ref 22/01005/VAR**

*Cllr S Wilson left the meeting at 7.55pm*

The Parish Council agreed that they would prefer the access to remain as previously agreed due to safety concerns with vehicles parked by users of the recreation ground. However, should Highways agree to the changes the Parish Council would like to ensure there was enough visibility bearing in mind the neighbour's new fence.

*Cllr S Wilson returned to the meeting at 8.04pm*

**7.2 Single storey rear extension. The vicarage 5 Church Road, Wicken. Ref 22/01426/FUL**

The Parish Council had no objections.

**7.3 Variation of condition 1 (Approved plans, Plot No 6 only) of previously approved 22/00183/FUL for proposed residential development of 6 dwellings (Phased). Land adjacent to 14 Church Road Wicken, Ref 22/01397/VAR**

The Parish Council were disappointed to see that a retrospective planning change had been submitted when the Parish Council had previously refused a 5-bedroom house. The Parish Council retained this view and had the following concerns:

- Increased vehicular movements and the minimal off-road parking suitable for a 5-bedroom house would affect vehicles entering and leaving in forward gear.
- Lack of off-road parking provision would mean additional vehicles parking on the A1123.

**7.4 Update on Planning Applications Approved/Refused by ECDC**

### **Approved**

Replacement of existing dwelling with a single dwelling of similar massing and appearance. 54 Drury Lane, Wicken. Ref 22//00719/FUL

Draft minutes not yet accepted

## **8. County and District Councillor Reports**

No County or District Councillors were in attendance.

## **9. Street Light Energy Contract**

The Parish Council had entered a 6-month fixed rate contract for the street light electricity with SSE.

## **10. Approval of Quote to Upgrade Remaining Street Lights to LED**

It was agreed at the last meeting that the remaining parish street lights should be upgraded to LED. A quote of £2711.30 plus VAT had been received from Balfour Beatty. Acceptance of the quote was proposed by Cllr Wilson and Seconded by Cllr Rogers. All were in favour. The funds would be paid from CIL money.

## **11. Purchase of benches and Compost Bins and Cutting Back Brambles for Upware Open Space**

Cllr Tory would discuss the style of benches with the URA at their January 2023 meeting. This would be on the February 2023 agenda. Cllr Tory advised that there may be a possibility that the compost bins would be donated. These would be sited near the entrance of the open space.

## **12. LHI Bid 2023/24**

The application window for the 2023/24 LHI bid was now open. It was agreed that the Parish Council would submit a bid for a give way sign and road markings on the Hawes Lane/ Lower Road junction.

## **13. Work to Tree Outside 26 Lode Lane, Wicken**

Three quotes had now been received for the reduction of the tree which was overhanging the garden of 26 Lode Lane:

RH Landscapes	£485 plus vat
SR Landscape Services	£500
Eastern Landscapes	£1300 plus vat

Agreement of the work and acceptance of the quote from RH Landscapes was proposed by Cllr Wilson and seconded by Cllr Tory. All were in favour.

## **14. Cycle Path**

Full external funding had now been agreed for the cycle path from Soham to Wicken with Soham Town Council leading on the work. The following was agreed:

Work on the Wicken cycle path would now cease

The plainings would now be used for the Butts Lane allotment car park

The clerk would check if further Teram was needed for the allotment car park

Draft minutes not yet accepted

The Parish Council thanked Cllr Smith for leading on the cycle path project and for the large amount of his time taken to complete the Wicken end.

## **15. Parking on the Village Greens**

Parking on the greens would be monitored. There was money already set aside in the budget for the installation of wooden stakes if these were needed.

## **16. Request for Access Via the Recreation Ground**

A parishioner had requested access to the back of their property via the Recreation Ground for removal of spoil from work needed on their rear garden. The Parish Council asked for a scope of the works for further consideration and before agreeing to providing access, as this would be required for the insurers.

## **17. Financial Matters**

### **17.1 Bill payments**

Rachel Earl	Clerk wages December including back dated pay increase from April 2022 (agreed at the November meeting)	£752.16
HMRC PAYE	PAYE December 2022	£188.20
SSE	November electric for street lights	£169.56
RH Landscapes	November cut	£420.00
RH Landscapes	August cut (not previously invoiced)	£420.00
Burwell Print Centre	December edition of the newsletter (to be paid from Around and About funds)	£88.20
Cambridgeshire ACRE	Annual membership	£57.00
Street Solutions (card payment)	Purchase of 15 no parking cones (from CIL money)	£166.84
NBB Recycled Furniture (card payment)	4 large picnic tables for the Recreation Ground (from CIL money)	£2592.00
Amazon (card payment)	Purchase of 2 covers for the village BBQs (from CIL money)	£67.98

### **17.2 Monthly Finance update**

The monthly finance report showed the Parish Council was in a stable position.

### **17.3 Bank Reconciliation to 29 November 2022**

The bank statements and reconciliation reports were available at the meeting. This was noted.

## **18. Items for Information**

The chair advised of a planning application for the improvement of the Stretham level crossing.

There was no further business and the meeting closed at 9.10pm

Draft minutes not yet accepted