

Draft minutes not yet accepted

**WICKEN PARISH COUNCIL**  
**MINUTES OF THE MONTHLY MEETING HELD VIA SKYPE**  
**AT 19.30 HRS ON TUESDAY 14<sup>th</sup> APRIL 2020**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted): Cllrs E Houghton (Chair), J Day, S Wilson, J Rogers, C Bye, M Hawes, P Rash, M Smith and L Tory were present. Three parishioners were also present.

**1. Apologies for absence and any declarations of interest.**

Apologies were received and accepted from County Councillor Hunt

There were no declarations of interest in respect of any items on the agenda.

**2. Amendment to the Standing orders**

The Coronavirus Act 2020 and subsequent regulations allowed for virtual meetings to take place. However, the Standing Orders required amending to allow for this. The following temporary Standing Orders were proposed and agreed by all Councillors and have been added:

***27. Voting During A Virtual Meeting.***

Voting will take place as a show of hands and will be confirmed by the Clerk and Chair. These will be recorded for the minutes.

***28. Members of Public Accessing Documents***

The agenda will be available on the website and Facebook page. Minutes will be placed on the website and Facebook page in draft form as soon as possible after the meeting.

***29. Remote Access of Press and Public by Electronic Means***

Members of the public and press will be invited to join the meeting via an invite on the agenda which will be on the website and Facebook page. Members of the public and press will be asked to contact the clerk prior to the meeting and a link for the meeting will be sent to them.

**3. Public Participation. The meeting will be adjourned for up to 10 minutes to allow members of the public and Councillors who have declared an interest to make a statement on matters to be discussed. The Chair advised speakers that by speaking their names and what they raise will be minuted and be in the public domain.**

Amy Reeves informed the council of her concerns with the planning application for 2 houses on the corner of Chapel Lane and Drury Lane. Her concerns were with the access for the properties being on a narrow road and an area used by HGVs and other vehicles to turn around.

**4. Minutes of the Last Meeting Held on 10 March 2020.**

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

**5. Covid-19 Update**

The Parish Council would like to thank Amy Reeves, Kate Wakefield and all of the volunteers of the Wicken, Ely COVID-19 Mutual Aid Support Network. Cllr Houghton outlined the joint efforts between the Parish Council and the Support Group which included a Parish Council Newsletter delivered to every house and attending virtual meetings with the District and County Council. The Chair advised that criminality in the area had fallen but the amount of domestic abuse had risen. Amy Reeves advised that the support group were ensuring that the vulnerable and elderly of the

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village were getting support with food deliveries and medicine deliveries. The support group had also arranged the following:

- Fruit and vegetables delivery
- Plant deliveries
- Newspaper deliveries
- Eggs
- Spinney Abbey were delivering local meat.

## **6. Planning Matters**

### **6.1 Construction of 2no. three-bedroom dwelling and a double garage. Land at the Corner of Drury Lane and Chapel Lane ref 20/00326/FUL**

The Parish Council objected to the application for the following reasons:

- Design and density is out of keeping with the surrounding dwellings
- Over development of the site
- Highways safety concern due to the blind corner
- Loss of mature trees
- Design and access statement is factually incorrect for example it states that Wicken has a school.
- Drainage concerns. The ditch that runs through the plot takes the water from the village pond and runs down the back of Drury Lane. There is no evidence of a suitable scheme to reassure the Parish Council that this has been considered.

### **6.2 Update on Planning Applications Granted**

#### ***Approved***

Provision of dropped kerb facilities and hardstanding to the front access of the property. 45 Church Road Wicken.

Removal of Condition 11. Land South of 1 to 7 Old School Lane Upware

Change of use of building to a Holiday Let. Lane Northwest of 23 Lode Lane Wicken

#### ***Refused***

Erection of 1 dwelling. North Corner, Drury Lane Wicken

#### ***Amendment***

Reduction in the ridge height of proposed dwelling. 12 Back Lane, Wicken

## **7. County and District Councillor reports**

There were no District or County Councillors present and no reports submitted.

## **8. Progress report on matters arising from the last meeting.**

**8.1** Cycle path – This was ongoing.

**8.2** Website – The website was now 'live'. The Parish Council thanked Matt Cannon for his work with this.

**8.3** Cock Up Bridge at Burwell – Cllr Rash requested a further letter be sent to the EA challenging their stance.

**8.4** Maids Head sign – The clerk had emailed Mr Murfitt asking for the pub sign to be replaced or the hole made good. This was ongoing.

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**8.5** EA car park in Upware – This was ongoing

**8.6** LHI Bid – The URA had been unable to meet to discuss the preferred speed measures. Cllr Tory will contact the members of the URA for their opinions. This would be on the May agenda.

**8.7** Mortuary Chapel and Cemetery Pathways – Cllr Rogers had contacted Cobbs and they were willing to complete the path work during the lockdown. A site visit would take place with work commencing in the next 4-5 weeks. CJ Murfitt’s offices were currently closed and therefore work on the chapel would need to wait.

**8.8** Boundary of 66 High Street Wicken – The clerk had provided maps from the archives and had suggested a site meeting once restrictions had been lifted.

**8.9** Dogs on Leads Signs - The clerk had sourced some free dog on leads stickers but was not able to attach them as hoped. The clerk would purchase some more robust signs.

**8.10** Burial Board Cemetery Rules – The clerk had sent the rules to the local undertakers and had amended the request for internment form for the family member to acknowledge receipt of the rules.

**8.11** Storage of Items from the Mortuary Chapel – The clerk had reported rodent damage to the roof of the small marquee and had requested that the marquees be stored in a different location until the Mortuary Chapel had been renovated. It was decided that the container on the Rec would be suitable and Cllr Smith offered to move the marquees. Cllr Day offered to put down some rat bait in the Mortuary Chapel. [Post meeting note – Cllr Smith found a number of holes in the container which rodents could enter. The marquees were put in the changing rooms in the pavilion].

## **9. Financial matters.**

### **9.1 Bill payments**

R Earl	Clerks salary	£338.76
HMRC	Clerks PAYE	£84.60
SSE	Streetlight electric supply to 2 April 2020	£105.24
Peter Rash	BBQ maintenance (parts)	£20.00

The clerk had received the invoice from CCC for the half yearly rent for the allotments totalling £975. CCC were not keen on accepting cheques and the clerk would arrange for this to be paid by direct debit. This was approved by the Council.

### **9.2 Monthly Finance Update**

The financial update showed the Parish Council was in a stable financial position. However, contingency funds had been used due to the delay in the VAT return refund.

### **9.3 Clerk’s Salary**

NALC had not yet announced the salary ranges for 2020/21. This would be on the May agenda.

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## **10. Items for Information**

### ***VE Day Celebration***

Due to the restrictions on social distancing, the proposed VE Day celebrations could no longer take place. Those involved in organising the celebration had suggested individuals putting up bunting and butterflies. Cllr Rogers and Bye would arrange for this to be advertised.

Cllr Day advised of a number of potholes along High Fen Road which required filling in.

Cllr Tory would research applying for a Community Capital Fund for the Upware Open Space.

There was no further business and the meeting closed at 8.41pm