

Draft minutes not yet accepted

**WICKEN PARISH COUNCIL
MINUTES OF THE MONTHLY MEETING HELD
AT 19:30 HRS ON TUESDAY 14 MARCH 2023
WICKEN MISSION HALL**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted): J Day, P Rash, M Hawes, S Wilson, L Tory, M Smith and District Councillor Bovingdon and 1 parishioner.

1. Welcome and apologies for absence

The Chair and Vice Chair had both sent apologies for the meeting. Cllr J Day was elected to Chair the meeting.

The Chair welcomed everyone to the meeting. Apologies were received and accepted from Councillors L Houghton (holiday), J Rogers (holiday), B Pepper (holiday).

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

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

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.

There were no requests to speak.

4. Minutes of the Last Meeting Held on 14 February 2023

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 10 January 2023

5.1 Mission Hall car park resurfacing – work should have started on the 27 February 2023 but had been delayed due to the weather. [clerks note – work started 21 March 2023]

5.2 Parking on the Village Greens – This would continue to be monitored

5.3 Request for Access Via the Recreation Ground – Work had been completed.

5.4 The Village Clean up would take place on Sunday 26 March 2023.

5.5 Cllr Hawes had reported 10 items to Highways on the stretch of the A1123 between Stretham and Wicken.

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5.6 Light pollution caused by the equine centre at Soham – the centre had permission for the lights to be on from 6am to 10pm.

6. Planning Matters

6.1 Single storey heavily glazed rear synthetic tiled roof extension. 53 Church Road, Wicken. CB7 5XT. Ref 23/00189/FUL

The Parish Council had no objections.

6.2 To vary conditions 1 (Approved Drawings and Documents), 3 (External Materials), 6 (Piled Foundations), 10 (Foul and Surface Water Drainage) and 12 (Energy & Sustainable Strategy) of previously approved 22/00137/FUL for the construction of a detached dwelling, new vehicular access point, and pedestrian footpath. Land South East of Stretham Road, Wicken. Ref 23/00217.VAR

The Parish Council had no objections.

6.3 Demolition of existing barn with consent to convert to dwelling and replace with new dwelling. Land and storage building east of 14 Back Lane, Wicken. Ref 22/01265/FUL

The Parish Council had no objections but would like to point out that there was now no turning point at the end of Back Lane.

6.4 Update on Planning Applications Approved/Refused by ECDC

Approved

- Various tree works. The Vicarage, 5 Church Road, Wicken. 23/00051/TRE
- Replace roof on front part of property with cedar shingles. Baker Cottage, 36 High Street, Wicken. Ref 22/01106/FUL and 22/01107/LBC
- Reserved matters for layout, scale, appearance, access and landscaping. Plot 3 Land West of 27 The Crescent, Wicken. Ref 22/00972/RMA
- Variation of condition 1 (plot 6 only) Land adjacent to 14 Church Road, Wicken. Ref 22/01397/VAR
- Variation of condition 1 on previously approved 16/00024/OUT. 34 Chapel Lane, Wicken. Ref 22/01005/VAR

7. County and District Councillor Reports

District Councillor Bovingdon reported on the following:

- New electric charging points in Ely and Soham car parks
- ECDC had frozen their portion of the council tax
- ECDC had secured funding for 3 changing place toilets and one of these would be at Soham

8. Pre application to the County Council for Diversion of Footpath No 25 by James Developments Ltd

Draft minutes not yet accepted

The council had received notification that James Developments Ltd would be applying to divert footpath no 25. The council noted that this footpath had been unofficially diverted for at least 35 years. The Parish Council had no objections to the request but would like to ensure that the path was the statutory width of 1.5 metres.

9. Upware Open Space – Purchase of benches and Compost Bins and Other Items Suggested by the URA

Cllr Tory had clarified the request from the URA and confirmed that they would like the Hatton Rustic 4 slat benches to be hardwood. These would need to be installed securely possibly by a concrete base. The purchase of two benches was proposed by Cllr Tory and seconded by Cllr Wilson, all were in favour. The bank card would be used to pay for the two benches with the total cost including carriage and VAT being £1744.80.

10. Coronation of King Charles III

The working group had met and the following had been agreed for the Big Lunch event on 7 May 2023:

- Picnic around the Pond event
- Make a crown competition
- Band or singer to perform background music
- A donation of up to £500 had been agreed by the Community Fund Trustees
- Advertising via social media and leaflet drop

11. Financial Matters

11.1 Bill payments

Rachel Earl	Clerk wages March 2023	£475.06
HMRC PAYE	PAYE March 2023	£118.60
RH Landscapes	Replacement for cheque 102736	£450.00
Burwell Print Centre	March to May edition of Around and About	£165.48
Balfour Beatty	Street light lantern upgrades to LED (CIL)	3253.56
SSE	4/1/23 to 1/2/23 ref 11804128	£10.39cr
SSE	2/12/22-3/1/23 ref 11804128	£11.21cr
SSE	2/11/22-1/12/22 ref 11804128	£14.20cr
SSE	2/12/22-30/11/22 ref 11804128	£4.85
SSE	1/12/22-31/12/22 ref 8194099	£5.29
SSE	1/11/23-31/1/23 ref 8194099	£5.29
SSE	4/1/23-1/2/23 ref 261803318	£5.29cr
SSE	2/12/22-31/1/23 ref 261803318	£5.29cr
SSE	2/11/22 – 1/12/22 ref 261803318	£5.52cr
SSE	2/11/22-30/11/22 ref 261803318	£3.37
SSE	4/1/23-1/2/23 ref 861804558	£87.17
SSE	2/12/22-3/1/23 ref 861804558	98.53cr
SSE	2/11/22-1/12/22 ref 861804558	149.84cr
SSE	2.11.22-01/11/22 ref 861804558	40.59
SSE	1/12/22 to 31/12/22 ref 901904084	93.05

Draft minutes not yet accepted

SSE	1/1/23 – 31/1/23 ref 901904084	93.05
SSE	1/12/22 – 31/12/22 ref 921903841	10.80
SSE	1/1/23 – 31/1/23 ref 921903841	10.80
SSE	4/1/23 – 1/2/23 ref 11804128	14.20cr
SSE	2/12/22 – 3/1/23 ref 11804128	£15.49cr
SSE	2/12/22 – 3/1/23 ref 11804128	£11.21
SSE	4/1/23 – 1/2/23 ref 11804128	£10.39
SSE	4/1/23 – 1/2/23 ref 261803318	£5.52cr
SSE	2/12/22 – 3/1/23 ref 261803318	£5.52
SSE	2/12/22 – 3/1/23 ref 261803318	£5.29
SSE	4/1/23 – 1/2/23 ref 261803318	£5.29
SSE	4/1/23 – 1/2/23 ref 861804558	137.24cr
SSE	2/12/22 to 3/1/23 ref 861804558	£155.52cr
SSE	2/12/22 – 3/1/23 ref 861804558	£98.53
SSE	4/1/23 – 1/2/23 ref 861804558	£87.17
SSE	1/2/23 – 1/3/23 ref 81904099	£5.29
SSE	1/2/23 to 1/3/23 ref 901904084	£87.17
SSE	1/2/23- 1/3/23 ref 921903841	£10.39

Bill payments as part of the preparation for the audit:

Burwell Print Centre	Approved and paid October but not listed on minutes	£92	
CCC Rent	Approved and paid November by direct debit but not listed	£975	
ICO	Paid by card in April but not listed	£40	
SSE	In April minutes but incorrect amount recorded	In minutes as £115.50	Should have been £114.45
Jubilee flags	In June minutes but incorrect amount recorded	£8.99	£9.98
SSE	In September minutes but incorrect amount recorded	£103.26	£112.11
British Gas	Paid in August but not listed	£78.75 and credit note of £23.31	
Homebase	For clarification. Although discussed and agreed via email and at the July meeting the minutes were not clear. Two BBQ purchased as an emergency as required for the fete. Original price should have been £800 each but were reduced to £500 each (£1000 in total) one was damaged and therefore £50 was refunded by Homebase. Total £950. The Parish Council asked for donations from the Community Fund and Wicken Fete . £300 was received from the Community Fund. Total cost to the Parish Council was therefore £650. Upon reflection this could not be paid for by CIL and therefore came out of the Parish Council general fund as a miscellaneous expense. [clerk's note – the Fete Committee have also agreed a donation of £300 email received 20 March 2023 the cost to the Parish Council was therefore £350]		

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11.2 Monthly Finance update

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

11.3 Bank Reconciliation to 27 February 2023

The bank statements and reconciliation reports had been circulated. These were noted.

12. Items for Information

Cllr Rash asked about the two empty properties along North Street. The clerk would investigate. Cllr Day offered to clear the fly tipping near the pylons. This had been reported twice by the clerk. [clerk's note – the fly tipping has now been cleared]

Cllr Tory reported that the Upware pot holes had been repaired although some had been missed. The Parish Council thanked Cllr Tory for her hard work and commitment as she would not be standing for re-election. Cllr Day announced that he would also not be standing.

There was no further business and the meeting closed at 8.15pm