

Draft minutes not yet accepted

**WICKEN PARISH COUNCIL
MINUTES OF THE MEETING HELD
AT 19:30 HRS ON TUESDAY 10 JANUARY 2023
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, B Pepper, P Rash, L Tory and 2 parishioners.

1. Welcome and apologies for absence

The Chair welcomed everyone to the January meeting. Apologies were received and accepted from Councillors M Hawes (work), M Smith (illness) and S Wilson (illness).

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.

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 13 December 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 13 December 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. The clerk continued to report concerns with the path. Cllr Rash raised the issue with the man hole covers along North Street/Stretham Road, these would be reported. Following the intervention by Lucy Frazer MP, Highways would be sealing the crack in the middle of the A1123. Highways had also agreed to repaint the white lines on the junction of Padney Road. The Parish Council had requested the anti-skid coloured surface to be repaired on the Upware corner but Highways were reluctant to do this. The Parish Council would continue to insist it was repaired for safety concerns.

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

5.3 Mission Hall Car Park resurfacing –Work would take place as soon as possible.

5.4 Maids Head Green notice board – This was ongoing.

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5.5 Development Land South of Chapel Lane – Work had commenced on the repair and resurface of Chapel Lane and this would hopefully rectify the concerns with the drainage.

5.6 LHI Bid 2023/24 – The LHI bid for the give way sign and road marking on the junction of Hawes Lane and Lower Road had been submitted.

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

5.8 Request for Access Via the recreation Ground – The work needed by the resident was less than originally thought. The Parish Council would still like a written scope of works and risk assessment from the contractor completing the work.

6. Planning Matters

6.1 **Replace roof on front part of property with cedar shingles. Bakers Cottage 36 High Street Wicken. Ref 22/01106/FUL. Amended description with revised roof materials.**

The Parish Council had no objections.

6.2 **Extension to Quarry for extraction of limestone, provision of new storage building importation of inert fill, ancillary recycling of inert material and revised restoration. Informative This is a section 73 application to continue the above development, with merged conditions 10 (Inert Waste Limit) and condition 11 (Mineral Importation Limit) of planning permission E/3008/14/CM to extend the time period of importing mineral for processing from the current end date of 31st December 2025 to 31 December 2035 (the end date for the quarry required by Condition 3 of E/3008/14/CM) and to merge the importation limits in conditions 10 and 11 so there would be one limit on the amount of material that can be imported whether it is waste for recycling and/or disposal or mineral for processing. Application no CCC/22/130/VAR. Dimocks Cote Quarry, 44 Stretham Road, Wicken.**

The Parish Council has no objections but would like it ensured that the total number of vehicle movements does not exceed the number already deemed acceptable in the existing agreement.

6.3 Update on Planning Applications Approved/Refused by ECDC

Approved

- Proposal for the phased conversion of a barn into one family home and two holiday lets. Barn at Spinney Abbey, 33 Stretham Road, Wicken. Ref 22/00220/LBC & 22/00379/FUL
- Siting of 3 static caravans and holiday lets, winter storage of touring caravans and pitches for caravans, motorhomes and tents. Meadow View Campsite. Ref 21/00116/FUL

7. County and District Councillor Reports

No County or District Councillors were in attendance.

8. Parish Grass Cutting Contract

The Parish Council had agreed in January 2022 for a one-year contract with RH Landscapes with the option to extend for a further 2 years. The Parish Council were happy with the quality of work and the level of service. It was proposed by Cllr Houghton that the contract be extended for

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a further two years upon clarification of the ongoing costs. This was seconded by Cllr Rogers. All were in favour. This would be on the February agenda.

9. Coronation of King Charles III

It was agreed that a village celebration should take place for the Coronation. This would be discussed with the Hall Committee, Swallowtails, URA, and the church and chapel and brought back to the Parish Council, once an indication from the Authorities of what is suggested for the Nation is received.

10. Policies

10.1 Equality and Diversity Policy

10.2 Disciplinary Policy

10.3 Equal Opportunities Policy

10.4 Retention of Documents Policy

10.5 Health and Safety Policy

Approval en bloc of the policies was proposed by Cllr Houghton and seconded by Cllr Rogers. All were in favour.

Cllr Rogers asked about training on equality and diversity, particularly in the use of pronouns. The clerk would look into this.

11. Financial Matters

11.1 Bill payments

Rachel Earl	Clerk wages January 2023	£475.06
HMRC PAYE	PAYE January 2023	£118.60
SSE	December electric for street lights	£176.53
RH Landscapes	Work for creation of allotment turning area and work on Upware Open Space (CIL money)	£780.00
RH Landscapes	Cemetery yew hedge and box hedge, felling of tree on Mission Hall green and cutting back of tree outside 26 Lode Lane	£1572.00
Wave	Water 3/9/22 to 2/12/22 Recreation Ground	£20.88
Wave	Water 3/9/22 to 2/12/22 Butts Lane Allotments	£77.95
Wave	Water 3/9/22 to 2/12/22 Cemetery	£11.10
Wicken Mission Hall	Rent October, November, December 2022	£72.00

11.2 Monthly Finance update

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

11.3 Bank Reconciliation to 30 December 2022

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

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12. Precept 2023/24

The precept of £32500 for 2023/24 was proposed by Cllr Rogers and seconded by Cllr Pepper. All were in favour. This was an increase of £2000 on the previous year due to the potential cost of an election in May 2023.

13. Items for Information

The pothole along Highfield Drove had been repaired by Highways but had reopened the following day. The clerk would report.

There was no further business and the meeting closed at 8.27pm