

**WICKEN PARISH COUNCIL  
MINUTES OF THE MONTHLY MEETING HELD  
AT 19:30 HRS ON TUESDAY 14 FEBRUARY 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, M Hawes, S Wilson and 1 parishioner.

**1. Welcome and apologies for absence**

The Chair welcomed everyone to the January meeting. Apologies were received and accepted from Councillors L Tory (illness) and District Councillor Bovingdon.

**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 an interest in item 7.5 and 7.6.

**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 10 January 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** Highways Issues – The resurfacing of the A1123 had been agreed and was due to commence 27 February 2023 however Highways had now postponed works until later in the year due to budgetary constraints.

**5.3** Mission Hall car park resurfacing – the clerk was awaiting a start date. [clerk's note – this would now take place w/c 27 February 2023].

**5.4** Maids Head Green notice board – This had been removed.

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

**5.8** Request for Access Via the Recreation Ground – The Parish Council still required a written scope of works and risk assessment. This would be agreed via email. [clerk's note – this had been received and permission agreed via email]

## **6. Allotment Committee Minutes 29 January 2023**

The minutes of the Allotment Committee meeting were agreed as a true and correct copy and were signed by the Chair. Cllr Rash had cleared the remaining vegetation and flattened the area which would form the turning point. The wire and metal would be removed. It was agreed that the area should be sprayed (clerk to ask RH Landscapes to do this). Teram was needed prior to putting down road plainings.

## **7. Planning Matters**

- 7.1 T1 Ash - Fell to ground. Low amenity and aesthetic value, weak basal union, concern over shading and property damage from roots and expanding crown. Propose to replant with Yew on boundary with No. 3 Church road in keeping with property.
- T2 Ash - Fell to ground. Very poor-quality tree under power lines with major stem decay. Remove to allow Yew T3 to flourish.
- T3 Yew - Prune to clear powerlines by 2m, crown lift to 3m above driveway, trim and reshape crown following removal of T2 and reduce road overhang by 2m.
- T4 Yew - Prune yew to 2m from powerlines, remove poor stem nearest roadside to allow remaining stem to flourish.
- T5 Yew - Prune to clear powerlines by 2m
- T6 Sycamore - Prune to clear power lines by 2m, crown raise to 4m above driveway, reduce crown spread over road and driveway by 2m, retaining tree shape and balance.
- T7 Horse Chestnut - Crown raise above barn, removing back to boundary line retaining shape and balance to tree.
- T8 Ash - Crown raise to 3m above buildings, remove dead wood and reduce crown spread over paved area, buildings and garden by 2m, retaining tree shape and balance.
- T9 Sycamore - Crown raise to 3m above buildings, remove dead wood and reduce crown spread over paved area, buildings and garden by 2m, retaining tree shape and balance
- The Vicarage, 5 Church Road, Wicken CB7 5XT. Ref 23/00051/TRE

The Parish Council were disappointed to see that ECDC had approved the application prior to the extended deadline for comments which had been requested by the Parish Council and agreed by ECDC.

The Parish Council had no objections to the work needed on T2 to T9

T1- the Parish Council queried whether this was an ash tree and would like the tree retained and alternative work take place rather than felling.

7.2 To vary Condition 1 (Drawing numbers) of previously approved 22/00183/FUL for Proposed residential development of 6 dwellings (Phased). Land adjacent to 14 Church Road, Wicken CB7 5XT. Ref 23/00042/VAR

The Parish Council had no objections.

7.3 Proposed first floor extension. Tyman Cottage, 1 Lower Road, Wicken. Ref23/00136/FUL

The Parish Council had no objections.

Draft minutes not yet accepted

7.4 To place a glamping pod x 1 (to measure 7.5m L x 3.8m wide by 2.5m high) on an existing concrete hard standing pod complete with small fenced off garden area. 9A Chapel Lane, Wicken, CB7 5XZ. Ref 22/00645/FUL

The Parish Council had no objections.

***Cllr Wilson left at 7.44pm***

7.5 To vary condition 1 (approved plans), condition 13 (access crossover) & condition 12 (visibility splays) 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 23/00071/VAR

The Parish Council were happy with the requirements requested by Highways so raised no further comment.

7.6 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

The Parish Council were happy with the requirements requested by Highways so raised no further comment.

***Cllr Wilson returned at 7.52pm***

7.7 Reserved matters for Layout, Scale, Appearance, Access and Landscaping for Plot 3 of previously approved 21/00584/OUT for proposed residential development for 3 dwellings. Plot 3 Land West Of 27 The Crescent Wicken Cambridgeshire. Ref 22/00972/RMA

The Parish Council would like to ensure that this had no detrimental impact to neighbouring properties.

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

**Approved**

- Single storey rear extension. The Vicarage, 5 Church Road, Wicken. 22/01426/FUK

**8. County and District Councillor Reports**

No County or District Councillors were in attendance.

**9. Parish Grass Cutting Contract**

The original paperwork had shown that the price would be held for a further 2 years. RH Landscapes were formally appointed for the next 2 years.

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

Draft minutes not yet accepted

The URA had requested Hatton Rustic 4 slat benches. Unfortunately Cllr Tory was not at the meeting to clarify the material (hardwood or softwood) and whether recyclable plastic had been considered to lower the cost of maintenance. This would be on the March agenda for clarity and then the benches would be purchased.

#### **11. Request by the National Trust to Review the Rent for the Shooting Rights**

The Chair and Clerk had met with the new Countryside Manger at Wicken Fen who had requested a reduction in the shooting rights annual charge as an exchange for the work they completed for free on the 10 year management plan for Poor's Fen. It was noted that the maintenance of Poor's Fen would cost the Parish Council well in excess of £200 per annum. Cllr Day proposed a reduction with effect from October 2023 to £50 per annum with an ongoing annual review. Cllrs Hawes seconded this. A second proposal was put forward for the amount to remain the same. This was put to the vote and it was agreed 5-1 to lower the rate to £50.

#### **12. Consultation on the proposed 2023 revision of the Local Validation List for planning applications for the County Council's own development and for waste development.**

This was noted.

#### **13. Village Clean Up**

The last village clean up day in 2022 was not well attended. Those who did attend had taken equipment away with them to enable them to litter pick throughout the year and the clerk and others regularly litter picked. The clerk asked whether an annual clean up day was needed. Cllr Rash requested that this continued to take place. It was agreed that this would be put on Facebook.

It was noted that the clerk was unable to account for 4 of the 10 village litter pickers.

#### **14. Coronation of King Charles III**

It was agreed that a working group would be formed to arrange a Big Lunch event on 7 May 2023 and a meeting would take place on 23 February 2023 for anyone who would like to be involved in organising the event. As well as social media, a leaflet drop would take place to advertise the event as it was found that this worked better with the Queen's Jubilee rather than social media.

#### **15. Policies**

##### **15.1 Data Protection Policy**

##### **15.2 Grievance Policy**

##### **15.3 Complaints Policy**

##### **15.4 Recruitment and Retention Policy**

##### **15.5 Safeguarding Policy**

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

Draft minutes not yet accepted

## **16. Financial Matters**

### **16.1 Bill payments**

Rachel Earl	Clerk wages February 2023	£474.86
HMRC PAYE	PAYE February 2023	£118.80
SSE	January electric for street lights	£156.96
SLCC Paid by card	Cemetery and churchyard safety and memorialisation course	£36.00
SLCC	Membership fee	£139.00
A&M Window Cleaning	Bus shelter cleaning	£50.00

### **16.2 Monthly Finance update**

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

### **16.3 Bank Reconciliation to 30 January 2023**

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

## **17. Items for Information**

Cllr Hawes reported light pollution from the new equine centre in Soham. This would be looked into.

Cllr Hawes reported the poor signage along the A1123 with the chevrons at the railway bridge and the junction sign at the short cut. Cllr Houghton advised that this had already been reported to Highways. Cllr Hawes would report again.

Cllr Day was concerned about the verge along Church Road where the builders vehicles were parking. It was acknowledged that they parked on the verge so as not to stop the flow of traffic. This would be monitored and the clerk would contact the developer if required.

There was no further business and the meeting closed at 8.52pm