

Draft minutes not yet accepted

**WICKEN PARISH COUNCIL
MINUTES OF THE MONTHLY MEETING HELD VIA SKYPE
AT 19.30 HRS ON TUESDAY 12th May 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. One parishioner was also present.

1. Apologies for absence and any declarations of interest.

Apologies were received and accepted from County Councillor Hunt.

Cllr Rash and Day declared an interest in item 5.1.

2. Update on Annual Meetings (NALC Update)

The Coronavirus Act 2020 did not allow for the annual meetings to be held remotely. Therefore, the Annual Parish Meeting and the Annual Meeting of the Parish Council could not be held. Following the NALC guidelines, the Chair and Vice Chair would remain in post until the 2021 Annual Meeting of the Parish Council. All other annual business would be rolled over to the next physical meeting. Until then the committee membership would remain the same:

Burial Board	Cllr Rash Cllr Tory Cllr Wilson Cllr Smith
Allotment Committee	Cllr Wilson Cllr Bye Cllr Day
Recreation Committee	Cllr Hawes
Mary Hatch Alms Houses	Cllr Wilson
Village Hall Committee	Cllr Wilson
The Chair and Vice Chair were members of all Parish Council committees	

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.

There was no participation.

4. Minutes of the Last Meeting Held on 14th April 2020

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

5. Planning matters

5.1 Construction of 2no. 3-bedroom, 1.5 storey detached dwellings and associated works. Land South East of 22 Stretham Road, Wicken. 20/00155/FUL. Amendment

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The closing date for this application had been set at 4th May 2020 and an extension had been denied by ECDC. This had been discussed via email and there were no comments.

5.2 Full planning application for the construction of a solar farm and associated works including inverter stations, DNO building, security measures, connection point to the national grid, communications mast, landscaping and upgraded access road. Site accessible to vehicles via a farm track leading from the A1123. Site South West of Meadow View Farm, The Butts, Soham. Ref 20/0522/FUM

There were no objections to the planning application. However, the Parish Council would like the following to be included as conditions:

- All construction traffic to enter the site via the A1123 via Soham and not through Wicken. This had been stipulated in the application, but the Parish Council would like this as a condition.
- Substantial hedging around the development to screen from view.

5.3 Approval of the details for the reserved matters from Appearance, landscaping, Layout and Scale of previously approved 16/01492/OUT for the erection of up to 8 dwellings with parking, garages and associated works. Land South of Chapel lane, Wicken 20/00499/RMA

The Parish Council were pleased to see the well thought out, sympathetic scheme with a finishing which was in keeping with the village. The Parish Council have the following comments:

- Six bungalows was too dense and would prefer to see 5 bungalows with space in between so it was more in keeping with the open aspect of Chapel Lane and Drury Lane.
- There had been no contact with the owner of the ditch/land on the North side of Chapel Lane and, due to the current state of the ditch, it would not be able to take the surface water from the development. This would need to be improved to take the expected proposed volume of water.
- The Parish Council would like a condition applied that the 4 bungalows on the west of the development (which back on to the small ditch) must not at any time discharge water into said ditch as this is already known to lack capacity in times of heavy rain and flood no 38 Chapel Lane

5.4 Update on Planning Applications Granted

Approved

Construction of 1no. dwelling with garage. 12 Back lane, Wicken.

Proposed residential development of 5 dwellings. Site West of 27 The Crescent Wicken

Proposed 2 semi- detached bungalows. 29 Chapel Lane Wicken

Withdrawn

Construction of 2no. three-bedroom dwelling and a double garage. Land at corner of Chapel Lane, Drury Lane.

Refused

Residential development for up to 19 dwellings. Site South East of 34-36 Chapel Lane, Wicken

The Chair advised that ECDC could now prove a five-year land supply and applications outside the building line could now be refused.

6. County and District Councillor reports

A written report had been submitted by District Councillors Schumann and Bovingdon. Cllr Schumann agreed to the report being put on the village website. The report included:

An update on ECDC services during the COVID-19 outbreak

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ECDC finances
Council Tax Hardship report
Business Support during COVID-19
Community Support during COVID-19
Extension to the Bus, Walk, Cycle Consultation
The Local Plan and Five-Year Land Supply

Cllr Hunt also submitted a written report which detailed:

Foster Care Fortnight
Household Re-cycling Centres re-opening
A14 now open
The support for the 27,000 vulnerable people in Cambridgeshire and Peterborough

7. Speeding in Wicken

The data from the speed limit signs showed that the number of cars had reduced since lockdown, but the speed had increased. Police had completed two speed checks in the last two weeks, but the Parish Council needed a long-term strategy to the problem. The following was agreed:

- The speed watch sign at Stretham end of the village should be moved closer to the edge of the village.
- The data from the speed watch cameras would be sent to the police.
- The clerk will look into the use of speed cameras.

The Parish Council would like to thank the resident for taking the time to analyse the data.

8. Moorings on the Land Adjacent to Dimmocks Cote Bridge

In 2010 the Parish Council had raised the point of illegal moorings adjacent to Dimmocks Cote bridge. This had been raised to ECDC, but the Parish Council had not received a follow up from this request. There now appeared to be a wooden caravan/structure on the side of the bank, and it was known that electricity was now supplied to the area. The Parish Council would like ECDC to review the situation.

9. Report from the Internal Auditor

The internal audit had been completed by Stephen Joyce FCPFA who reported that the audit for 2019/20 was an unqualified audit. There were no issues although some best practice was advised. A copy of the report would be held with the minutes.

10. Approval of the Annual Audit 2019/20

The Parish Council answered yes to all sections of the Annual Governance Statement for 2019/20. The clerk and Chair would sign the AGAR form at the earliest convenience. The Council agreed that the Accounting Statements 2019/20 presented fairly the financial position of the authority and would also be signed by the Chair and Clerk.

11. Progress report on matters arising from the last meeting.

11.1 Cycle path – Cllr Smith agreed to commence work on the cycle path in the coming weeks. The footpath will remain open while work takes place. The Parish Council may have to hire a

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digger to complete the work. The Parish Council had already set aside £2k of CIL money for construction of the cycle path.

11.2 Cock Up Bridge at Burwell – Cllr Houghton had written to the EA again but had not yet received a response.

11.3 Maids Head sign –This was ongoing.

11.4 EA car park in Upware – This was ongoing

11.5 Mortuary Chapel and Cemetery Pathways – Cllr Rogers and Cllr Smith would be meeting with Cobbs on site on the 20th May 2020.

11.6 Dogs on Leads Signs - The clerk had purchased some signs and would arrange for them to be put up.

11.7 Marquees – The marquees had been moved to the pavilion and Cllr Day had baited the Mortuary Chapel. The clerk would get a quote for the repair of the marquee.

11.8 VE Day Celebrations – The village had held very successful VE Day celebrations in line with the social distancing restrictions.

11.9 Potholes High Fen Road – Cllr Day confirmed these had been repaired.

11.10 Community Capital Fund – Cllr Tory had researched the Community Capital Fund and would submit an expression of interest for the Upware Open Space.

12. LHI Bid 2021/22

The Council had previously agreed that the LHI Bid for 2021/22 would be for speeding restrictions at Upware. Cllr Tory had asked for the thoughts of the URA members and it was agreed that they would like to see 2 sets of gates at either end of the village. The clerk had contacted Swaffham Prior Parish Council as one set of gates would be installed within their boundary. The Parish Council agreed to the 2 sets of gates (as long as Swaffham Prior PC agreed). The clerk will submit the bid.

13. Financial matters.

13.1 Chairperson's Expenses

Cllr Houghton declared an interest.

The current rate for the annual expenses for the Chair was set at £125.00. It was proposed by Cllr Day that this should be raised to £150, this was seconded by Cllr Hawes. All were in favour. This would be reviewed annually with the Fees and Charges.

13.2 Bill payments

R Earl	Clerks salary	£338.76
HMRC	Clerks PAYE	£84.60
SSE	Streetlight electric supply to 2 May 2020	£105.24
ROSPA	Charge for annual inspection	£181.20
CAPALC	Annual membership 1/4/20 to 31/3/21	£336.16

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Wicken Mission Hall	Rent for January to March 2020	£96.00
E-on	Electricity for changing roomms2/3/20 to 23/4/20	£12.72
Geosphere Ltd	Parish Online	£36.00

13.3 Monthly Finance Update

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

13.4 Clerk's Salary

A confidential conversation had taken place outside the meeting to discuss an increase in the clerk's salary scale. It was proposed by Cllr Rogers that the salary scale should increase from LC1 SCP5 to LC1 SCP8 as per the NALC Pay Scale recommendations. This was seconded by Cllr Wilson. All were in favour. This would be backdated to 1st April 2020.

14. Boundary of 66 High Street

A further letter had been received by the Clerk. Cllr Rogers had discussed the boundary with the owners and the way forward was discussed by the Council. It was agreed that the clerk should contact the Land Registry for a copy of the deeds to clarify the situation.

15. ROSPA Annual Safety Report

Pond Green Play Area

A number of issues had been raised by the ROSPA report. Cllr Bye had contacted Calloo and would ask them to attend the site to rectify the majority of the issues.

Recreation Ground

A number of issues had been raised by the ROSPA report. Cllr Smith and Houghton and the clerk would meet at the Rec to discuss this further.

16. Items for Information

New Life in the Old West – the clerk had received a letter confirming that the lottery bid submitted by NLOW had been successful.

Cllr Hawes raised the issue of parking in the village due to the Fen car park being closed. This would be monitored, and cones put out if necessary.

Cllr Day offered to treat the wooden bench donated to the village by the Beloe family and asked the Parish Council to consider what stain or preservative they would like him to use, if any.

There was no further business and the meeting closed at 21.31