

**WICKEN PARISH COUNCIL  
MINUTES OF THE MONTHLY MEETING HELD IN THE VILLAGE HALL  
AT 19.30 HRS ON TUESDAY 10<sup>th</sup> MARCH 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 and L Tory were present. County Councillor Hunt and one parishioner were also present.

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

Apologies were received and accepted from Councillors Hawes, Rash and Smith and District Councillors Ian Bovingdon and Dan Schumann.

Cllr Wilson declared an interest with item 4.1 and 4.2.

Cllr Day declared an interest with item 4.3.

**2 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.**

No members of the public requested to speak.

**3. Minutes of the Last Meeting Held on 11<sup>th</sup> February 2020**

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

**4. Planning Matters**

*Cllr Wilson left the meeting at 7.38pm*

**4.1 Residential development for up to 19 dwellings. Site South East of 34-36 Chapel Lane, Wicken Amendment: additional information received includes receipt of a landscape strategy following Tree Officer concerns. Ref 19/00146/OUM**

The Parish Council objected to the planning application. However, should it go ahead, would like to know who would be responsible for the existing trees on the boundary. Clear ownership of the trees needed to be established.

The Parish Council felt that there was not enough screening to protect the new development and to lessen the impact on the character of the rural surrounding area.

**4.2 Residential development for up to 19 dwellings. Site South East of 34-36 Chapel Lane, Wicken Amendment: the amendment involves revised Flood Risk Assessment and Drainage Strategy. Ref 19/00146/OUM**

The amendment does not answer the previous comments raised by the Parish Council concerning drainage.

Paragraph 5.5.3 states a flood risk of 1 in 100 years which had taken it back from the 1 in 1000 years stated in paragraph 3.3.

Paragraph 3.5 detailed the flow should a blockage occur. With local knowledge this would go into a drain which could not cope and already regularly caused existing properties to flood.

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The Parish Council had previously requested a site meeting with the case officer and MTC Engineering which had not yet taken place and again requested a site meeting as the Parish Council had major concerns as the proposed drainage system was inadequate.

***Cllr Wilson returned to the meeting at 7.46pm***

***Cllr Day left the meeting at 7.46pm***

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

Wicken Parish Council has no objections to the application but would like to see planting of an adequate size.

***Cllr Day returned to the meeting at 7.50pm***

**4.4 Construction of 1no. dwelling and garage. 12 Back Lane, Wicken, Cambs. Ref 20/00228/FUL**

Wicken Parish Council would like the final roofline to be no higher than the existing adjacent properties.

**4.5 Raised bird hide and observation deck with ramped access boardwalk. National Trust, Wicken Fen Nature Reserve, Lode Lane, Wicken. Ref 20/00199/FUL**

The Parish Council supported the accessibility and the aim of the project. However, the Parish Council did not feel that the design of the structure would generate the effect as anticipated in the design statement and felt that it would not blend in with the natural surroundings of the fen and the sedge and was an intrusive design.

The Parish Council were aware that this would generate more visitors to the fen and continued to feel that Lode Lane was a major safety concern to residents and visitors alike and would like a condition added for a footpath along Lode lane.

**4.6 Proposed residential development of 5 dwellings (resubmission of 19/00482/OUM). Site West of 27 The Crescent Wicken. Ref 20/00294/OUT**

Wicken Parish Council had no objections to the application

**4.7 Proposed 2 semi-detached bungalows. 29 Chapel Lane, Wicken. Ref 20/00292/OUT**

The Parish Council had no objections to the application but would like to see the landscaping compensate for the orchard and established native hedge which were brutally removed.

**4.8 Update on Planning Applications Granted**

There had been no notifications of applications granted by ECDC however the planning application for Plot 1 Land South of 3 Old School Lane, Upware. 20/00020/FUL had been withdrawn.

**5. Consultation on Review of County Planning, Minerals and Waste Enforcement**

The Parish Council noted the information regarding the consultation.

**6. Lode Lane Safety**

The Parish Council continue to be highly concerned about the safety of the people using Lode Lane. Attempts to engage with Highways to discuss the safety of users had not resulted in a meeting or solution and the Parish Council looked to County Councillor Hunt for assistance. Cllr Hunt requested information on the numbers of visitors to Wicken Fen over the last 10 years and he

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agreed to champion the cause for the Parish Council. It may be that there would be a short-term pragmatic approach before a long-term solution was found.

## **7. Bus Cycling and Walking Consultation**

County Councillor Hunt advised of future drop in sessions for the consultation which would be taking place. Paper copies of the consultation had been delivered in Wicken, but the survey could also be found online. Cllr Bye would add the link to the Facebook pages for Wicken and Upware.

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

Councillor Hunt advised that Parish Council of the following:

- A1123 would be closed on the night of 23/24 April to allow for work on the level crossing.
- County actions ref Climate emergency
- New police commissioner candidate
- £11m extra for Cambs schools in 2020
- Bus reviews and the zipper future
- Ely Archives now open
- Widening of Kings Parade and Histon Road
- Council tax
- A14 six months ahead of schedule
- New library in Milton Road
- Exploring planting 2 trees for 1 tree

Cllrs Bovingdon and Schumann were not at the meeting but had sent a comprehensive written report covering the following:

- Bus, walk, cycle consultation
- Political proportionality change
- Budget Setting
- Citizens Advice Rural Cambs grant
- Anti-Semitism motion
- Kennett Community Land Trust climate change motion
- Questions to the leader
- First 100K homes being built
- Princess of Wales hospital

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

**9.1** Cycle path – This was ongoing. The clerk had requested the hedge be cut back. This would be completed in the autumn.

**9.2** Website – This was ongoing.

**9.3** Public Space Protection Order – The Clerk and Chair had attended the East Cambs Parish Council Conference in Littleport and had discussed the need for a PSPO which had been raised by Fordham PC. It was found that these could only be entered into if the Parish Council had a problem. As Wicken did not have a problem, the issues were covered by existing byelaws.

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**9.4** Community Liaison meeting – the Chair had emailed the EA regarding the Cock Up bridge over the Burwell Lode. The issue had been investigated by the EA and the response was that the costs and ongoing liabilities far outweigh the benefits.

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

**9.6** EA car park in Upware – The EA had contacted the Chair to advise of work they planned to complete on the low hanging branches on the trees. The clerk would request the potholes be filled in. *(Post meeting note: this work has been postponed)*

#### **10. Resurfacing of Cross Green Track**

The Clerk and Chair had met with Mark Peck the Rights of Way Officer. Mark Peck had inspected the Cross Green Track and had found that the surface was perfectly adequate for its Definitive designation as a Public Footpath and that improvement desired for the purpose of vehicular access, lays with the residents of Cross Green who were using the route for access to their properties

#### **11. 2021/22 Local Highway Improvements Applications**

The Highway and Infrastructure committee would be meeting in March to consider bringing the LHI scheme process forward so the window for applications opened on the 1<sup>st</sup> April 2020 and closed 31<sup>st</sup> May 2020. The Parish Council had already agreed that the LHI bid for 2021/22 would be for speed measures in Upware. Cllr Tory would discuss this at the next URA and report back to the Parish Council. This would be put on the May agenda.

#### **12. Minor Footpath Diversion at Wicken Fen**

CCC had noted that there were three anomalies in relation to the Definitive Map of Rights of Way. These were Burwell No 3, Lode No 7 and Lode No 9. Although not in the parish of Wicken, the Parish Council had been consulted as the paths would be used by parishioners. The Parish Council did not have any concerns with the minor changes.

#### **13. Permission for the National Trust to Locate a Mink Trap on Parish Land**

Martin Lester from the National Trust had requested permission to place a mink trap at the mouth to the wind pump feeder ditch. The Parish Council granted permission.

#### **14. Poor's Fen Management Programme**

At the meeting with the National Trust on the 5<sup>th</sup> February 2020, the management of Poores Fen had been discussed and Martin Lester had agreed to take on the management. The National Trust agreed to build a five-year management plan which would be renewed every 5 years. The Parish Council were happy to enter into an agreement which would be drawn up by the National Trust and brought to the Parish Council for ratification. This was proposed by Cllr Bye and seconded by Cllr Wilson, all were in favour.

#### **15. Upware Open Space**

The clerk had received two quotes for the post and rail fencing and would be meeting a third contractor on site tomorrow.

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#### **16. Grant Application for Mortuary Chapel and Cemetery Pathways**

Cllr Rogers advised that the Parish council had been successful with the grant application from Amey Community Fund (part of the Landfill Communities Fund) for the sum of £25,248.00. The Parish Council thanked Cllr Rogers for her hard work.

#### **17. Boundary of 66 High Street Wicken**

The clerk had received a letter from the owner of 66 High Street requesting further evidence with regards to the boundary fence. The clerk would provide the Land Registry maps held in the archives.

#### **18. 'Dogs on Leads' Sign at the Butts Lane Allotments**

The Clerk had sourced some signs which could be used. The council agreed to the signs which would cost in the region of £20.

#### **19. Wicken Parish Council's Protocol for Marking the Death of a Senior Member of the Royal Family**

It was agreed that the clerk and Chair would meet to discuss this further. Initial ideas were:

- Chair to read the proclamation
- Book of condolence
- Church bells rung to mark the death

#### **20. Burial Board Decision on Grave Border**

A border had been placed around a grave in the cemetery which was against the cemetery rules. The clerk would send a list of the rules to each of the local funeral directors and ask for relatives to sign to agree to the rules. The Parish Council would allow the border to remain but would ask for it to be removed when the application for a gravestone was submitted.

#### **21. Financial matters.**

##### **21.1 Bill payments**

R Earl	Clerks salary	£338.56
HMRC	Clerks PAYE	£84.80
E-on	Electricity for changing rooms 2/2/20-2/3/20	£12.55
SSE	Street light electric supply to 3 March 2020	£98.71
Soham Property Maintenance	Replacement glass for the pavilion following the break in	£188.40
David Werner	Work on various trees completed by Garden Angel	£76.99
Balfour Beatty	Quarterly payment for maintenance contract	£138.00
Anglian Water	4 Butts Lane 3/12/19-2/3/20	£6.28
Anglian Water	Recreation Ground 3/12/19 0 2/3/20	£14.76
Anglian Water	Cemetery 3/12/19-2/3/20	£11.93

The clerk made the Parish Council aware of the following anomalies which had been picked up when preparing for the audit

May 2019	Payment to Works Loan not recorded in minutes	£2640.77
November 2019	Payment to Works Loan not recorded in minutes	£2640.77
November 2019	Payment for streetlights recorded in minutes as £103.65 but should have been £111.63	

Draft minutes not yet accepted

June 2019	Payment to Amey Cespa recorded in minutes as 11% of total cost but the actual amount not recorded	£3566.53
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### **21.2 Monthly Finance Update**

The financial update showed the Parish Council was in a stable financial position. However, there would be a need to use the contingency funds.

### **21.3 Clerk's Salary**

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

## **22. Risk Assessments**

### **22.1 Fixed Assets**

The fixed assets were reviewed and agreed. The cost of the new Beloe bench would need to be added after it was installed. The amount of the streetlights also needed to be amended to include the cost of the three streetlights which were replaced in 2019/20.

### **22.2 Risk Register**

The Parish Council reviewed the risk register and agreed that the level of risk would remain the same for each item.

## **23. Items for Information**

John Adams had contacted the Chair to advise that landscape work was being completed on their property. They would ensure that any damage to Cross Green would be made good.

The Rights of Way officer had made the clerk and Chair aware of a historical obstruction to the footpath along Bier Way.

There would be a need to find a place to store the items from the Mortuary Chapel when work commenced.

There was no further business and the meeting closed at 10.05pm