

Draft minutes not yet accepted.

**WICKEN PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD
AT 19:30 HRS ON TUESDAY 9 MAY 2023
WICKEN MISSION HALL**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted):
L Houghton, J Rogers, B Pepper, P Rash, M Hawes, S Wilson, R Barnes and C Robinson and 2 parishioners.

1. Welcome and apologies for absence

The Chair welcomed everyone to the meeting, in particular our two new Parish Councillors, Rachel Barnes and Caroline Robinson. There were no apologies for absence.

2. Election of Chair and Vice Chair

The Chair handed the meeting to the Clerk.

Election of Chair

Cllr Houghton was proposed by Cllr Wilson and seconded by Cllr Rogers. All were in favour. As there were no other nominations, Cllr Houghton was duly elected as Chair.

The Clerk handed the meeting back to the Chair.

Election of Vice Chair

Cllr Rogers was proposed by Cllr Houghton and seconded by Cllr Pepper. All were in favour. As there were no other nominations, Cllr Rogers was duly elected as Vice Chair.

3. Acceptance of Office

The acceptance of office forms were signed by Councillors.

4. 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

5. Appointment of Committee and Trustees

Burial Board	Cllr Pepper Cllr Barnes Cllr Wilson Vacancy
Allotment Committee	Cllr Wilson Cllr Rash

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	Cllr Barnes
Recreation Committee	Cllr Hawes Cllr Robinson
Mary Hatch Alms Houses	Cllr Wilson
Village Hall Committee	Cllr Wilson
The Chair and Vice Chair were members of all Parish Council committees	

6. Councillor Vacancy

Following the uncontested election there was a vacancy on the Parish Council. It was agreed that this should be advertised and parishioners invited to apply with a closing date of 30 June 2023.

7. 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.

Two members of the public requested to speak regarding reducing the speed limit on the A1123. Member of Public A stated that they were disappointed that the Parish Council had decided not to apply for a reduction of the speed limit to 20mph throughout the village as there was a known speeding issue and requested that this should be discussed further. Member of the public B echoed these thoughts and sought clarification on why the application was for the lanes only. The Chair responded to the questions as there had been a large debate on social media. The Chair advised that there had been confusion within the application process regarding the ability to apply to reduce the speed limit on major roads. Both the Clerk and Chair had tried to obtain clarification from Highways but the question had not been answered. The application process did confirm that there would be no improved enforcement of the speed limit from the police. The majority decision at the Parish Council meeting in April was that due to the ambiguity the Parish Council would apply for the lanes as these did qualify and review the application again next year. The poll on Facebook currently stood at 50/50. The chair also confirmed that the 20mph speed reduction scheme will be running for future years and further applications could be made by the Parish Council in subsequent years.

The parishioners left the meeting at 8pm.

8. Minutes of the Lat Meeting held on 11 April 2023

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

9. Progress Report on Matters Arising from the Minutes 11 April 2023

9.1 Mission Hall car park resurfacing – the white lines had now been painted. Due to the resurfacing the BT manhole cover near the hall entrance needed to be raised. The clerk would obtain permission from BT and get quotes. The clerk would write to the Hall Committee formally requesting their donation of £5000.

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

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9.3 Highways – The A1123 was due to be closed again on 30 May 2023. The clerk would monitor to see if the signage was improved as requested. The clerk had written to Lucy Frazer MP again regarding the resurfacing of the A1123 and had again reported it to Highways

9.4 Upware Open Space – The clerk had contacted the son of the owner of Plot 1 and would have a site meeting when their drainage report had been received.

9.5 Empty properties on North Street – The clerk was waiting to hear from the Housing Association.

9.6 Coronation Big Lunch – This event had been very successful. Thanks were extended to the organisers of the event.

9.7 Cemetery Car Park – The misuse of the car park would continue to be monitored. It may be necessary to close overnight and remove the bins.

10. Planning Matters

10.1 Erection of a detached building for use as a cycle facility and associated shop. Land rear of 20 Stretham Road, Wicken, CB7 5HH. Ref 23/00460/FUL

The Parish Council would like a condition added that this should not be converted into a residential building without further planning permission.

10.2 Proposed first floor extension. Reduction on the first floor extension. Tyman Cottage, 1 Lower Road, Wicken, Cambs. Ref 23/00136/FUL

The Parish Council had no objections.

10.3 Update on Planning Applications Approved/Refused by ECDC

Approved

- Single Storey heavily glazed rear synthetic tiled roof extension. 53 Church Road, Wicken. Ref 23/00189/FUL

11. County and District Councillor Reports

There were no reports from the County of District Councillors.

12. Internal Auditors Report

The 2022/23 accounts had been audited by Stephen Joyce FCPFA in his role as Internal Auditor. The audit had been clean and unqualified with particular praise for the Clerk's record keeping.

13. Approval of the Annual Governance Statement 2022/23

The Parish Council answered Yes to all sections of the Annual Governance Statement for 2022/23. The AGAR form was signed by the Chairman and Clerk.

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14. Approval of the Accounting Statements 2022/23

The Council agreed that the Accounting Statements 2022/23 presented fairly the financial position of the authority, and this was signed by the Chairman and the Clerk.

15. ROSPA Report of the recreation Ground and Pond Green Play Area

The RoSPA report had been received. There were minor points raised on the Recreation Ground but a risk was flagged up with the swing frame on Pond Green Play area. It was agreed that the swing seats be removed for safety and the clerk would obtain quotes for a new frame and safety surface.

16. Footpaths in the Cemetery and Church Yard

Work was required on the footpath in the church yard and the weeds coming through the cemetery path required spraying. Cllr Pepper agreed to spray the weeds and report back to the next meeting as to what work was required on the church yard path.

17. Hedgehog Highways

It was agreed that a box of hedgehog highways should be purchased and Cllr Robinson would distribute to parishioners at the village fete.

18. Financial Matters

18.1 Bill payments

Rachel James	Clerk wages May 2023	£474.86
HMRC PAYE	PAYE May2023	£118.80
SSE	Street Light electricity	£102.85
RH Landscapes	April cuts	£1260.00
JH Cobb	Resurfacing of the Mission Hall car park	£20343.60
Wicken Mission Hall	Rent for January, February and March 2023	£72.00
Playsafety Ltd	Annual inspection report	£196.80
Stephen Joyce	Internal audit 2022/23 fee	£100.00
Street Solution	25 No waiting cones (CIL) card payment	£274.74
R James	2 new padlocks purchased (CIL)	£21.00

Payments made from the Community Fund

Trophystore Uk	Medals for the crown competition (card)	£42.75
Elizabeth Houghton	Cash paid to music entertainer	£250.00
Ely Print Centre	Flyers	£59.00
Baker Ross	Various items (card)	£22.75
Amazon	Party games, banner (card)	£32.95
Amazon	Bunting (card)	£24.26
Amazon	King Charles cut out (card)	£36.99

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Baker Ross	Wristbands (card)	£50.59
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18.2 Monthly Finance update

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

18.3 Bank Reconciliation to 29 April 2023

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

18.4 Request for a Donation from Magpas

Magpas had requested a donation from the Parish Council. A donation of £100 was proposed by Cllr Pepper and seconded by Cllr Wilson. All were in favour.

19. Items for Information

There were no items for information.

There was no further business and the meeting closed at 9.13pm