

**WICKEN PARISH COUNCIL
MINUTES OF THE MEETING HELD
AT 19:30 HRS ON TUESDAY 11 OCTOBER 2022
WICKEN MISSION HALL**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted): Cllrs E Houghton (Chair), M Hawes, S Wilson, P Rash, M Smith, L Tory and County & District Councillor Schumann.

1. Welcome and apologies for absence

The Chair welcomed everyone to the September meeting. Apologies were received and accepted from Cllr J Rogers (holiday) and Cllr J Day (illness) and Councillor B Pepper (holiday).

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.

No members of the public requested to speak.

4. Minutes of the Last Meeting Held on 27 September 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 27 September 2022

5.1 Cycle path – This was ongoing. The clerk would arrange a date for the work.

5.2 Resurfacing of the paths and cleaning of the culvert at the Hawes Lane junction – This was ongoing. The clerk had started to report the state of the paths on the Highways website again.

5.3 A1123 repairs – This was ongoing.

5.4 Parish Council Emails – The Clerk was now circulating information to the parish council emails. Cllr Hawes would hold a training session at 7pm on the 8 November 2022

5.5 RoSPA Reports – Maintenance work had been completed.

5.6 Cemetery and Closed Churchyard Maintenance –The growth of the ivy would be monitored. Cllr Smith had sprayed the edges of the footpaths and also the surface of the MUGA.

5.7 General Village Maintenance (posts) – This was ongoing

5.8 Mission Hall Car Park resurfacing – The work had been delayed due to issues obtaining the bitumen.

5.9 Planning permission for a dwelling Land South East of 9A Stretham Road, Wicken. Ref 22/00137/FUL –Cllr Houghton had received a reply from Cllr Hunt who would follow this up with the Planning Department.

5.10 Village barbeques –The covers for the barbeques were currently out of stock but would be purchased when available.

5.11 Members of the public using school buses –Cllr Schumann would chase for a response.

5.12 Minutes of the allotment committee – Cllr Rash asked about the number of trees planted on the allotment. This would be on the next agenda.

5.13 Ash tree outside 26 Lode Lane – The clerk would obtain 2 further quotes and would be an agenda item once received.

5.14 Maids Head Green notice board – This was ongoing

6. Update on Planning Applications Approved/Refused by ECDC

Approved

Various tree works. Wicken Hall, 72 Church Road, Wicken. Ref 22/00988/TPO

Proposed two storey rear extension to dwelling and reconstruction of existing barn. The Vicarage, 5 Church Road, Wicken. Ref 22/00359/FUL

Cllr D Schumann joined the meeting at 7.50pm

7. County and District Councillor Reports

Refuse collection – the refuse collection continued to be problematic, but the situation was improving.

Buses – CCC had given jurisdiction of the buses to the Mayor and therefore neither ECDC nor CCC had any authority to assist with the closure of routes.

Cycle path – The Market Towns Fund had committed £350K to the Wicken to Soham cycle route project but the latest Sustrans report had put the cost of the project at £1m.

Doctors Surgery – Cllr Schumann was working on trying to speed up the development of a new doctor's surgery.

Cllr D Schumann left the meeting at 8.30pm

8. Insurance of the Lychgate

The insurance estimation from Cambridge Restorations for replacing the lychgate (wood and roof only not including the gates and seats) was £15,171.84 and there would be a further cost for the brickwork. The clerk had received a quote for adding the lychgate to the insurance (based on a replacement cost of £23k) which would be £84.95 per year. The Parish Council agreed that

it would not be beneficial to insure the lychgate and asked the clerk to complete a risk assessment.

9. Street Light Energy Contract

The clerk had contacted SSE and discussed a future fixed rate contract with a reduced number of electricity units due to the upgrades to LED. The clerk had been informed that the price that had been quoted was no longer available and fixed rate contracts were now only offered for 6 months due to the volatility of the energy market. The clerk was asked by SSE to contact UK Power Networks to obtain a new estimated usage for the unmetered supply for the three MPANs and to then contact SSE again and a price would be offered on the day. The fixed rate contract came to an end on 31 October 2022 and therefore the Parish Council authorised the clerk to get the best possible price available.

10. Consideration of Fees and Expenses and Burial Board Fees

	Current fee	Fee from April 2023	
Acre allotments	£100.00	£110.00	Reflecting the increase of rent from CCC wef April 2022
Afterway allotments	£6	£6	
Garden land	£60	£70	
Burwell land	£100.00	£110.00	
Poors Fen	£200.00	£200.00	
Green Licences	£30	£30	
Pavilion Rent	£1	£1	
Use of Pitch	£25 (£12.50 for Wicken based teams)	To be agreed	To be considered by the Recreation Committee
Changing Rooms	£20 (one off event)	£20.00	
Use of MUGA	£5 per hour (peak) £2.50 (off peak) residents £10 per hour (peak) £5 (off peak) non-residents	To be agreed	To be considered by the Recreation Committee
Use of lights	£5 per hour	£5 per hour	
Clerk	Annual salary SCP16	SCP16	
Annual expenses	£500	£550	
Chairman allowance	£150	£150	
Internal auditor	£100	£100	
Marquee 30x30	£150 parishioner £300 commercial	£150 parishioner £300 commercial	
Marquee 30x20	£120 parishioner £240 commercial	£120 parishioner £240 commercial	
Marquee 20x15	£80 parishioner £160 commercial	£80 parishioner £160 commercial	

Folding tables	£5	£5	
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The Burial Board fees were to remain unchanged.

The changes were proposed by Cllr Hawes and seconded by Cllr Wilson. All were in favour.

11. Financial Matters

11.1 Bill payments

Rachel Earl	Clerk wages October 2022	£440.13
HMRC PAYE	PAYE October 2022	£110.20
SSE	Electricity for streetlights for September 2022	£115.45
Cambridgeshire Search and rescue	Donation	£50.00
Wicken Mission Hall	Rent for July, August and September	£72.00
Wave	Water 3/6/22- 2/9/22 Butts Lane Allotments	£21.00
Wave	Water 3/6/22- 2/9/22 Recreation Ground	£11.42
Wave	Water 3/6/22- 2/9/22 Cemetery	£11.21
PWLB	Loan payment for the Mission Hall	£2640.77
RH Landscapes	Grass cutting September	£420.00

11.2 Monthly Finance update

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

11.3 Bank Reconciliation to 29 September 2022

The bank statements and reconciliation reports had been circulated to all Councillors. This was noted.

12. Items for Information

There were no items for information.

There was no further business and the meeting closed at 8.50pm

Minutes accepted as a true and correct copy.....