

**WICKEN PARISH COUNCIL  
MINUTES OF THE MONTHLY MEETING HELD  
AT 19.30 HRS ON TUESDAY 13<sup>th</sup> JULY 2021  
WICKEN MISSION HALL**

In Attendance (a minimum of 3 Councillors must be present for business to be conducted): Cllrs E Houghton (Chair), J Day, J Rogers, M Smith, C Bye, S Wilson, P Rash and L Tory and 5 members of the public.

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

Apologies were received and accepted from Cllr Hawes (retrospectively).

There were no declarations of interest.

**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.**

Jonathan Fuller advised of his plans for his barn conversion which was under agenda item 5.2 and 5.3.

One member of the public voiced issues with the Upware Open Space.

**3. Minutes of the Last Meeting Held on 8 June 2021**

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

**4. Progress Report on Matters Arising from the Minutes 8 June 2021**

**4.1** Highways issues –There was still no update from Highways on the Upware boundary. The clerk was arranging a meeting with Highways.

**4.2** LHI Bid – Upware Speeding. The bid was unsuccessful.

**4.3** Cemetery tap – The tap had been vandalised again. Rory Woodroffe had stopped the flow of water and would replace the tap. Someone had also started a fire in the car park next to the hedge. The car park would now be locked at night. Mr and Mrs James had offered to do this.

**4.4** Purchase of Streetlights – The clerk had requested Balfour Beatty to replace the streetlights.

**4.5** Speedwatch Batteries – The batteries had been ordered but not yet delivered.

**4.6** Debit card – The clerk had contacted Barclays Bank and a debit card would be ordered following the completion of the relevant paperwork.

**4.7** Storage racking – The clerk and Chair had measured the Mortuary Chapel. The racking was currently out of stock but would be ordered as soon as possible.

## **5. Planning Matters**

**5.1 Proposed part demolition of existing commercial building and conversion to four bed-house plus construction of new three bed dwelling. 15-17 North Street, Wicken CB7 5XW. Ref 21/00345/FUL. Parking issues.**

The clerk advised that this had already been passed.

**5.2 Conversion of barn to dwelling. Spinney Abbey 33 Stretham Road, Wicken. Ref 21/00761/FUL**

This item was taken with 5.3.

**5.3 Conversion of barn to dwelling. Spinney Abbey 33 Stretham Road, Wicken. Ref 21/00761/FUL. Additional information received includes updated application form and heritage statement submitted.**

The Parish Council supported the application as it would preserve a notable structure but would like to ensure that the building materials used were sympathetic to the surrounding area.

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

The following had been approved:

- Proposed residential development for 3 dwellings. Site west of 27 The Crescent Wicken. Ref 21/00584/OUT
- Variation of condition 1 for previously approved 20/00771/Ful. Dimmocks Cote 46 Stretham Road Wicken. Ref 21/00707/VAR
- Part demolition of existing commercial building a conversion to 4 bed-house plus construction of new three bed dwelling. 18-17 North Street Wicken CB7 5XW. Ref 21/00345/FUL
- Street trading application for Lapwing Café, Lode Lane Wicken
- Appeal for Walnut Tree Cottage 8 Back Lane Wicken was successful.

## **6. County and District Councillor Reports**

No reports had been submitted.

## **7. Cycle Path**

The clerk had obtained 3 verbal quotes for the purchase of 80 tonnes of plainings:

Meads Construction £ 60 per tonne

Gerrard - £25.50 per tonne

James Waters - £18 per tonne.

The clerk would confirm that the price submitted by James Wight was for tarmac plainings. The Parish Council authorised the clerk to purchase 80 tonnes of tarmac plainings for September.

This was proposed by Cllr Houghton and seconded by Cllr Wilson. All were in favour.

## **8. Upware Open Space**

There had been a breakdown in communication which had led to some of the saplings being destroyed or damaged when the land was topped. Once the land had been cleared there were also concerns voiced that this could now be used by travellers. Peter Haine had placed some logs on the front boundary but the lack of an adjacent boundary fence on plot 1 left the area exposed. The following was agreed:

- The clerk would talk to Mr Fuller prior to the land being sprayed.
- The ditch would be reinstated as soon as possible – the clerk would discuss this with the IDB.
- The rubbish at the front boundary would be cleared – The clerk would talk to Meads Construction.
- The fence at the front would be erected as soon as possible – the clerk would obtain quotes.
- The area around the trees would be maintained by Dave from the No Hurry Pub.
- Cllr Tory and Sharon Greene from the URA would keep the front area tidy.

2 parishioners left the meeting.

## **9. Code of Conduct Training**

CAPALC offered short session training on the code of conduct at the price of £260 via Zoom or £325 for face-to-face training. It was agreed that the Council should request face to face training. All were available on the 31 August 2021 or 7 September 2021. The clerk would contact CAPALC.

## **10. Mission Hall car Park Sign**

The Mission Hall Trustees had requested permission to install larger 'no parking' signs. Permission was granted.

## **11. Fixed Asset Register**

The clerk had reviewed the fixed asset register for insurance purposes. The value of the Mortuary Chapel had been increased following a conversation with CJ Murfitts regarding the refurbishment. The value for the marquees had also been increased to allow for the increase in the cost of replacement.

## **12. Grass and Verge Cutting**

The Parish Council had received a number of complaints regarding the cutting of the greens and the verges. The clerk and chair had met with the Operations Director from CGM Ltd three times and had walked the village pointing out areas of concern during the last meeting. These were that a number of verges had either not been cut or had not been cut to a satisfactory standard. The greens were being cut regularly but the blades were so low that there were now bald patches on the greens. The Operations Director had advised that the issues would be rectified. It was noted that the contract had been signed for 1 year with the extension of 2 years should both parties be happy.

The Council agreed to withhold payment until the issues had been rectified. The Clerk would write again with a formal complaint.

## 13. Financial Matters

### 13.1 Bill payments

Rachel Earl	Clerk wages July 2021	£432.60
HMRC PAYE	PAYE July 2021	£108.20
Wicken Village Hall	Rent for May and June	£48.00
A&M Window Cleaning	Bus shelter cleaning	£45.00
Balfour beaty	Maintenance Contract	£138.00
British Gas	Electricity for the Pavilion 7/6/21- 11/7/21	£16.71
SSE	Electricity for streetlights for April 2021	£118.99
SSE	Electricity for streetlights for June 2021	£108.91
Morelock Ltd	Replacement batteries. This cheque had been signed between meetings, but payment had been agreed at the June meeting.	148.80

### 13.3 Insurance

Following the review of the fixed assets register, the insurance cost had risen to £1958.02. The Parish Council had agreed to three-year contract which would expire next year. The clerk would go out to tender in April 2022. This payment was agreed.

## 14. Items for Information

Cllr Rogers would talk to John Cobb regarding grass and weeds growing through the cemetery footpaths.

The Parish Council gave Cllr Day permission to cut the hedge at the Upware turning.

The Parish Council had logged on official compliant with Highways regarding the diversion route for the recent roadworks along North Street.

The Parish Council had received pre submission consultation requests for Neighbourhood Plans being submitted by Reach Parish Council and Isleham Parish Council. The clerk would respond to both consultations on behalf of Wicken Parish Council.

There was no further business and the meeting closed at 8.35pm.