

Minutes of the meeting of Wimblington Parish Council held on Tuesday 17th March 2020 in the small room of the Parish Hall, Addison Road Wimblington at 7.00 pm.

Present M T Davis (Chairman), Mrs P Amos (Clerk), Cllr Hennen; Cllr. P Clark; Cllr Dent; Cllr. Harding; Mrs Hart; Mrs Moulton; Mr Rob Stevenson; Ms Karen Bowell.

[illegible]

		e) Wheelie bin stickers – deferred. f) Annual Assembly – as agreed by Cllrs at the January meeting an invitation event will be held after the April meeting for the Annual Assembly. Unfortunately, this will have to be cancelled/postponed. National guidance re meetings awaited. g) Staff – Chairman had contacted the internal auditor as she was aware of the many additional hours put in by the clerk over recent months in dealing with the management of all the different project which have been underway at the same time. The Chairman proposed that the Clerk be awarded an ex-gratia payment and had checked with the internal auditor this was appropriate. The Chairman stressed that this was not a request from the Clerk who had made no comment about the additional work load. An amount of £600.00 to reflect the extra hours worked was agreed upon. This to be paid in April. Proposed Cllr P Clark; Seconded: Cllr. Judith Harding. Unanimous in favour by show of hands. h) Coronavirus contingency. The clerk, having received a number of e-mails from NALC and CAPALC advising of cancelled meetings and seminars due to the virus, also more recent Government advisory statements, asked Councillors to consider what arrangements they wished to make in regards to the upcoming Annual Assembly and Fun Day. After discussion resolved to cancel both and VE day celebrations. Other activity arrangements to be decided upon on a daily basis, dependent upon Government advise. Proposed: Cllr Davis; Seconded: Cllr. P Clark by show of hands carried unanimously.	
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053/20	Payments	a) The members to consider the following: accounts for payment:				
		Payments		NET	VAT	£
		Staff salaries *Feb	Including pension, tax & NI			1889.20
		Cambs bin cleaning	Hall bin clean Jan & Feb			25.00
		Red skips	Skip for hall ceiling work	116.67	23.33	140.00
		Wrights tools	Door handle for ladies' toilets	7.43	1.49	8.92
		CAPALC	Annual mem'ship fee to 2021			552.51
		Artistic Metalica	WMPF gates refurb and arches	7710.00	154.20	9252.00
		Morton & Hall	WMPF Engineer inspection	355.00	71.00	426.00
		Park ladies' fitness	Refund of hall deposit & rent			63.00
		Avanti gas	Hall gas - now in credit			247.07
		Blounts	Smoke detector electrical	668.00	133.60	801.60
		Summer Show	Donation			200.00
		Wave	Hall water Dec – March			71.23
		Wave	Pavilion water Dec – Marc			13.34
		Wave	Cemetery water Dec – March			43.67
		Npower	Street light electricity #1	216.72	43.34	260.06
		Npower	Street light electricity #2	41.64	8.33	49.97
		npower	Street light electricity # 3	27.71	5.54	33.25
		D Biggs electrical	Electrical inspection report	300.00	60.00	360.00
		Harris road cont'rs	WMPF tarmac entrance	5050.00	1010.00	6060.00
		Manor Solar	PV cells etc. to Parish hall	9425.00	1885.00	11310.00
		Invoices paid by Barclaycard				
		Washroom hub	Hand sanitiser and dispenser	149.97	30.00	179.97
		*See appendix a for salary breakdown = Previously approved by Chairman or at previous meeting				
		All payments to be made - Proposed: Cllr Davis; Seconded: Cllr. Harding. all in favour.				
		b) Finance report: Clerk reported that as at 16.3.2020 income is recorded as £105,031 with a recorded expenditure of £92,047. This does not include the recent refurbishment at the War Memorial playing field.				
054/20	Risk Management	Further to minute 0110/18 a) To review policies/procedures. – N/A Cllr Clarke could not attend				

	and Health & Safety		
055/20	Planning	Planning: The clerk reported that the following planning applications had been received for comment: a) F/YR20/0180/F -Insert 2no dormer windows to front and rear elevations of existing dwelling at 17 Pond close. – <i>no objections</i> F/YR20/0186/F - Erect 1 dwelling (2-storey 4-bed) including an office and a detached double garage in association with existing business at Land West Of 110 Westfield Road Manea – <i>no objections. Cllr Dent abstained.</i> F/YR20/0188/F - Erect a 2-storey 4-bed dwelling with garage at Land South West Of 32 Eastwood End – <i>object on same ground of access and in flood zone 3 – same objection as last time.</i> b) New Local Plan – Strategic Housing Report. A planning committee meeting, with Cllr. Wright; Cllr Hennen; Cllr Harding; Cllr Davis, had met and formulated a reply to Fenland District Council. Details had been e-mailed to Cllrs on 13.3.2020. After discussion resolved to approve with minor alterations. Proposed: Cllr. Dent; Seconded: Cllr P Clark. Unanimously approved by show of hands	PA PA
056/20	Highway matters/Street lighting/Transport	a) Street lights reported: clerk reported that FPC1 St Peter's Drive have been attended 3 times by Electrical Testing. They now report that the fault is with the overhead cable and UKPN have attended and the light is now working. Cllr Davis reported that the 2 lights on March Rd. which had been reported as not working have now been adopted by Cambs CC after a meeting between WPC and CCC they have accepted that they were missed off the Waggoners Way itinerary when those on Waggoners Way were adopted. They will now be maintained by CCC. Mathew Homes had contacted the clerk with a proposal for improved lighting at the new development. After liaising with CCC 2 new lights will be installed by CCC and FPC7 will be adopted by CCC. b) Footpaths and highways issues: Cllr Harding reported that the debris at Boots Bridge has still not been cleared Cllr Davis to report. Cllr Hennen asked how to go about having the speed restriction sign cleared/cleaned. Cllr Davis will report. Cllr Harding reported that the new chevrons at Honey Farm Bend /Waverly Sixteen Foot bank have been knocked over by a tractor. Cllr Davis will report Highways signs to be cleaned – Cllr Hennen asked for working party to clean all of the village signs, Cllr Davis said that we cannot as we would not be insured. c) LHI bid 2021/22. Clerk reminded Cllrs that any bid has to be submitted by 22nd May 2020. One suggestion was to ask for weight restriction signs for Fullers Lane. Cllr Hennen reported that he and Cllr Wright had had a meeting with Lorna Dupres, at Witcham regarding speed restrictions implemented there. In Witcham they managed to get a stretch of road reduced with only 1 house on it. A horse had been hit there, but no fatality. Cllr Wright and Cllr Hennen would like to fight for a speed restriction on Eastwood End/Hook. Cllr Davis had contacted Jacob Hobbs at CCC who would be one of the decision makers. His reply stated that this stretch of road would not be considered as it does not meet the LHI requirement as the small width of the carriageway means that drivers should already reduce speed at this point. Nearer the Hook drivers should slow down in readiness for the bend. There may be a possibility to reduce speed near the bend after discussion with the Police. He asked on what ground we would request this. Cllr Davis said that there would not be enough points given to make this viable. However, Cllr Hennen said that the rules have changed and the advertisement does not now have to be in London papers which reduces the cost. After discussion resolved for Cllr Hennen to ask CCC for approximate costs so that Parish Council can make an informed decision. Decision deferred to next meeting. c) Street light maintenance: Quotes have been received for maintenance – e-mailed to Cllrs 2.3.2020. As the quotes vary greatly in presentation/form whilst difficult to compare, after discussion, resolved to stay independent from FDC and ask Cable Testing as contractors. Cllr P Clark volunteered to have the PC phone to receive street light reports. Clerk to arrange with handyman to fix new stickers to all street lights. d) Street light offer from FDC: Further to a meeting at Fenland District Council, Wimblington Parish Council has been offered a lump sum payment of £33,100 in acknowledgement of the upgrading works completed to our street lights, with a further £1,000 per annum for 3 years. We have also been offered an increase in concurrent grant of £2952 per annum towards ongoing costs. After discussion resolved to accept the offer 'in full and final	MD MD MD MD MD MD CH PA

		settlement of any dispute between the Parish and Fenland District Council and assumes the Parish's continued responsibility for ongoing asset ownership and full liability for capital and revenue costs associated with our Parish street lights' Proposed: Cllr. Hennen; Seconded: Cllr. Dent. Unanimous in favour by show of hands.	
057/20	War Memorial playing field	a) WMPF – Cllr Dent reported that everything is fine there. The ground is a bit wet. The allotment side fence there are further cracks in Knowles Yard concrete slab. Clerk to follow up with formal letter. Grass cutting has not been done. b) Supporting arches – clerk had received the quote to supply and fit matching arches to the brick pillars holding the gates. As per minute 035/20, the clerk and chairman had ordered the work to go ahead. Now completed. c) New side door – this has been collected by the handyman and is awaiting fitting. d) Entrance tarmac – further information had been sent to Cllrs on 20.2.2020. February minute 024/20 confirmed that we should employ quote 2, but with the addition of extra hardcore at an added cost of £100.00 making the total £3190.00. Clerk had arranged for the work to be completed, but with the addition of a concrete plinth under the field edge of tarmac 9 confirmed by chairman) at an added cost of £1497.00 net. This work has been completed, with a minor hiccup which has been rectified. e) Turnstile - a quote had been sought to repair the turnstile in the children's play area – e-mailed to Cllrs 28.2.2020. Chairman had approved the work and it has been arranged.	PA
058/20	Parkfield	a) Cllr Dent to report: There is nothing new to report. Uncertain times at the moment. New lighting bid has gone in for LED lighting in car park area. 10-year anniversary this year. Over the last 10 years Parkfield has raised £18,437.00 for 36 different village organisations	
059/20	New Cemetery/ Churchyard	Nothing to report.	
060/20	Parish Hall	a) Gent's & disabled toilet refurbishment – Clerk had received 2 quotes for this work. Quote 1: £10,998.65 net. Quote 2: £16,179.33. After discussion resolved in principal to employ quote number 1 with all work deferred until Coronavirus crisis is over. b) Full electrical test – clerk had got a quote for the 5-year full electrical inspection at £300. This had been approved by the Chairman and work completed. c) Grants/ refurbishment to hall floor and windows – Cllr Davis told the meeting that she had successfully applied to Mick George community fund for funding toward a new insulated hall floor, windows and front door. The grant will be available in April of this year and work hopefully arranged to be done in August. Clerk had e-mailed the quotes received to Cllrs on 4.3.2020. Flooring – all figures are net -Quote 1 - £12,167; quote 2 - £ 22,685; quote 3 - £12,901 Quotes for windows – quote 1 - £1916.67; quote 2 £1747.50; quote 3 £2180.62 (not VAT registered so VAT included not reclaimable) A further quote to replace the large hall window had been sought from company 1 - £1125.00. All work to be arranged for August when the hall is at lowest usage and the hall to be closed. Dependent upon coronavirus crisis. After discussion resolved to employ quote 1 for both floor and windows, but to add woodworm treatment to the floor joists and discuss skirting boards/upriser of floor covering to edges of room. Proposed: Cllr. Clark Seconded: Cllr. Hennen. Chair to contact Mick George to ask if funding can be carried forward until crisis is over. d) Fire alarm system service. Clerk had found out during recent works at the hall, that the Fire alarm system should have a 6-monthly check. £290.00 pa. The quote received had been forwarded to Cllrs on 2.3.2020. After discussion resolved to Proposed: Cllr Hennen Seconded: Cllr Clark e) Car park hedge – the clerk is awaiting pricing for replacing the hedge with a fence. After discussion - wait for prices – clerk to get pricing for large living hedge plants. Ask David Green and Stuart Limpuss for advice.	PA PA MD Check if we have to have opening window PA PA PA
061/20	Allotments		
062/20	Fun Day/Christmas Lights	Cllr Rose could not attend. a) Fun Day: Events proposed: Zurich insurance have confirmed that they do not cover any events for cancellation. b) Christmas Lights: Events proposed: None	
063/20	Correspondence	Cllr Clark said that CCTV is working fine – a second quote had been forwarded to be on next agenda. Also asked whether the flag should be kept at the Hall in case he is indisposed when it was needed. Yes, PC to have key. Clerk had received information from the Local Government Pension Scheme, advising that for the next 3 years the employer contribution rate will be reducing from the current 36.8%	

		to 21.5% which will reduce employer contributions from £346.84 per month to £202.64. This does not allow for any salary increase for 2020/21, which will of course have an impact.	
064/20	Date of next meeting	Next meeting: Tuesday 21 st April 2020 at 19.00 Annual Assembly possibly to be cancelled. Meeting closed at: 21.40	

Appendix a

Payments	February 2020	NET	VAT	£
Booking clerk	Hall steward duties			98.55
Cleaner	Hall cleaning			164.80
Clerk	Clerk duties incl. home wkg all.			770.33
Handyman	Handyman duties			240.00
Inland revenue	Staff tax & NI			216.84
LGSS	Clerks pension			398.68
Total				1889.20