

Minutes of the meeting of Wimblington Parish Council held on Tuesday 15th September 2020 by 'zoom' video conference call, at 7.00 pm.

Present M T Davis (Chairman), Mrs P Amos (Clerk), Cllr. P Clark; Cllr. J Rose; Cllr. J Dent; Cllr J Harding; Cllr. C Hennen; Cllr. E Wright; Cllr J Clarke; Cllr J Gowing, CCC; Mrs Pat Hart; Mrs K Bowell.

Number	Title		Action
0152/20	Apologies for Absence	None	
0153/20	Absentees	None	
0154/20	Chairs Additional items	Xmas lights – As Cllr Rose has to leave the meeting at 20.30, she reported that a donation has been given by Chapel Cottage Plants/ the Green family, of £461.90. This made up of 10% of the profit of a plant sale in the village, during the early part of the Covid 19 pandemic and the rest a donation from the family. There will be no switch on event, but the lights will be put up in the village. She proposed that with the help of Chapel Cottage Plants, the lights will be installed on 28 th November. The sleigh will go round the village but no-one to go on the sleigh, with pre-arranged stops only. All will adhere to Covid regulations relevant at that time. Clerk to keep group up to date with Government advice. Lights will be turned on after the Saturday sleigh tour. Concern is that people will gather at known stops. Lights groups will police as best as possible. Stops are needed as too far to walk round (4-5-hour tour) in one go without any stops. Advertising that only groups of 6 are allowed. Lights group are considering sending a car ahead of a sleigh with a megaphone advertising and advising of guidelines. Chair advised to perhaps liaise with Doddington or March round table to share information.	PA
0155/20	Co-option of new Councillor	1 application had been received and forwarded to Cllrs on 14.9.2020 Mrs Bowell gave a short presentation after which Councillors discussed and voted by secret ballot, after which Mrs Bowell was duly co-opted. Clerk to forward various forms and information for completion.	PA
0156/20	Declarations of interest	i) declaration: ii) written dispensation requests: There were none iii) dispensation grants: There are none	
0157/20	Public Participation	None.	
0158/20	Confirmation of minutes	RESOLVED – that the minutes of meeting held on 14 th July 2020 were correctly recorded and that they be signed as being a true record. Proposed: Cllr. Paul Clark; Seconded: Cllr. J Dent. All in favour.	
0159/20	Fenland District Council	Cllr Davis reported that a motion had been put forward at FDC regarding small parcels of land for sale. The motion, which was approved, was that there be a moratorium for 6 months on the sale of any FDC land for sale within 500 metres of the proposed incinerator. FDC have asked for second round of proposals from residents for any land which they feel might be possible building plots as part of the new local plan. We may then have more pieces of land put forward in Wimblington, if so our Planning group will be called upon to re-visit Council recommendations to District Council.	
0160/20	Cambridgeshire County Council	a) Cllr. Gowing: CCC. Reported that August is a quiet month but that he has joined the Commercial and Investment panel and Environment and Sustainability panel with nothing new to report from either. Cllr Wright asked what happened to the report of branches and leaves left on the Hook. He has not heard back but will follow up. She believes that the branches and leaves have not been removed. Who should she speak to regarding this. Cllr. Gowing to forward contact details	JG
0161/20	Other Matters	a) Web site & '. gov.uk' domain name & e-mails/photos. Further to minute 0139/20a, the new web site is progressing nicely with first sight link being seen on 31.7.2020. Councillors have been asked whether they would like their photo to be included alongside the list of Councillors. After discussion resolved to have photo's on new web site. All Councillors to forward photo that they are happy with to the clerk. b) Cyber insurance. Clerk had received a quote of £440.00 p.a. from current insurers to add Cyber insurance. After discussion, as information kept and risk is minimal due to current measures and protection already in place, resolved not to purchase. Proposed: Cllr Davis Seconded: Cllr Hennen. c) Camsar. Clerk had received detailed information from Camsar about their charity and the Search & Rescue work which they do usually at the request of the Police/Ambulance Service, and forwarded to Cllrs on 26.8.2020. They are funded only by donations and run by	PA

		volunteers and have asked whether WPC could support them with a donation. They are trying to fund 3 new thermal imaging cameras at a cost of £9000.00 to help save lives. After discussion resolved to donate £500.00 Proposed: Cllr. Cllr Davis Seconded: Cllr. Dent. d) Meetings access. Clerk reported that NALC have given conflicting advice regarding publishing of meeting ID and password. Information had been forwarded to Councillors on 4.9.2020. After discussion resolved to keep the current format of asking public to contact clerk for information. Proposed: Cllr. Harding; Seconded: Cllr Rose d) Data audit. Clerk had forwarded a data audit spreadsheet to Cllrs on 3.9.2020 for approval and adoption. After discussion resolved to approve and adopt. Proposed: Cllr. Davis Seconded: Cllr. P Clark.	PA
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0162/20	Payments	a) The members to consider the following: accounts for payment:				
		Payments		NET	VAT	£
		Staff salaries August	*Including pension, tax & NI			2091.84
		Zoom	Video conference facility	11.99	2.40	14.39
		Southern electric	WMPF electricity July – Sept	30.32	1.51	31.83
		Fenwinds	Hall floor interim2	3780.020	756.00	4536.00
		Fenwinds	Final inv	1000.00	200.00	1200.00
		Wrights tools	Chemifix for hall planters	6.60	1.32	7.92
		Re-cycled furniture	WMPF 4 seater with canopy	725.00	145.00	870.00
		Re-cycled furniture	Octagonal table	560.00	112.00	672.00
		PKF Littlejohn	External audit	400.00	80.00	480.00
		CGM	Spraying x 3 areas	37.50	7.50	45.00
		Ridgeons	Moulding hall cupboard	8.20	1.64	9.84
		Blounts	Hall floor balance	2128	425..70	2554.20
		Npower	Street light electricity #1	139.64	6.98	146.62
		Npower	Street light electricity #2	42.89	2.14	45.03
		Npower	Street light electricity #3	30.67	1.53	32.20
		CGM	Grass cutting	414.51	82.90	497.41
		Hugh Crane	Floor cleaning detergent	6.65	1.33	7.98
		DKO Wheatley	Remove fallen tree WMPF	35.00	7.00	42.00
		Southern Electric	Hall electricity May – July	60.18	3.00	63.18
		Re-cycled furniture	Litter bin for WMPF	285.00	57.00	342.00
		September				
		Staff salaries Sept	*Including pension, tax & NI			1796.24
		Zoom	Video conference facility	11.99	2.40	14.39
		Cawoods	Hall electricity storage battery	6850.00	1370.00	8220.00
		Wrights tools	Filler for hall	14.15	2.83	16.98
		N J Fox	Interim toilet refurb invoice	6089.63	1217.93	7307.56
		Generis Security	Extra CCTV camera	950.00	190.00	1140.00
		MAGPAS	Donation			250.00
		DKO Wheatley	Emergency tree work WMPF	300.00	60.00	360.00
		DKO Wheatley	Pollard 3 willows	1760.00	352.00	2112.00
		Neigh'hood Watch	Half annual insurance			56.00
		Swift Fire & Safety	Hall external emergency lights	686.25	137.25	823.50
		Swift Fire & Safety	Hall fire alarm annual monitoring service	365.00	73.00	438.00
		Swift Fire & Safety	Fire monitoring installation	350.00	70.00	420.00
		Smiths of Derby	Church clock maint'ce contract	514.00	102.80	616.80
		Re-cycled furniture	WMPF waste bin	285.00	57.00	342.00
		Npower	Street light electricity #1	137.82	6.89	144.76
		Npower	Street light electricity #2	42.60	2.13	44.73
		Npower	Streel light electricity #3	30.67	1.53	32.20
		Wimb'gton News#	Annual advertising fee for hall			45.00
		All clear drains	Initial drains survey at WMPF	135.00	27.00	162.00
Wave	Cemetery water June-Sept			63.58		

		Savage Devel'mnts	Parkfield roof work (ins claim)	720.00	144.00	864.00
		CGM	Grass cutting	272.67	54.53	327.20
		Invoices paid by Barclaycard				
		Amazon	Hall mop & bucket etc			
		Candor Service	Hall floor scrubber/dryer			
		Ideal 365 Ltd	V sweeper repl. heads for hall	19.16	3.83	22.99
		Chapel interiors	Mop & bucket for hall	22.78	4.56	27.34
		Discount cleaning	V sweeper for hall	54.16	10.83	64.99
		*See appendix a for salary breakdown				
		# - reduced fee as one issue not printed this year due to Covid19.				
		= Previously approved by Chairman or at previous meeting				
		All payments to be made - Proposed: Cllr. P Clark; Seconded: Cllr. Dent. all in favour.				

0163/20	Risk Management and Health & Safety	a) To review policies/procedures. Code of conduct. NALC's 2018 model, amended code of conduct was forwarded to all Cllrs for consideration on 3.8.2020. Clerk advised that NALC has started a consultation to update to the current version. After discussion Councillors decided to wait for the updated version to adopt.	
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0164/20	Planning	Planning: a)The clerk reported that no planning applications had been received for comment b) New planning legislation. A white paper has been published by the Government advising that there are to be new laws regarding planning applications. Details are not yet known. To be put on agenda for discussion when full details are published. Cllr Davis advised that broadly, it will be an easing of legislation for development applications. To be put on agenda when further information is available. c) Neighbourhood plan. Clerk had forwarded e-mails to Cllrs in August outlining an increase in funding available for the creation of Neighbourhood Plans. After discussion resolved to put on next agenda after Councillors have researched.	PA MD PA MD
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0165/20	Highway matters/Street lighting/ Transport	a) no street lights reported as faultyelectricity contract renewal: clerk had procured a better 3-year contract deal for street light electricity with SSE. This had been approved by round robin e-mail and commenced on 1st September. FPC7 March Rd: a new drawing, correctly showing that adjacent to the new Mathew Homes development and in conjunction with Cambs. County Council, FPC7 on March Rd. to be replaced with a highway's lights to CCC specification 6m Urbis Ampera 3.88klm LED, Flat Glass lantern (AMPERA MINI 5119 – 24, LEDs 500mA NW 356582 Flat Glass Extra Clear Smooth) and 0 degree tilt. Finish AKZO Grey 900, had been received and forwarded to Cllrs on 23.7.2020. After discussion resolved to approve the design and hand over responsibility for this light to CCC, thereby taking FPC7 off the list of those owned by Wimblington Parish Council. Cllr Davis; Handyman; and clerk have started re-numbering the street lights with the new numbers. b) Footpaths and highways issues: - Cllr Hennen will contact highways about the 30mph sings on Eastwood End, near King St. as they are overgrown near King St. Cllr Davis will report this. Cllr rose reported that the Addison Rd footpath is overgrown and the surface is very uneven. Cllr Davis will report. c) Nixhill Rd. Manea Rd. further to minute number 0150/20 July a dog waste bin had been requested at the top of Workhouse Drove or Nixhill by residents. Clerk had obtained quote from FDC – cost of £166.40 net. After discussion resolved to purchase and have placed at top of Workhouse Drove. Proposed: Cllr Davis; Seconded: Cllr P Clark. d) Plant Life Best Practice Guidance on Managing Grassland Road Verges. Clerk had forwarded an e-mail received from Cambs. County Council's Biodiversity team, regarding the management of our verges on 11.8.2020, asking Council to consider changing our verge cutting routines to allow for a better diversity of flora, to help wildlife. Clerk suggested planting wild flower seed on a strip of land at the War Memorial playing field to be cut just twice a year. After discussion resolved for clerk to approach grass cutting contractors for info re change in cutting; it was felt that residents would not be happy with just twice-yearly verge cutting and also that this could cause traffic accidents due to poor visibility; Cllr Wright will forward info re seeds. Cllr Harding will forward info re bee bombs (seeds). Possibly approach school to help/also have a 'bee highway'	MD PA PA PA
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		e) Entrance gate vandalism/W H Brown ‘sold’ sign: Clerk and Chairman had seen a W H Brown ‘sold’ sign attached to the Old Station Rd. entrance gate. Clerk had telephoned them to have it removed, but this will/has left 2 holes in the gate where signs was screwed in with coach bolts. They have now been repaired. f) speeding through village. Chairman had received a complaint from a new resident living on Lily Rd. He said that he had reported speeding to Police and Cambs CC highways, who had directed him to us. He believes that there will be a serious accident at the junction into Lily Ave. Clerk had replied with information as discussed at previous meetings. Clerk, Chair and handyman had found whilst beginning to re-number our street lights, that on Doddington Rd. our lights are only on one side of the road and on March Rd. there are no street lights on one side for a large part of the road leading up to Lily Ave from the North Chair asked Cllr Gowing if he could try again to have 30mph rondels installed on the side without street lights. Clerk & Chair have found that Guyhirn, Murrow and March all have some 30mph rondelles on stretches of rood where there are street lights, which seems unjust to Wimblington to then refuse them. Clerk to find out costs of installing them ourselves. Cllr Gowing will ask CCC again whether we can install them ourselves.	PA MD
0166/20	War Memorial playing field	a) WMPF – Cllr Dent reported that all seems to be as normal. The field seems to have been well used this Summer. b) Play equipment: further to minute 0144/20b, clerk had ordered the octagonal wheelchair friendly picnic table and a 4-seater canopy covered seat and a new litter bin. All have been received and are awaiting the concrete base installation to fix them to. c) footway to play area – clerk reported that 3 quotes have been received to replace the pathway. Quote a – concrete edgings, hardcore, concrete path - £4250.00 net; Quote b – concrete edgings, hardcore with tarmac path - £; 8045.00 net. Quote c – does not need edging, resin bound rubber mulch (as in play area) approx. £2647.00 (quote includes labour for other repairs). Clerk also reported that the zip wire and small rocking horse need repairs at a cost of £3228.65 for all 3 jobs. After discussion resolved to employ quote c. Proposed Cllr Hennen Sec Cllr P Clark. All in favour by show of hands. d) projects. Quotes for various pieces of additional equipment had been forwarded to Councillors during September. After discussion resolved to await the drain issue completion/costs. e) playing field use by sports clubs. Chairman had received a request from March Town Athletic Football Club asking whether they could use the WMPF football pitch on Saturdays and Sundays and for matches. After discussion resolved not to allow this level of use by non-residents, due to excessive vehicular parking and litter, experienced in the past. Proposed: Cllr P Clark; Seconded: Cllr Hennen f) CCTV: Vice chairman had reported that the extra CCTV camera is now in situ and the remote viewing service is active. Others users can be set up to receive/log in to the service if they wish, which would be a good idea for when Cllr Clark is not available. After discussion resolved to Cllr Hennen and Cllr Dent volunteered. Cllr Clark will arrange. Chairman reported that there is an issue with the drainage running from the main road alongside the houses to the left and running to Knowles transport. A drainage report has been done and we are in consultation with Cambs. CC and Clarion housing. Clerk to report as details develop. Clerk reported that a better electricity deal had been found as our current contract has just expired. Standing charge of 21.15p per day net as opposed to 32.41p per day net quoted by current supplier. As this was urgent and there was no meeting in August, approval had been sought from the Chairman.	PA PA MD PA
0167/20	Parkfield	a) Cllr Dent to report: All is well football is starting soon and cricket has finished. There is an under 10s team now using the football field.	
0168/20	New Cemetery/ Churchyard	A complaint had been received about the topiary trees. Clerk had replied saying that they are scheduled to be cut in October. Gardener to be asked to cut off the brambles.	
0169/20	Parish Hall	a) hall floor replacement. Clerk reported that this and the Gents’ and Disabled toilet refurb is now complete. Handyman has started work on re-decorating the large hall. Ref boxing in pipes, after discussion decided not to box in. Cllr Davis suggested that we have a hall sub-committee so that the round robin scenario does not occur in the future to save time. This to include the clerk. After discussion Chair, Cllr Rose as hall contact and one other. Cllr P Clark volunteered.	PA

		b) Fire Risk Assessment/Remedial work options – clerk reported that the external emergency lights and the Fire alarm monitoring service/equipment are all now in place and functional. Still awaiting quote to connect a new internal Fire door to the Fire alarm. c) re-opening date. Government guidelines had been sent to Chairman; Vice-chair and Cllr Rose, explaining that whilst regulations say that the hall could now open, capacity would be only 25 or 12 for an exercise class. Latest advise is that hall could open if Covid secure, but contradictory sentences are baffling. After discussion resolved to keep the hall closed. Proposed: Cllr P Clark; Seconded: Cllr Davis d) VE day & VJ day planters. Clerk reported that both were in place and planted up. Chairman thanked Pat Hart who had arranged for the defunct Film Club reserves to be given as a donation to the Parish Council, to go towards something for the village. This donation had been the majority of the payment for the new planters. Also, clerk had discussed with chair the watering of planters. Chair arranged for gardener to water twice a week in addition to his 2 days gardening, making 4 x watering during the Summer, at an added cost of £5 per week. e) Hallmaster: clerk reported that if we wish to continue using Hallmaster for the hall bookings system, we need to renew our current contract, which expires on 28th September. Cost for next year would be £137.00 without the invoicing system, which after the first year's trial was found not to be necessary. After discussion resolved to renew Hallmaster system without invoice facility. Proposed: Cllr Davis Seconded: Cllr Hennen Clerk reported that she had received an e-mail today from FDC advising that the £10,000 business grant which she had applied for and been refused as we are a precepting authority, has now been approved due to updated Government legislation. This will cover the loss of income due to Covid 19.	PA
0170/20	Fun Day/Christmas Lights	Cllr Rose reported: a) Fun Day: Events proposed: b) Christmas Lights: Events proposed: See above- Chair's additional items. A donation of £211.90 from a plant sale and a further donation of £250.00 totalling £461.90 is to be given to the Xmas lights group by Chapel Cottage Plants. A letter of thanks to be sent by the clerk.	PA
0171/20	Correspondence	Clerk reported that a letter of thanks has been received from MAGPAS for the donation made to them. Cllr Davis had had a phone call from a resident regarding hedge on Hassocks Way. He keeps his section cut and tidy, but the rest of it is never cut. The contractor will quote to the housing association the cost to remove the hedge and replace with a close boarded fence. Street Pride has a litter pick pencilled in for 10th October dependent upon Government guidelines at the time.	PA
0172/20	Date of next meeting	Next meeting: Tuesday 20th October 2020 at 19.00 Meeting closed at: 21.45	

Appendix a*

Payments	August 2020	NET	VAT	£
Booking clerk	Hall steward duties			104.60
Cleaner	Hall cleaning			218.00
Clerk	Clerk duties incl. home wkg all.			784.10
Handyman	Handyman duties + overtime			192.00 300.00
Inland revenue	Staff tax & NI			231.64
LGSS	Clerks pension			261.50
Total				2091.84
Payments	September 2020			
Booking clerk	Hall steward duties			104.80
Cleaner	Hall cleaning			174.40
Clerk	Clerk duties incl. home wkg all.			784.30
Handyman	Handyman duties			240.00
Inland revenue	Staff tax & NI			231.24
LGSS	Clerks pension			261.50

	Total	1796.24
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