

Minutes of a meeting of Wimblington Parish Council held on Tuesday 13th June 2017 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 Crawford; Cllr Rose; Cllr Clarke; Cllr Dent; Cllr Gupta; Cllr Knowles.
Mrs M Moulton; Cllr Gowing.

Number	Title		Action																																			
0099/17	Apologies for Absence	PCSO Carol Holloway; Cllr Coulson; Cllr Wright;																																				
0100/17	Absentees	None																																				
0101/17	Chairs Additional items	As Cllr Gupta has to leave at 20.00 payments were brought forward.																																				
0102/17	Declarations of interest	None																																				
0103/17	Public participation	None																																				
0104/17	Confirmation of minutes	RESOLVED – that the minutes of meeting held on 9 th May 2017 were correctly recorded and that they be signed as being a true record. Proposed: Cllr Dent ; Seconded: Cllr Rose																																				
0105/17	Crime report	In a written report, PCSO Holloway sent the following: There had been a report of eggs being thrown at a property in Addison Road – this had been added to the patrol plan for further action. A report of HGVs parking on the verge at the junction of Eastwood End and A141 had been received. The caller was advised to phone the Police when vehicles were parked so that an officer can assess the situation and take action accordingly. Reports of the following crimes had also been received: 3 x Theft from motor vehicles; 1 x Criminal Damage to a vehicle; Damage to a field of sugar beet believed to have been caused by hare coursers; Residential burglary in St Peters Drive. PCSO Holloway had visited Thomas Eaton on Friday 26 th May and spoken to the Reception children about road safety and her role as PCSO. She also took along a police car and showed them the equipment carried and what it is used for. A Community Engagement meeting was scheduled for Monday 12 th June 2017 between 10.00 – 11.00 am.	Clerk to ask for more detail Sign up to Ecops																																			
0106/17	Fenland District council	Report by Cllr M Davis: nothing of great significance to report.																																				
0107/17	Cambridgeshire County Council	Report from Cllr. Gowing reported that he is now a substitute on the planning committee; and health committee, and communities and partnership, and fire authority. CCC have had their first meeting since his election. There is to be a consultation evening by highways at the Parish hall regarding possible new traffic lights at the Manea/A142 junction. Cllr Coulson had e-mailed that she has had a visit from Environmental Health regarding the smell from the chicken farm. Any smell to be reported to 0800 80 70 60.																																				
0108/17	Matters Arising	further to minute 0085/17 a) Street lights – Cllr Davis reported that Cllr King had sent a letter regarding the street lights, saying that a decision will be made by July 2017. Electrical Testing have been told about the delay by the clerk. Cllrs. Agreed to just carry on with the survey by Electrical Testing. b) defibrillator – the clerk reported that a defibrillator had been ordered from Deptford defibrillators and the external heated cabinet had arrived on 13.6.17. The defibrillator itself should arrive within the next 4 weeks. Mrs Moulton had been given the installation instructions and has asked Jason Mottram if he could install it. Mrs Moulton reported that Jason is happy to install and service the defibrillator. 50+ club have offered to make a second defibrillator for the village, their charity of the year, which will result in a donation towards a second defibrillator. A Community group would be very beneficial to raise further funds towards a second defibrillator.	PA MD																																			
0109/17	Payments	<table><tr><td colspan="5">The members to consider the following: accounts for payment:</td></tr><tr><td colspan="5">a)</td></tr><tr><td>Payments</td><td></td><td>NET</td><td>VAT</td><td>£</td></tr><tr><td>M Moulton</td><td>Booking clerk duties</td><td></td><td></td><td>112.50</td></tr><tr><td>Inland revenue</td><td>MM tax</td><td></td><td></td><td>22.60</td></tr><tr><td>L Duff</td><td>Hall cleaning</td><td></td><td></td><td>150.00</td></tr><tr><td>P Amos</td><td>Clerk duties incl. expenses</td><td></td><td></td><td>495.63</td></tr></table>	The members to consider the following: accounts for payment:					a)					Payments		NET	VAT	£	M Moulton	Booking clerk duties			112.50	Inland revenue	MM tax			22.60	L Duff	Hall cleaning			150.00	P Amos	Clerk duties incl. expenses			495.63	
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Inland revenue	PA tax			104.00
LGSS	Pension			233.88
ICO	Data protection reg. fee			35.00
e-on	Pavilion electricity	14.92	0.75	15.67
British Gas	Careplan renewal for hall	384.19	76.84	461.03
Insure my event	Fun day insurance			218.76
CGM	Cemetery & verges grass April	317.52	63.50	381.02
CGM	Playing field cuts April	237.00	47.40	284.40
SLCC	Annual membership			108.00
CGM	Playing field grass cuts	116.00	23.20	139.20
Ebay/buysend	Armed Forces Day flag			4.19
SSE	Hall electricity	109.94	5.49	115.43
I Cooper	Internal audit			350.00
Anglian water	Hall water			40.96
e-on	Pavilion electricity	5.91	0.30	6.21
Les Johnson	Gardening at hall & Cemetery			25.00
Andrew Deptford	Defibrillator	1395.00	279.00	1674.00
Yu energy	Hall gas	199.59	9.98	209.57
CGM	Grass cut Cemetery & verges	317.52	63.50	381.02
Jez'o	Final payment Fun day			588.00



= Previously approved by Chairman or at previous meeting.



= Invoices received after agenda had been advertised.

All payments to be made - Proposed: Cllr Gupta ; Seconded: Cllr Clarke ; all in favour.

The clerk reported that the figure for Pension payment shown in the payments for May was incorrect and should have read £233.88. This is due to an increase in salary and an increase in the pension percentage taken by the providers.

b) Internal control. After discussion, it was resolved that clerk to investigate going to another service to see the Rialtas software in use and further training with the software Company

c) The Annual governance statement (section 1 of the Annual return), was read out to the floor by the Chairman and after discussion it was resolved to answer questions 1-9 by vote. Unanimously all questions were answered 'yes'.

d) The Accounting statement (section 2 of the Annual return) was read out to the floor by the Chairman and after discussion, it was resolved that all figures shown on the Annual Return were correct. Proposed: Cllr Gupta Seconded: Cllr Clarke

e) After discussion, it was resolved to approve the Annual Accounts. Proposed: Cllr Seconded: Cllr Clarke

f) Proposal by internal auditor: The clerk reported that the internal auditor had offered to look through the accounts mid-term, in October. (See Governance and Accountability for Smaller Authorities 2017: 4.6.) His fees would increase slightly from £250.00 to £275.00 for this extra service. As this years had taken him so long, due to the change over from a manual to computerised system, he thought that it may be of benefit to both the Council and himself and could save time in the long run. Other suggestions which were in his report (e-mailed to Councillors 5.6.17) could also be implemented. Also (See Governance and Accountability for Smaller Authorities 2017:4.21.) a review of the Council's Internal Audit arrangements was discussed. After discussion, it was resolved to do this Proposed: Cllr Crawford. Seconded: Cllr Gupta

The clerk reported that subsequent to an e-mail request by her to all Councillors after the May meeting, it had been decided by majority not to renew the Annual Membership with the National Allotment Society, even though the payment had been approved at the last meeting.

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0110/17	Risk Management and Health & Safety	a) To review policies/procedures – Cllr Clarke to report: Further to minute 0087/17 Cllr Clarke reported that this is in hand.	
0111/17	Planning	Planning: a) F/YR17/0449/F 3 Church St. Wimblington – no objections F/YR17/0446/F Halfpenny Toll Stables Hook Rd. Wimblington – no objection F/YR17/0468/F Fengrain – no objections b) Paperless planning applications (e-mail to Councillors 7.6.17) A letter had been received from FDC saying that paper planning applications would not be posted out as from 1.7.17. The options Councillors have is to just view applications on line or to buy an A3 printer and still have paper copies. The clerk had investigated and A3 printers are available for between £70 and £140.00. The ink however is approximately 3 times the cost of the printer currently used by her for A4 printing. After discussion, it was decided to try for 6 months without paper plans/A3 printer. Should it then be felt necessary, the clerk will try to take a pdf copy to a local printer for copy.	
0112/17	Highway matters/Street lighting/Transport	a) Street lights reported issues. Cllr Davis: 1 had been reported by Cllr Davis which was done within 2 days b) Footpaths and highways issues: Cllr Clarke reported that 2 trial bikes with no number plates had been seen on Woodmans Walk/Bridge Lane/Hassock Way footpath. Suggestions were to put staggered gate at the Bridge Lane end clerk to investigate and advise of costs. The Clerk would check with Cambridgeshire County Council to see if a gate or chicane fence could be put in place and if so who would cover the cost. It was felt that if Parish Council had to pay it might be that a grant could be obtained from one of the Windmill Funds.	PA MD
0113/17	War Memorial playing field	Further to minute 0090/17: a) WMPF – Cllr Dent reported that everything is fine at the field. Grass cutting is going well. Cllr Dent advised workman that he is to collect litter. Clerk to e-mail CGM. Cllrs decided to put litter bin towards the bottom of the field. Cllr Knowles offered to have it bolted to his fence. Clerk to arrange with FDC. It was agreed that the Clerk would also contact CGM to arrange for an additional grass cut and pick up at the War Memorial Playing Field on the Thursday 13 July in reparation for the Parish Fun Day. The Clerk would also contact Wheatley in connection with the pollarding of trees.	PA PA
0114/17	Parkfield	Parkfield – a) Cllr Dent reported that nothing major to report. Business is steady.	
0115/17	New Cemetery/Churchyard	Further to minute 0092/17: a) levelling - the clerk reported that Mick Knight had completed the levelling and re-seeding at the Cemetery. b) St Peters Church – the clerk reported that she had had 3 quotes in for the annual servicing of the church clock. These had been forwarded to Councillors on 26.5.17. After discussion, it was resolved to stay with Smiths of Derby. Cllr Crawford reported that the church clock is still wrong, clerk to report to Smiths. Clerk to speak to vicar/Peter James re changing hour	PA
0116/17	Parish Hall	Further to minute 0093/17: a) Annual gas care plan – the clerk asked Councillor whether they would like to have the care plan paid for annually by Direct Debit. After discussion, it was resolved to agree (ask for discount). b) Subcommittee/hall fees. Cllr Davis spoke about forming a sub -committee for the hall for smaller immediate decisions. To be made up of Joanne, Maureen and Ashok. Drains smell to be rectified, the clerk reported that a local company was coming the next day. After discussion, it was resolved not to re-clean the oven as it had had limited use and was not in need of cleaning at this time.	
0117/17	Allotments	Cllr Davis will act as the contact point with the Allotments but will not attend every meeting, she will be advised by their Secretary of anything urgent.	
0118/17	Fun Day/Christmas Lights	Cllr Rose reported that: a) Fun Day: Cllr Rose reported that the insurance cost would be: £218.76 (see payments). She will ask Licensee of the bar for his TENS licence for the event on 16 th July. Cllr. Davis asked Cllr. Knowles if we could use his car park again which he agreed to. The scarecrow competition will start the Fun day and a full programme has been organised. Everything else is all in hand.	

		b) Christmas Lights: A shopping list is being drawn up in readiness. The switch on will be on the last Sunday in November. c) Old shed floor. The clerk reported that she had, after discussion with Cllr Davis, arranged for Colin Harness to complete the shed floor. After discussion, it was resolved to ask him to ring Cllr Rose to liaise on suitable timing for the work to be carried out. It could involve moving or changing times of hall use while the work was being done as everything in the shed would need to be stored in the main hall for at least a week.	
0119/17	Correspondence /other matters	a) Speedwatch equipment insurance. Doddington Parish Council have agreed to share the cost of the insurance. Ownership would remain with Speedwatch and both Councils would contribute S137 funding to cover the cost of the equipment being stored in the shed at Wimblington Parish Hall. b) Request from FACT for funding. After discussion, it was resolved not to award this time. Armed Forces Day flag – The new flag is to be raised on 19th June. As the ministry of Defence suggests that there should be a ceremony to re-hoist the flag - after the Duke of Cambridge Birthday flag has been raised for one day, on Sat the 24th at 11.00am. there will be a short Ceremony, re-raising the Armed Forces Day flag. Rev. Ian Brady has agreed to conduct a short service. Cllr Rose said that unfortunately the village school will not be participating at the Fun day. A letter had been sent, but the school nor PTA are able to attend. Cllr Davis said that she had had a letter from the new Corporate Director of FDC regarding visiting the PC for a Q&A session. Clerk and MD to arrange	PC/MD
0120/17	Date of next meeting	Next meeting: Tuesday 11th July 2017. Meeting closed at: 20.40	