

Minutes of the meeting of Wimblington Parish Council held on Tuesday 19th November 2019 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 Clarke; Cllr Hennen; Cllr P Clark; Cllr Dent; Cllr Harding.
Cllr Gowing; Mrs Hart; Mrs Moulton; Mrs Bird

Number	Title		Action
0293/19	Apologies for Absence	Cllr Rose; Cllr Wright	
0294/19	Absentees	None	
0295/19	Chairs Additional items	None	
0296/19	Declarations of interest	i) declaration: Cllr Dent re planning application F/YR19/0945/O. ii) written dispensation requests: There were none. iii) dispensation grants: There are none	
0297/19	Public Participation		
0298/19	Confirmation of minutes	RESOLVED – that the minutes of meeting held on 15 th October 2019 were correctly recorded and that they be signed as being a true record. Proposed: Cllr. P Clark; Seconded: Cllr Hennen. All in favour.	
0299/19	Fenland District Council	Cllr Davis advised that there is nothing new to report. The December Council meeting has been cancelled due to the upcoming General election.	
0300/19	Cambridgeshire County Council	Cllr. Gowing reported that due to the upcoming election most meetings have been cancelled. He had attended a Winter gritting talk and will join a gritter team when they are next called upon. Reported that Thomas Eaton school had had an OFSTED inspection today.	
0301/19	Other Matters	a) December pay date – the clerk asked for permission to pay wages on Friday 20 th December to go from the bank on Monday 23 rd December, due to holiday arrangements. After discussion resolved to approve. Proposed: Cllr Crawford; Seconded: Cllr Davis.	

0302/19	Payments	a) The members to consider the following: accounts for payment:				
		Payments		NET	VAT	£
		Staff salaries *Nov	Including pension, tax & NI			1882.25
		Manor Solar	Structural survey report	370.00	74.00	444.00
		Jez'O	Balance lights switch on	875.00	175.00	1050.00
		CGM	Mowing Parkfield & WMPF	237.00	47.40	284.40
		Cambs bin cleaning	Hall bin clean October			12.50
		Joker ent.	Xmas lights switch on	640.00	128.00	768.00
		March Qal meats	Xmas lights switch on			325.00
		HMRC	Underpayment of tax			9.56
		Npower	Sept Street light electricity #1	210.18	42.04	252.22
		Npower	Sept Street light electricity #2	41.20	8.24	49.44
		Npower	Sept Street light electricity #3	27.71	5.54	33.25
		FDC	Hall bin emptying Oct – Dec			125.42
		FDC	Church bin emptying Oct - Dec			125.42
		World of flooring	Edge and cover toilet step	30.00	6.00	36.00
		Supreme Windows	Pavilion door deposit	172.50	34.50	207.00
		I Cooper	Half year audit			120.00
		Npower	Oct Street light electricity #1	30.61	6.12	36.73
		Npower	Oct Street light electricity #2	45.59	9.12	54.71
		Npower	Oct Street light electricity #3	232.70	46.54	279.24
		CGM	Grass cutting	442.92	88.58	531.50
		Yu energy	Hall gas	77.12	3.86	80.98
		Blounts	Balance toilet refurb	2685.33	537.07	3222.40
		CGM	Cut WMPF hedge	130.00	26.00	156.00
		Tesco	Christmas lights refreshments	83.33	16.67	100.00
		Petty cash	To petty cash			300.00
		CGM	Cemetery conifer hedges	750.00	150.00	900.00
		SSE	Hall electricity	148.67	7.43	156.10

		<table><tr><td>Cambs bin cleaning</td><td>Hall bin clean</td><td></td><td></td><td>12.50</td></tr><tr><td>March electrical</td><td>Xmas lights</td><td>1544.36</td><td>308.89</td><td>1853.25</td></tr><tr><td>CGM</td><td>Cemetery/allotments hedges</td><td>195.00</td><td>39.00</td><td>234.00</td></tr><tr><td>CGM</td><td>Cemetery topiary</td><td>40.00</td><td>8.00</td><td>48.00</td></tr></table> <table><tr><td colspan="5">Invoices paid by Barclaycard</td></tr><tr><td>St'tfood packaging</td><td>Lights switch on</td><td>7.70</td><td>1.54</td><td>9.24</td></tr><tr><td>Sunrise supplies</td><td>Lights switch on</td><td>3.92</td><td>0.78</td><td>4.70</td></tr><tr><td>Ridgeons</td><td>Xmas lights sand & bags</td><td>52.10</td><td>10.42</td><td>62.52</td></tr><tr><td>Yola</td><td>Annual website subscription</td><td></td><td></td><td>49.90</td></tr><tr><td>Tesco</td><td>Xmas lights switch on supplies</td><td>142.96</td><td>15.00</td><td>157.96</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> *See appendix a for salary breakdown  = Previously approved by Chairman or at previous meeting All payments to be made - Proposed: Cllr Harding; Seconded: Cllr Davis. all in favour.	Cambs bin cleaning	Hall bin clean			12.50	March electrical	Xmas lights	1544.36	308.89	1853.25	CGM	Cemetery/allotments hedges	195.00	39.00	234.00	CGM	Cemetery topiary	40.00	8.00	48.00	Invoices paid by Barclaycard					St'tfood packaging	Lights switch on	7.70	1.54	9.24	Sunrise supplies	Lights switch on	3.92	0.78	4.70	Ridgeons	Xmas lights sand & bags	52.10	10.42	62.52	Yola	Annual website subscription			49.90	Tesco	Xmas lights switch on supplies	142.96	15.00	157.96						
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0303/19	Risk Management and Health & Safety	To review policies/procedures: a) public bench policy – draft forwarded to Councillors 31.10.19 After discussion resolved to include section to only allow plot owners/holders to purchase benches to avoid family disputes. Also maximum of 9 benches in total (including benches already placed). Fee to be set at £1000.00 which will include an engraved plaque and 10 years ownership. After discussion resolved to approve Earth Anchors Meridian standard bench with 2 coats of teak oil applied. Proposed: Cllr Clarke; Seconded: Cllr Harding. b) whole village policy was sent to Cllrs on 15.11.19. Cllr Davis asked for statement to be included for Xmas lights and Fun day to cover volunteers and Eaton Estate play equipment to be taken out. Cllr Dent asked for Risk assessment form for Parkfield – it is included. After discussion resolved to adopt the policy with amendments to be forwarded to Councillors. Proposed: Cllr P Clark; Seconded: Cllr Dent.	PA																																																							
0304/19	Planning	Planning: The clerk reported that the following planning applications had been received for comment: F/YR19/0940/VOC Variation of condition 8 (condition listing approved plans) relating to planning permission F/YR16/0835/F (Variation of conditions 3 and 8 of planning permission) – <i>no objection</i> F/YR16/0244/F (Erection of a 4-bed single-storey dwelling)) - to change design, footprint and position of approved dwelling at Land North West Of 60B - 64A Doddington Road – <i>no objection</i> F/YR19/0945/O Erect up to 30 dwellings (outline application with all matters reserved) at land north of 22 Eaton Estate. <i>As this land was previously considered for affordable housing, Councillors, who had been working with Cambs ACRE and the family who owned the land, would like to see a proportion of the houses built to be affordable housing, otherwise there is no objection.</i> F/YR19/0949/F Addition of H Frame Antenna Array to existing Amateur Radio Tower to rear of existing property (retrospective) at 12 Eastwood End – <i>object</i> – see MTD	MD PA																																																							
0305/19	Highway matters/Street lighting/ Transport	a) Street lights reported: Cllr Clarke would like street lights to be installed by the new estate on March Rd. Clerk to ask highways. Cllr Hennen said the light opposite Walnut cottage Eastwood End still not working. Cllr Crawford said 2 lights on March Rd. are covered by trees. Also, one by Mr Knowles house. – she will check at night. Cllr Clarke said footpath at back of new housing estate has no street lights. Cllrs Hennen; Clarke and Crawford volunteered to do night time drive by to check all PC owned street lights. b) Footpaths and highways issues: Cllr Crawford reported that the entrance to Blue Lane was flooded last week during the heavy rains – asked if drains can be cleared again. Cllr Davis will report when it happens again. Please report to Cllr Davis immediately and/or take photo as highways will not attend if there is not a fault to be seen. c) Clerk asked for permission to pay all of the street light electricity invoices by Direct Debit. After discussion, resolved to approve Proposed: Cllr. Davis Seconded: Cllr. Clark	PA CH;JC; PC																																																							
0306/19	War Memorial playing field	a) WMPF – Cllr Dent reported that all is well. b) CCTV – a second quote had been received and forwarded to Cllrs on 29.10.19																																																								

		two quotes are: i) £2080.00 with hard drive storage – to monitor ourselves; ii) £16,045.00 + £2977.00pa for monitoring system. Cllr Hennen said that an internet connection would cost approx. £27 per month to be able to access/see camera footage remotely. After discussion resolved to install system. Also, to try the internet connection for 1 year to see if the cost can be justified. Proposed: Cllr J Clarke; Seconded: Cllr P Clark c) new doors – a new UPVC door and frame has been ordered for the pavilion which the handyman will fit. d) gates – clerk reported that she has now received 3 quotes as follows: i) £2970.00 - did not mention the pillars; ii) £4427.00 - even though asked did not include any repairs; iii) £6480.00 -covers everything except the pillars, but notes that in their opinion, remedial work needs to be done to the pillars whilst the gates are off. After discussion resolved to employ quote 3 as most comprehensive. Proposed: Cllr Crawford; Seconded: Cllr Dent – clerk to get quotes for pillars to be restored as well.	PA PA
0307/19	Parkfield	a) Cllr Dent to report: Business is going well. Christmas lunch has many bookings and a New Year's Eve party is arranged.	
0308/19	New Cemetery/Churchyard	a) Children's burials/fees. Clerk reported that the Government has introduced free burials for children under the age of 18 at time of death. Usual fees are to be reclaimed from the Government. After discussion resolved to amend cemetery charges. Proposed: Cllr Davis Seconded: Cllr. Dent – following government guidelines.	
0309/19	Parish Hall	a) Structural work to roof – clerk reported that this has now been arranged, however there will be no further funding forthcoming as Cllr Davis had received a reply saying that the Burnthouse fund will not extend their grant. Councillors had voted at the October meeting to continue with the work anyway, should that be the case. This has been ordered but with no date for start of work yet received. b) Gas maintenance contract – the internal auditor, from his 6-monthly check, had asked why PC had cancelled the Gas maintenance contract with British Gas – he thought that perhaps we should have a maintenance contract with someone. Clerk had explained that the fee had risen drastically, British Gas citing that we had had one call out 2 years running, so could not reduce their fee of over £500. Clerk had not been able to find any further quotes as commercial cover only seems to extend to landlords of houses. After discussion resolved to not have a maintenance contract. All in favour. Clerk to arrange for Wheatley's to assess the 2 trees in car park, as during Xmas lights installation David Green thought that they were full of woodworm.	PA
0310/19	Allotments		
0311/19	Fun Day/Christmas Lights	a) Fun Day: Cllr Rose could not attend but had e-mailed nothing new to report b) Christmas Lights. Cllr Dent reported that all is in hand. The big switch on is on Sunday 24th November starting at 3pm with switch on at 6.15. Father Christmas in his sleigh will be touring the village this week-end -23rd November.	
0312/19	Correspondence	a) clerk has received a request from a new neighbour to the Parish Hall, asking if they could place a skip in our car park for approx. 4 days in the New Year to enable them to remove old sheds and rubbish from their garden. The property is in Old Bakery close, so a skip lorry cannot gain access and it's not viable to have a skip on Norfolk St. After discussion resolved to allow the skip as long as a tarpaulin is put under the skip and any damage is paid for by the resident. Proposed: Cllr Davis; Seconded: Cllr Dent b) clerk has received notification from Cambs ACRE that subscription of £57.00 is due on 1st December – after discussion resolved in principal to remain members. Clerk to pay by BACS and include on December payments list. Proposed: Cllr Davis; Seconded: Cllr Dent.	
0313/19	Date of next meeting	Next meeting: Tuesday 17th December 2019 at 19.00 Meeting closed at: 20.34	

Appendix a

Payments	November	NET	VAT	£
Booking clerk	Hall steward duties Nov			98.55
Cleaner	Hall cleaning Nov			197.65
Clerk	Clerk duties incl. home wkg all.			770.33
Handyman	Handyman duties			192.00
Inland revenue	Staff tax & NI			225.04
LGSS	Clerks pension July			398.68
Total				1882.25