Minutes of the meeting of Wimblington Parish Council held on Tuesday 14th September 2021 at Wimblington Parish Hall, Addison Rd. Wimblington PE15 0QT, at 7.00 pm.

Present M T Davis (Chairman), Mrs P Amos (Clerk), Cllr. Hennen; Cllr. Dent; Cllr. Bowell; Cllr. Wright; Cllr. Harding.
Mrs M Moulton; Mrs M Abbott; Mrs P Hart; Ms. S Allam;

Number	Title		Action
152/21	**Apologies for Absence**	Cllr. J Clarke; Cllr. J Gowing; Cllr. Rose; Cllr. P Clarke;	
153/21	**Absentees**	None	
154/21	**Chairs Additional items**	None	
155/21	**Declarations of interest**	i)declaration: None ii)written dispensation requests: There were none iii)dispensation grants: There are none	
156/21	**Public Participation**	None	
157/21	**Confirmation of minutes**	RESOLVED – that the minutes of meeting held on 13th July 2021 were correctly recorded and that they be signed as being a true record. Proposed: Cllr. Hennen ; Seconded: Cllr Dent; All in favour.	
158/21	**Fenland District Council**	Cllr Davis reported that details of the 5 year land supply has been issued, giving figures as to how many houses have to be built in Fenland in the next 5 years. Information on FDC web site.	
159/21	**Cambridgeshire County Council**	In a written report Cllr Gowing reported that he has an EG&I meeting on Thursday which has Riparian Watercourses on the agenda. Basically a grant will be available to flood groups on a points basis and County Councillor backing.	
160/21	**Clerks report**	Clerk reported that after much work, our new web site with associated gov.uk e-mails went live on Friday 22nd July. Thanks go to Lisa at Chadwick Designs for their speedy and excellent service, Cllrs J Clarke & C Hennen for their work, also to Mike Tiley for creating a lovely new logo for the Parish Council to use, this now heads the new web site and will be on all future letter headings from Parish Council. New electric meter & cabling in hall may need a completely new cupboard to accommodate all meters, making it a neater job than 3 separate ones. Handyman to address. New 3 phase meter and associated work was not completed by Southern electric as something installed for the PV cells was attached to the board and they would not touch it until this has been removed. That is now done and a new appointment is made for 30th September to install a new 3 phase meter and associated tails. Other electrical work to shed/hall is being done by D Biggs. Shed has a compliant armoured cable with own fuse board and enough sockets for events and Christmas lights. The WMPF hedge will be cut this week. The newest MVAS will still not download information, despite having been adjusted by SWARCO. Clerk has contacted them to repair again. PA Cllr. Dent has secured the use of crash mats for children at the upcoming play in the hall. Also school are happy to put fliers in each child's school bag. Our grateful thanks to the new headmistress at the school. Cllr P Clarke reported to clerk that deliberate damage had been done to a CCTV camera at the WMPF by 2 youths kicking a ball directly at the cameras. Cllr Dent will liaise with Cllr Clarke and get footage to be given to the Police as criminal damage has been caused.	
161/21	**Fun Day/Christmas Lights**	a) Fun Day: Events proposed: Cllr Rose could not attend the meeting, but sent a written report, forwarded to Cllrs on 14.9.2021. Also a Queens Platinum Jubilee report from the newly formed Jubilee working group. b) Christmas Lights: Events proposed: Report forwarded to Cllrs on 14.9.2021. TEN licence for 80's night has been obtained – see payments.	
162/21	**Other Matters**	a) Good neighbour scheme: Ongoing rolling action, Cllrs Harding and Bowell will organise and meet with social prescriber and report to Council. Cllr Harding said that Covid booster jabs are being recommended and suggested that we should perhaps advertise this.	

		b) CAMSAR: Clerk had received request for donation. We had given £500.00 to CAMSAR on 16.9.2020. After discussion resolved not to donate this time. Proposed: Cllr. Hennen Seconded: Cllr. Harding c) VO1 FDC renumeration panel outcome: Clerk had forwarded to Cllrs on 15.7.2021, an independent report sought by FDC regarding renumeration for Parish councillors & Chairmen. After discussion resolved not to approve the addition to any future budgets. Proposed: Cllr Wright Seconded: Cllr. Dent. d) Protect Duty: Clerk had forwarded information regarding a government consultation regarding protecting the public from terror attack particular to public buildings and events. One proposal is that all public buildings with a capacity of 100 or over would be bound by legislation to 'enhance the protection of publicly accessible locations across the UK from terrorist attacks and ensure organisational preparedness.' After discussion resolved to: Include as risk assessment item for hall and outside events; Reduce capacity of hall to 95; Proposed: Cllr. Davis Seconded: Cllr. Wright. e) Queens green canopy: information re trees was forwarded to Cllrs on 13.9.2021. Cllr Rose commented in an e-mail that Silver Birch would be her preference and these trees are favoured by an FDC ecologist as the sap is liked by birds and butterflies and moths like the leaves. After discussion resolved to purchase Silver Birch . Spend up to £200.00 Proposed: Cllr. Hennen. Seconded: Cllr. Harding. f) August meetings. Chairman asked whether, given a large number of recent planning applications, it would be better to hold a limited August meeting to deal with planning and payments. After discussion resolved to hold full August meetings. Proposed: Cllr. Harding Seconded: Cllr. Bowell g) Yola web domain name. Chair asked whether it would be worth retaining our old domain name for any future use. Cost is approximately £60.00 p.a. After discussion resolved to retain the domain. Proposed: Cllr. Bowell Seconded: Cllr. Wright.	PA PA PA PA

163/21 **Payments**

a) The members to consider the following: accounts for payment:

Ref	Payments		NET	VAT	£
	Staff salaries August	*Including pension, tax & NI			1876.58
	Chadwick designs	Web site & e-mails	1077.00	215.40	1292.40
	PFK Littlejohn	External audit	400.00	80.00	480.00
	CGM	Grass cut Parkfield/WMPF	464.00	92.80	556.80
	CGM	Cemetery grass + spraying	270.18	54.03	324.21
128/21d	BBC	External fire door	1540.00	308.00	1848.00
	DKO Wheatley	Emergency tree work	765.00	153.00	918.00
	FDC	Hall waste empty July-Sept			127.14
	Southern electric	Street light electricity	181.94	9.55	191.49
	F T Nixon	Wood for shed	872.15	174.43	1046.58
	Avantigas	Hall gas July	11.12	0.56	11.68
	Avantigas	Hall gas for June	23.25	1.16	24.41
	Parrot print	Road warning signs	112.00	22.40	103.40
	September payments				
	Staff salaries Sept	*including pension tax & NI			1948.58
	CGM	Cut Cemetery spray WMPF	112.46	22.49	134.95
	Southern electric	Hall electricity May-July	35.89	1.79	37.68
	Swift Fire & Safety	Annual fire alarm monitoring	365.00	73.00	438.00
	Wrights Tools	Shed hardware	57.16	11.44	68.60
	FDC	Empty church bins July – Sept			127.14
	EDF energy	Pavilion electricity August	11.86	0.59	12.45
141/21b	AJW roof supplies	Metal for shed roof	586.70	117.34	704.04
	CGM	Grass cutting	311.96	62.39	374.35
128/21c	Fenwinds	Fascia deposit	2690.00	538.00	3228.00
	S&S Groundworks	Duct moling for CCTV cable			350.00
	P Kendall	Shed roof project			300.00
	Wrights Tools	Nails for shed	4.34	0.87	5.21
	Southern Electric	Street light electricity August	171.11	9.00	180.11
	Avantigas	Hall gas August	28.14	1.41	29.55
	CGM	Cemetery cut&collect 19.8.21	73.21	14.64	87.85

Ref	Payee	Description	Net	VAT	Total
125/21b	Generis security	WMPF extra CCTV cameras	820.00	164.00	984.00
	Wave	WMPF water June – Sept			11.09
	Wave	Cemetery water June – Sept			76.91
	Wave	Hall water June – Sept			58.97
	Wimblington News	Annual advertising			45.00
	Jez'O	Switch on deposit	1183.50	236.70	1420.20

Ref	Invoices paid by Barclaycard				
	Zoom	Video confr	11.99	2.40	14.39
141/21b	Giff gaff	Pavilion data	10.00	2.00	12.00
	Discount stickers	Wheelie bin stickers	225.87	45.17	271.04
	Giff gaff	Aug pavilion data	10.00	2.00	12.00
	September				
	FDC	Temporary event notice			21.00
	Fastspring	PDF Pro editor	39.97	7.99	47.96
	Zoom video confr		11.99	2.40	14.39
	Giff gaff	Pavilion data	10.00	2.00	12.00
	Amazon	Toilet blocks	16.25	3.25	19.50
	FDC	80's night TEN licence			21.00

*See appendix a for salary breakdown

= Previously approved by Chairman or at previous meeting

All payments to be made - Proposed: Cllr. Dent ; Seconded: Cllr. Davis , all in favour.

b) Finance report: Clerk reported that at 31st August income recorded was £51,772.00 and expenditure was £30,921.00. Including opening balance this leaves total balance of £158,671.00. Income & Expenditure report had been e-mailed to Cllrs on 13.9.2021.

164/21	**Risk Management and Health & Safety**	a) To review policies/procedures: Councillor Code of Conduct – forwarded to Cllrs on 21.7.2021. After discussion resolved to adopt as read. Proposed: Cllr Harding Seconded: Cllr. Hennen. Clerk forwarded updated Privacy statement 21.7.2021. After discussion resolved to adopt as read. Proposed: Cllr. Harding Seconded: Cllr. Dent	PA

165/21	**Planning**	**Planning:** a) There were no planning applications for discussion. b) Neighbourhood plan: Cllr Bowell reported that little to report meeting with Ian Poole working through funding application Ian suggested working through design codes which would give us extra funding. He will look through the funding application before it's submitted.	
166/21	**Highway matters/Street lighting/ Transport**	a) Street lights reported: None. Clerk advised that all street lights including Stonea have now been re-numbered with a WPC number. b) Footpaths and highways issues: Clerk received complaint about a section of footpath leading from Eaton Estate to March Rd. A letter had been taken to the owners asking them to cut it back. To date this has not been done. Chair has been told that this person says that he does not own the hedge. Chair and clerk are already meeting with highways on Thursdays and will ask him to look at Dolby Walk as well. Cllr Hennen said that on the bends on the Hook the vegetation is very overgrown which limits visibility to drivers. Also there has been an accident on the Hook with a car hitting a tree. It has now been removed by the Police. Cllr Harding will ask the land owner to cut back the hedge. c) LHI bid: Further to a complaint received from a resident, consideration was given to double yellow lines to restrict parking at the March Rd/Addison Rd. junction and also yellow lines outside data shredders. After discussion resolved to apply for double yellow lines on the A141 corner/Eastwood End. Cllr Hennen will forward photos of lorry parking on both sides of road severely restricting visibility. Councillors agreed that clerk and chair could offer to pay up to £2000.00 Proposed: Cllr. Hennen. Seconded: Cllr. Bowell. Subject to advice from CCC after their feasibility study.	PA

		d) Street light maintenance: Clerk had received an updated street light maintenance costing list, overall it represents an increase of 3% for all items. After discussion resolved to stay with Cable Testing for our street light maintenance. Proposed: Cllr Davis Seconded: Cllr Dent e) Verge cutting: Clerk had asked for an estimate of extra cost to have the verges cut more often, as they have been looking particularly unkempt. Contractors replied saying they could do this at same cost of £250.00 per cut. Current contract is for 8 cuts per season usually March – September. If we increased to cuts every 3 weeks this would incur extra cost of £500.00 p.a. After discussion resolved to stick to 8 cuts a year with facility to add one if needed. Proposed: Cllr Dent Seconded: Cllr. Bowell f) Parking on March Rd/Addison Rd junction: Cllr Davis has received several complaints from a resident about parking on this junction. CCC highways and the local Police have been contacted, the Police say that this is not illegal and therefore they cannot do anything about it. Highways say that there is nothing they can do. As there is a bus stop opposite, complainant says there is a bus stop on/at the slip road, although the Police say that there is not a marked bus stop at this point. After discussion resolved that there is nothing we can do. Cllr Davis will reply to complainant with this information. g) Street light stickers: Clerk reported that all (apart from Bridge Lane/A141 light which is to be replaced & Hook Rd corner) Wimblington PC street lights have now been re-numbered. This leaves just 6 spare stickers. After discussion resolved to purchase 100 more stickers at cost of £51.67 net, numbered 101-200 Proposed: Cllr Dent Seconded: Cllr. Davis	PA MD PA
167/21	**War Memorial playing field**	a) WMPF – Cllr Dent reported all is well. Clerk to chase Knowles re leakage killing grass. There is still a small amount of vandalism & anti-social behaviour at the field. b) hedge cutting: Clerk reported that the hedge has had a trim by our gardener removing by hand just the very long overhanging brambles/hedge. However, it was cut at the beginning of March and clerk has asked that it be cut again on 1st September to try to keep it tidy, but asked if we could then schedule a further cut Oct – Dec if necessary. Cost to cut the hedge in March was £130.00. After discussion resolved to agree an extra cut if necessary. Proposed: Cllr. Harding Seconded: Cllr. Bowell. c) Seating bases: quote to dig out and install concrete bases for 2 different types of seating and a base for the BBQ Fun day area in front of the pavilion, was forwarded to Cllrs on 3.8.2021. Latest quote 2 is £3200.00 for all 3. Previous quote1 for just the pavilion base was £5050.00 March 2020. After discussion resolved to approve quote 2 at £3200.00. Proposed: Cllr. Dent. Seconded: Cllr Bowell. Get anti-theft paint and put signs up again. Check which signs have been removed – replace.	PA PA PA
16821	**Parkfield**	Written report: Everything going well at Parkfield at present. All football teams underway for the 2021/22 season. A copy of 2020/21 accounts will be with us in the next 14 days. Also told chair that they are going to apply for an extension to the building. a) grass cutting/costs: Further to the meeting between clerk, Chairman and Parkfield management a verbal agreement (yet to be ratified) was reached that Parish Council will, instead of procuring grass cutting at Parkfield, give the Parkfield grass cutting costs annually – agreed at £1600.00 per annum – to Parkfield management committee, to enable them to buy a mower and cut the grass themselves, Parkfield have trialled a suitable mower and have asked whether Parish Council would consider giving approximately 5-6 years' worth of grass cutting funding in a lump sum – 5 years is £8000.00 - which will give them, with other funding enough money to purchase the mower they need. After discussion resolved to agree this with an addition that should they not be able to cut the grass in the future, we will not be responsible and will not give further funding for grass cutting. Proposed: Cllr. Hennen. Seconded: Cllr. Davis.	PA
169/21	**New Cemetery/ Churchyard**	a) Damaged tree/replacement: Several reports of the tree in the centre of the turning circle at the Cemetery were received and immediate work was necessary to clear the roadway. The tree had either been struck by lightning or had over time split in the centre of the tree, with almost half of the tree breaking away. Tree surgeons recommendation was to remove it altogether and this work has been done as an emergency. Clerk asked what Cllrs. would like to put in its place, if anything. To replace with another tree would be difficult as the whole root system would have to be dug out. After discussion, decision to have, in principal both a gazebo and a tree/shrub. Clerk to get fixed costs. Approach Chapel cottage plants.	PA
170/21	**Parish Hall**	a) Venue capacity/Public protect duty: clerk had received information and forwarded to Cllrs on 20.7.2021. regarding the Governments consultation about public venues public protect duty. After discussion resolved to reduce hall capacity to 95. Proposed: Cllr Hennen Seconded: Cllr. Dent b)Upgrade electrics: After much chasing Southern Electric came to complete change of meter and tails to 3 phase. This could not be done as other equipment was attached to their board – re-arranged for 30.9.2021. PV cells eqpt moved by their installers. Quote to upgrade	

		whole electric system to hall and shed forwarded to Cllrs on 10.8.2021. After discussion resolved to proceed with this quote. Proposed: Cllr Davis; Seconded: Cllr. Dent. c) McMillan coffee morning: A booking for the hall on 23rd September has been taken, for a group to run a McMillan Coffee morning. Clerk asked whether a reduction in hire charge could be applied for this event? After discussion resolved to waive the hall charge. Proposed: Cllr Hennen. seconded: Cllr Dent. d) Parish Hall shed: Quote of £300.00 had been received from the handyman as labour to replace the sides, front and roof of the shed as a project. After discussion resolved to agree to this cost. Proposed: Cllr. Bowell. Seconded: Cllr. Dent.	
171/21	**Correspondence**	Clerk had received and forwarded to Cllrs on 16.7.2021 an e-mail form Lizzie Bannister, treasurer of a new group called Fenland Bridleways Action Group. They are a group of horse riders/lover who are actively working to keep Fenland's bridleways open and well maintained. Contact for her is lizzie.bannister@outlook.com	
172/21	**Date of next meeting**	Next meeting: Tuesday 12th October 2021 at 19.00 Meeting closed at: 21.03	

Appendix a*

Payments	August 2021	NET	VAT	£
Hall steward	Hall steward duties			106.85
Cleaner	Hall cleaning			181.00
Clerk	Clerk duties incl. home wkg all.			796.13
Handyman	Handyman duties			288.00
Inland revenue	Staff tax & NI			237.84
LGSS	Clerks pension			266.76
			Total	1876.58

Payments	September 2021	NET	VAT	£
Hall steward	Hall steward duties			107.05
Cleaner	Hall cleaning			181.20
Clerk	Clerk duties incl. home wkg all.			796.33
Handyman	Handyman duties			360.00
Inland revenue	Staff tax & NI			237.24
LGSS	Clerks pension			266.76
			Total	1948.58