

# WARBOYS PARISH COUNCIL

Minutes of a meeting of **Warboys Parish Council** held on 13th August 2018 at the Parish Centre, Warboys.

## **PRESENT**

Dr S C Withams, Chairman.

Councillors Mrs J M Cole, B L Correll, R J Dykstra, D W England, Ms L A Gifford, J A Parker, R A Payne, P S Potts, Mrs J E Tavener, Mrs S J Wilcox, G C M Willis and Mrs A R Wyatt.

## **ALSO IN ATTENDANCE**

District Councillor G J Bull.

## **APOLOGIES**

Apologies for absence were received on behalf of Councillor Mrs M H Harlock and County Councillor T V Rogers.

## **67/18 MINUTES**

Upon being moved by Councillor Mrs Wyatt and seconded by Councillor Payne, the Minutes of the meeting held on 9th July 2018 were approved as a correct record and signed by the Chairman

## **68/18 MEMBERS' INTERESTS**

No declarations of interest were made by Members in respect of items appearing on the agenda.

The Clerk referred to the interests registered by Members and the dispensations previously granted to speak or speak and vote on such matters which had lapsed at the election held on 3rd May 2018. Several Members had submitted applications for renewal of their dispensations for the ensuing 4 years until the next ordinary election of councillors.

## **RESOLVED**

that dispensations be granted to the following Members until the next ordinary election of councillors in May 2022:-

<b>Councillor</b>	<b>Interest</b>	<b>Dispensation</b>
Mrs M H Harlock	Warboys Women's Institute Membership	Speak
	Warboys Day Care Centre	Speak

	Management Committee	
	National Farmers Union	Speak
	Council Tax Precept	Speak & vote
J A Parker	Chair, Warboys Primary	Speak
	School Governing Body	
	Member, Old Village School Board	Speak
	Trust	
	Council Tax Precept	Speak & vote
Mrs J E Tavener	Hartford Primary School	Speak
	Chairman of Governing Body	
	Oxmoor Community Action Group	Speak
	Trustee and Chair	
	Co-ordinator, Warboys Speedwatch	Speak
	Conservative Party NWCC member	Speak
	Member of Huntingdonshire District	Speak
	Council	
	Warboys Day Care Centre	Speak
	Management Committee	
	Council Tax Precept	Speak & vote

## **69/18 PLANNING APPLICATIONS**

The Chairman advised that the following matters had been included on the agenda for the meeting of the Planning Committee after the conclusion of the Council meeting. However in view of the possibility of members of the public attending the meeting in anticipation of a planning application being considered later in the evening, the Chairman indicated that she had agreed to the matters being dealt with at the commencement of the Council meeting.

The Clerk reported that subsequent to the despatch of the agenda, notification had been received of an application for planning permission for 210 dwellings and associated infrastructure at Ramsey Road. As this was likely to attract considerable interest and a high attendance by members of the public, it was customary for a special meeting of the Planning Committee to be held to consider such applications.

The Clerk also reported that the District Council's Development Management Committee was being recommended to approve application 18/00531/REM for 74 dwellings south of Farriers Way at a meeting to be held on 20th August. The recommendation was contrary to the Parish Council's recommendation of refusal and there was an opportunity for the Parish Council to be represented at the meeting to speak in support of its recommendation.

It was therefore

**RESOLVED**

- (a) that a special meeting of the Planning Committee be held on 20th August to consider the application for planning permission for development at Ramsey Road; and
- (b) that, in view of the need for the Chairman of the Committee to attend the meeting of the Planning Committee, the Council be represented at the District Council's Development Management Committee meeting by Councillor Potts or Councillor Mrs Tavener.

## **70/18 MATTERS ARISING**

The Council considered the following matters arising from the meeting held on 9th July 2018:-

### **(a) Damage to Grass at Weir**

Arising from Minute No. 53/18(b), the Clerk reported that three companies had been invited to submit quotations for the extension of the hard surfacing at The Weir to prevent damage by customers visiting the SPAR shop. The closing date for the receipt of quotes was the end of August and a report would be submitted to the next meeting.

### **(b) GDPR**

Arising from Minute No. 53/18(e), the Clerk reported that he and Councillor Mrs Wilcox were liaising on the impact of GDPR on the Council.

### **(c) Traffic Island at Station Road/Heath Road Junction**

Further to Minute No. 59/18, the Clerk reported that it would not be possible to undertake the work authorised at the previous meeting to improve the condition of the small traffic island at the junction of Station Road and Heath Road unless specific approval was obtained from the County Council and the persons undertaking the work were authorised to work on the highway.

Under the circumstances, the Clerk reported that the island would be cleared and tidied by the Handymen in the autumn.

## **71/18 PLANNING COMMITTEE**

### **RESOLVED**

that the Minutes of the meeting of the Planning Committee held on 9th July 2018 be received.

## **72/18 LEISURE AREAS COMMITTEE**

Members' attention was drawn to Minute No. 06/18(a) of the minutes of the meeting of the Leisure Areas Committee held on 23rd July 2018.

The Clerk reported that he had met the Area Sales Manager of Caloo earlier that day to discuss the issues raised in the safety inspection report concerning the play equipment at Adams Lyons playground. An order had been placed for the necessary work to be carried out and replacement parts delivered but the Area Sales Manager had advised that there was no problem with the traveller unit on the cableway which he would confirm in writing.

The Clerk also reported that he and the Chairman of the Committee had met the site owner and one of the residents of The Paddocks in response to the latter's complaint about trees and shrubs overhanging the fence from the playground. They had confirmed that they did not wish the trees to be removed. The Handymen had subsequently cut back the overhanging shrubs that could be reached with their equipment but Councillor Willis advised that substantial work would be required to the trees to avoid similar complaints arising in the next few years.

### **RESOLVED**

- (a) that the Minutes of the meeting of the Leisure Areas Committee held on 23rd July 2018 be received; and
- (b) that the Clerk be authorised to obtain quotations from tree surgeons for the cutting back of the trees in Adams Lyons playground adjoining The Paddocks mobile home park.

## **73/18 VACANCY**

Further to Minute No. 52/18, Members were informed that the requisite number of electors had not called for an election to be held to fill the current vacancy on the Council. As a result expressions of interest for co-option had been invited with a closing date of 17th August.

## **74/18 POLICE REPORT**

The Clerk referred to the daily and weekly updates from E-Cops that he forwarded by e-mail to Members if they contained any information on criminal incidents or anti-social behaviour in Warboys.

There were no other matters raised by Members.

## **75/18 PROPOSED COMBINED HEAT AND POWER AND WASTE WATER TREATMENT PLANTS – WARBOYS LANDFILL SITE**

Further to Minute No. 56/18, the Clerk reported that he had been informed by the County Council's Planning Business Manager that it was anticipated that the application for combined heat and power and waste water treatment plants at the landfill site would be considered by the County Council's Planning Committee at a meeting to be held on 6th September.

On behalf of the Landfill Action Group, Mrs B Ball advised Members that information had been included in the last edition of the Warboys Diary and on notice boards asking members of the public who had objected to the application if they intended to speak at the Planning Committee meeting. However to date only 6 replies had been received with each person indicating that it was not their intention to do so. Unless people attended and spoke, there was a risk that it would suggest that there was little interest on the part of the community in opposing the application.

The Chairman asked Members of the Council if they had objected themselves and intended to speak or whether they would be prepared to read out a statement by other objectors who were unable to attend because of holiday or other commitments. Councillor Willis indicated that he would be speaking on behalf of the Parish Council's objection. Councillors Mrs Cole and Mrs Tavener indicated that they were prepared to read statements by others and Councillor Ms Gifford indicated that it was her intention to attend but not speak.

## **76/18 BATTLE'S OVER**

Further to Minute No. 37/18, the notes of the meeting of the WWI centenary working party held on 5th July 2018 were received (copies of which had been circulated)

## **77/18 SHELTER AT JUBILEE CLOCK TOWER**

Councillor Correll asked whether it was intended to apply a coating of anti-graffiti paint when the mural had been painted in the shelter at the Jubilee Clock Tower. Members agreed that this would be necessary to enable any potential future graffiti to be cleaned off the finished mural.

As her daughter would be painting the mural, Councillor Mrs Tavener indicated that she would advise her of the Council's wishes in the matter.

(District Councillor Bull left the meeting at this point in the proceedings.)

## **78/18 THE WEIR**

Councillor Mrs Cole reported on the action that she had taken, with the assistance of Councillors Ms Gifford and Payne and members of the public, in monitoring the condition of the Weir during the hot and dry weather experienced over the summer until the past few days. The aerator had been switched on in the early hours of the morning to try to avoid the loss of fish but the water level had fallen considerably in the absence of

any rainfall in recent months. The Chairman expressed her thanks to Councillor Mrs Cole for her diligence and actions over the summer period.

Councillor Mrs Cole referred to previous decisions by the Council to try to address the problem of low water levels and weed growth and the Clerk referred to the difficulty in finding companies who were prepared to assist in remedial work.

Under the circumstances, it was

**RESOLVED**

that a working party be established comprising the Chairman and Councillors Mrs Cole, England and Paine to investigate and report on potential solutions to the issue.

**79/18 66 HIGH STREET**

Further to Minute No. 53/18(i), the Clerk reported that he had been advised by the District Council's Conservation and Environment Team Leader that she would be writing to the owner of 66 High Street asking him to comply voluntarily with a schedule of repairs to the building. In addition, the District Council were drafting statutory notices that could be served if the owner failed to carry out the work voluntarily.

As the property was a listed building that had been unoccupied and falling into disrepair for over 20 years, the District Council's Head of Development had offered to meet representatives of the Council to discuss the situation.

With the consent of the Chairman, a member of the public addressed the Council and suggested that a search of the internet had identified several courses of action that could be taken by the District Council to secure the renovation of the building in addition to the planning conservation legislation. The Chairman suggested that he contact Councillor Mrs Tavener in her capacity as a district councillor to advise her of his investigations.

**RESOLVED**

that the report be received and a meeting arranged with the District Council's Head of Development, the Parish Council to be represented by the Chairman and Clerk.

**80/18 COMPLAINTS PROCEDURE**

A report was submitted by the Clerk (copies of which had been circulated) on the need to review the Council's complaints procedure and other arrangements in the light of a recent judicial review decision. The latter had confirmed that action against an individual councillor for breach of a council's code of conduct could only be dealt with through the procedure contained in the Localism Act 2011 and not under a council's grievance procedure. Moreover a parish council could not apply any sanctions against an individual councillor unless this was the result of the Localism Act procedure and had been recommended by the council's Monitoring Officer.

Amendments were therefore necessary to the Parish Council's own complaints procedure and grievance procedure to also reflect a recent revision of the ACAS code of practice.

It was therefore

**RESOLVED**

- (a) that the revised Grievance Procedure attached to the report now submitted be adopted;
- (b) that the revised Complaints Procedure attached to the report now submitted be adopted; and
- (c) that the arrangements for the holding of Hearings Panels be dispensed with.

**81/18 TIMEBANK**

The Clerk submitted a report (copies of which had been circulated) on the operation of the Timebank scheme managed by the Council since the appointment of the current Timebank Co-ordinator. Members were informed that there were now 31 active members of the Timebank and 3 organisations with a total of 103 hours given to members of the community in Warboys by Timebank members. Credits could also now be exchanged for a number of activities, such as cinema and leisure centre attendances. The report contained quotes from members of the Timebank indicating the benefits that they had derived from the scheme.

In order to better monitor the performance of the scheme, Councillor Correll asked for the submission of quarterly reports in future in terms of membership numbers and exchanges.

**82/18 MAGPAS**

The Clerk reported the receipt of correspondence from Magpas seeking support in the relocation of their base from RAF Wyton to Alconbury Weald. The organisation had responded to approximately 1,600 incidents over the past year and had been supported financially by the Council in previous years.

**RESOLVED**

that a grant of £100 be made to Magpas.

**83/18 CAMBRIDGESHIRE CYCLING CHALLENGE**

Members noted that the Cambridgeshire Cycling Challenge from Peterborough to Cambridge organised by Anglia Ruskin University to celebrate their 25th anniversary would pass through Warboys on 25th August.

## **84/18 INVITATIONS TO MEETINGS**

The Council considered a number of invitations to attend meetings, as a result of which it was

### **RESOLVED**

- (a) that the Clerk be authorised to attend a stakeholder group meeting of Cambridgeshire local councils monitoring the Cambridgeshire Local Council Development Plan to be held at Horningsea on 12th September;
- (b) that the Clerk be authorised to attend the Cambridgeshire ACRE AGM at Landbeach on 25th September; and
- (c) that Councillors Mrs Tavener and Mrs Wyatt be authorised to attend the Cambridgeshire Local Councils Conference in Huntingdon on 23rd November.

## **85/18 CORRESPONDENCE**

The Clerk reported that the following items of correspondence had been received since the previous meeting and indicated that he would arrange for them to be circulated to Members for information:-

- (a) Clerks and Councils Direct  
July 2018 edition
- (b) Local Wildlife  
Summer 2018 edition published by the Beds, Cambs and Northants Wildlife Trust.
- (c) Field Work  
Summer 2018 edition published by the Campaign to Protect Rural England.
- (d) Countryside Voice  
Summer 2018 edition published by the Campaign to Protect Rural England.

## **86/18 OPEN FORUM**

The Clerk reported that at the Open Forum following the previous meeting of the Council, County Councillor Rogers had drawn attention to the next meeting of the Parish Forum which was due to be held on 24th July. Councillors Mrs Tavener and Mrs Wyatt reported on their attendance at the meeting. Concerns had been raised by Councillor Mrs Tavener about the lack of information as to the duration of the road closures for the Tour of Cambridgeshire Cycle Race. Councillor Mrs Wyatt also advised that a report had been

given about the actions being taken by Somersham Parish Council to help vulnerable people within the community.

The Clerk reported that Councillor Mrs Cole had given an update on the condition of The Weir at the previous Open Forum and a member of the public had reported on the work being undertaken with the British Horse Society to improve bridleway provision in the Parish.

## **87/18 ACCOUNTS**

It was moved by Councillor Correll, seconded by Councillor Willis and

### **RESOLVED**

that the following accounts be approved:-

		£
M J Buddle	Salary – July 2018	1,040.46
W E Batterbee	Salary – July 2018	1,025.15
R Edwards	Salary – July 2018	236.80
R Reeves	Salary – July 2018	997.69
N Everett	Salary – July 2018	479.32
HMRC	Tax & NIC – July 2018	1,445.55
N Everett	Mileage claim	9.90
R Reeves	Reimbursement – Flagpole halyard	24.60
Vodafone	Mobile phone contract (Timebank)	10.15
E.ON	Electricity supply - Parish Centre (paid by direct debit)	110.00
E.ON	Gas supply – Parish Centre (paid by direct debit)	24.31
GreenCity Solutions	Computer anti-virus protection – August (paid by direct debit)	12.00
GreenCity Solutions	Computer backup online - August (paid by direct debit)	36.00
GreenCity Solutions	Computer support contract – August (paid by direct debit)	60.00

GreenCity Solutions	Broadband – August (paid by direct debit)	23.99
Allstar	Fuel (paid by direct debit)	59.02
ESPO	Cleaning supplies	115.68
C G M Group	Grasscutting	102.00
Impie Ltd.	Polo shirts for Handymen	120.00
R Bateman	Honours Boards	255.95
Ivan Barrett	Miscellaneous supplies	142.99
D Steddy	Return of allotment deposit	25.00
C Waine	Feast Week band concert	210.00
K Mulder	Reimbursement – Timebank sashes	20.80
Connections Bus Project	10 visits – April to July	2,727.00
Cambridgeshire Branch of SLCC	Training course for Clerk	10.00
Mrs M Tringham	Reimbursement – Battle’s Over expenditure	45.19

## **88/18 BUDGETARY CONTROL**

The Council received the budgetary control statement for July 2018, together with the list of Parish Centre bookings for that month, copies of which had been circulated to all Members.

There being no further business, the meeting was declared closed.

Chairman.