

# **WARBOYS PARISH COUNCIL**

Minutes of a meeting of **Warboys Parish Council** held on 8th April 2019 at the Parish Centre, Warboys.

## **PRESENT**

Councillor Dr S C Withams, Chairman.

Councillors Mrs J M Cole, R J Dykstra, D W England, Mrs C Evans, S J Green, Mrs M H Harlock, 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.

County Councillor T V Rogers

## **APOLOGIES**

Apologies for absence were submitted on behalf of Councillor Ms L A Gifford and District Councillor G J Bull.

## **223/18 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported upon the recent death of former Councillor T R Huggins who had been a Member of the Parish Council for 12 years from 2004 to 2016. The Clerk advised that he had sent a card and letter of condolence on behalf of the Council to former Councillor Huggins' family.

Members stood for a minute's silence in memory of former Councillor Huggins.

The Chairman also welcomed Councillor Mrs C Evans to her first meeting of the Council following her co-option at the previous meeting.

## **224/18 MINUTES**

Upon being moved by Councillor Payne and seconded by Councillor Mrs Tavener, the Minutes of the meeting held on 11th March 2019 were approved as a correct record and signed by the Chairman

## **225/18 MEMBERS' INTERESTS**

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

## **226/18 MATTERS ARISING**

The Council considered the following matters arising from the meeting held on 11th March 2019:-

**(a) Grassed Area at The Weir**

Further to Minute No. 207/18(a), Members remarked upon the many positive comments received from members of the public with regard to the finished appearance of the new paviers and bollards at The Weir following the recent completion of the work.

As the improvements appeared to have attracted more people to stand or sit on the newly paved area, Councillor Willis queried whether warning signs depicting deep water should be installed to warn against falling into the pond. Other Members were of the opinion that signs were unnecessary as the water was so shallow. After a vote had been taken, a motion to install 'Deep Water' signs was defeated.

(Councillor Mrs Cole asked that her name be recorded as having abstained from voting on the motion.)

**(b) Tree Planting**

Further to Minute No. 207/18(b), the Clerk reported that following repeated damage to the trees planted by Ramsey Rotary Club in Statfold Green, it was unlikely that many would survive.

**(c) Annual Parish Meeting**

Further to Minute No. 207/18(f), the Chairman drew attention to the fact that the Annual Parish Meeting would be held on 17th April and she encouraged Members to attend if possible.

**(d) 66 High Street**

Further to Minute No. 207/18(g), the Clerk reported receipt of an update from District Councillor Bull with regard to the action being taken by the District Council in an attempt to encourage the owner of 66 High Street to carry out essential repairs to the listed building.

Following further discourse between the District Council and the owner, Councillor Bull had advised that the owner had been asked to carry out all of the works identified by the District Council in a letter sent in August 2018 and to provide clear evidence that the property was being professionally marketed at a realistic price to effect the full refurbishment of the property. A deadline for the works of the end of June had been set by the District Council.

**(e) Cycle Racks**

Further to Minute No. 207/18(h), the Clerk reported that he and Councillor Payne would be liaising with regard to the possibility of altering the boundary wall at Wards of Warboys to enable cycle racks to be installed at the chemists. Subject to agreement on the works to be undertaken, the Clerk indicated that he would seek to obtain the money for cycle racks held by the County Council from the section 106 agreement for the Great Pastures development.

**(f) Replacement Trees**

Further to Minute No. 207/18(i), The Clerk reported that two trees of substantial size offered by a local businessman had been collected and planted by the Handymen in High Street and Ramsey Road.

**(g) Public Footpath 4**

Further to Minute No. 211/18, Councillor Mrs Cole reported that members of the public were continuing to trespass on her land to access the village from the Great Pastures development instead of following the footpath network. She indicated that she had contacted David Wilson Homes on a number of occasions but no action had been taken to secure the improvements required under the section 106 agreements for phases I and II of the development nor to prevent unauthorised access to her land.

Councillor Green and the Clerk indicated that they would also contact the developer in an effort to secure progress on the footpath improvements.

**(h) The Weir**

Arising from Minute No. 212/18, the Clerk reported that an offer by the Fen Fly Fishing Club to remove the fish from The Weir and transport them to their ponds at Pidley in return for a payment to the Council of £100 had been accepted. Arrangements had been made for the fish to be caught by the Environment Agency on the following day. Councillor Mrs Cole reported that, having spoken to her contact who had also offered to remove the fish, the latter had advised that he was unable to offer the Council any form of payment for undertaking the work.

Members were informed that arrangements were being made to hold another meeting of the working party in the near future to discuss progress towards the invitation of quotations for the dredging of the pond.

**(i) Timebank**

Arising from Minute No. 214/18, Members were informed that Timebank members had carried out a litter pick in the village on 5th and 6th April.

**(j) Requests for Financial Assistance**

Further to Minute No. 217/18, the Clerk reported that letters of appreciation had been received from the County Council's Library Service and the Warboys Community Association following the award of grants for the summer reading challenge at Warboys Library and the production costs of the Warboys Diary in 2018 respectively. With regard to the latter, the Secretary of the Association had indicated that they wished to acknowledge the support of the Parish Council in the next edition of the Diary and had enquired whether the term 'sponsored by' or supported by' would be the more appropriate.

As the Clerk pointed out that the Parish Council had no specific power to publish a newsletter itself, any expenditure would have to be met under section 137

powers. Members were therefore of the opinion that it would be preferable if the words ‘supported by’ were used.

#### **227/18 PLANNING COMMITTEE**

##### **RESOLVED**

that the Minutes of the meeting of the Planning Committee held on 11th March 2019 be received.

#### **228/18 ALLOTMENTS COMMITTEE**

##### **RESOLVED**

that the Minutes of the meeting of the Allotments Committee held on 18th March 2019 be received.

#### **229/18 FINANCE AND GENERAL PURPOSES COMMITTEE**

##### **RESOLVED**

that the Minutes of the meeting of the Finance and General Purposes Committee held on 18th March 2019 be received.

#### **230/18 POLICE REPORT**

The Clerk referred to the daily and weekly updates from E-Cops that he forwarded by e-mail to Members. Notwithstanding comments by Councillor Mrs Cole about the theft of lead from village churches in the County and by County Councillor Rogers about burglaries in neighbouring villages, the Clerk reported that Warboys had escaped relatively lightly in the weekly updates of incidents of criminal activity over the past month.

#### **231/18 PROPOSED COMBINED HEAT AND POWER AND WASTE WATER TREATMENT PLANTS – WARBOYS LANDFILL SITE**

Further to Minute No. 210/18, the Clerk reported that the planning permission for the proposed combined heat and power and waste water treatment plants at the landfill site still had yet to be issued. County Councillor Rogers indicated that he had no further news either as to when the decision notice might be issued.

#### **232/18 HONORARY FREEMEN AND FREEWOMEN**

Members considered a report by the Clerk (copies of which had been circulated) following receipt of a proposal by Councillor Mrs Wyatt to award the honour of

Honorary Freewoman to Mrs P Collins and Mrs P Hicks in recognition of their many years of fund-raising for village organisations and the arrangement of village events and activities.

Members agreed that Mrs Collins and Mrs Hicks should be recognised for their outstanding commitment to the community in Warboys and it was

### **RESOLVED**

that they be invited to a special meeting of the Council to be made Honorary Freewomen of Warboys..

### **233/18 ONE WAY TRAFFIC SYSTEM**

Further to Minute No. 207/18(e), a report was submitted by the Clerk (copies of which had been circulated) following a suggest by Councillor Mrs Tavener for the introduction of a one way traffic system in High Street and Mill Green to alleviate the problems caused by indiscriminate parking by customers of the SPAR store at 2-4 Mill Green.

While superficially attractive as a way of easing traffic congestion, the Clerk drew attention to a number of practical difficulties that would arise. The latter included the likelihood that motorists would drive faster, increasing journey times and fuel consumption, delays for emergency vehicles, the prevention of road closures for the Christmas Lights Switch-on ceremony and potential future Weir dredging and the propensity for drivers to find alternative routes that would increase traffic flows in Humberdale Way and School Road.

In addition, the Clerk pointed out that the junctions involving High Street/Mill Green, High Street/Station Road and Mill Green/Fenton Road were acute which could involve major engineering work to widen the junctions and leading to the possible relocation of the listed triple lighting column at The Weir.

The Clerk reported that there had been only one slight accident at the junction of High Street and Mill Green near the SPAR store in the previous 5 years and that the County Council consequently were not prepared to undertake any highway alterations themselves. Funding therefore could only be secured through a successful Local Highway Improvement bid which capped County Council funding to £10,000 per scheme or by the Parish Council funding all of the cost.

As the Parish Council had limited legislative power to incur expenditure on traffic or highway measures, the Clerk pointed out that the cost could only be met from reliance on section 137 which was limited to approximately £12,000 per annum because of other commitments. The Clerk pointed out that the minimum cost of making an order to introduce a one way system would be £17,000 which could rise to between £70,000 and £120,000 if junction widening was required.

In the ensuing discussion, Members recognised the difficulties inherent in introducing a one way system at High Street and Mill Green and it was

### **RESOLVED**

that the report be noted and no further action taken.

### **234/18 SPEED REDUCTION IN FENTON ROAD**

Further to Minute Nos. 207/18(c) and (e), the Clerk reported that the he had been notified of the name of the highway engineer who would be dealing with the implementation of the successful bid for Local Highway Improvements funding for priority narrowing and warning signs in Fenton Road. Unfortunately the officer would be on extended leave of absence as a result of sickness until the beginning of May.

In the interim, Community Roadwatch had transferred a sum of £1,500 to the Parish Council as their promised contribution towards the installation of warning signs on the understanding that the signs would be installed and the money spent before November. If necessary, the Clerk advised that the installation of the signs would proceed in advance of the priority narrowing as the Parish Council had powers to incur expenditure on signs warning of highway dangers. An undertaken had also been given to Community Roadwatch that the residue of any money remaining from their grant after installation of the signs would be returned to them.

### **235/18 LIGHTING OF PEDESTRIAN CROSSINGS**

The Chairman reported that she and the Clerk had received an e-mail from the suppliers of LED lighting for pedestrian crossings. She reminded Members that there had often been complaints on Facebook about the low visibility of the lighting at the two crossings in the High Street and the dangers of motorists not seeing pedestrians waiting to cross or on the crossings themselves.

The Clerk reported that he had enquired whether the County Council used similar lighting at crossings elsewhere. The local Highway Supervisor had advised that the County Council was unable to fund any improvements but he was aware that similar improved lighting had been installed in Earith which County Councillor Rogers reported had made a significant improvement.

Details of the LED lighting were circulated at the meeting. The lights had a protective cover to prevent sideways glare to neighbouring properties which had also generated a complaint when the crossings had first been installed. As the Parish Council had powers to incur expenditure on signs warning of highway dangers and Community Infrastructure Levey income could be used for highway improvements, it was

### **RESOLVED**

- (a) that DayBright LED beacon lights be purchased for the two pedestrian crossings in the High Street at a total cost of £5,000 plus VAT; and
- (b) that the cost of the lighting be met from the Council's CIL reserve.

### **236/18 OPERATION LONDON BRIDGE**

The Clerk had circulated slides from a Powerpoint presentation on the national and local response to the death of a senior national figure. The presentation dealt with the arrangements that would be made nationally in the event of the death of a member of the Royal Family and the likely implications for local authorities to respond to the wave of public sympathy that was likely to arise.

As the state funeral would be held within 10 days of a death, there would be insufficient time to make any arrangements locally unless plans were in place beforehand. It was therefore

#### **RESOLVED**

that the Chairman, Vice Chairman and Clerk be requested to consider the formulation of a plan and report back to a future meeting.

### **237/18 HEATH POND AND SHEEPWASH**

The Clerk reported that he and Councillor Willis had met representatives of Froglife, a national wildlife conservation charity, on site to discuss possible improvements to the Heath Pond and Sheepwash. This had followed an earlier meeting when the Clerk had met the charity's Chief Executive Officer and they had visited ponds within the village to discuss the possibility of a project with other communities to improve habitats for amphibians.

The Clerk and Councillor Willis reported that the charity's representatives had been very interested in progressing a project to dredge the Heath Pond to restore it as a wildlife habitat and restore the Sheepwash. They had already made enquiries with the Heritage Lottery Fund about the possibility of grant. Attention also had been drawn to the availability of funding from Red Tile Wind Farm Trust Fund and from the Parish Council itself.

Councillor Mrs Cole advised that she had documentary information and photographs of the condition of the pond and Sheepwash before they had become overgrown and also had researched the availability of grants when this had been discussed previously by the Council. As Froglife had the necessary expertise and contacts to progress a project satisfactorily, Members welcomed their involvement and the Clerk indicated that he would submit a further report when additional information became available.

### **238/18 INVESTMENT POLICY**

Further to the recommendation contained in Minute No. 16/18 of the minutes of the Finance and General Purposes Committee meeting held on 18th March 2018, it was

#### **RESOLVED**

that the Council's Investment Strategy (copies of which had been circulated) be approved as recommended and submitted.

### **239/18 EQUALITY POLICY**

As some years had elapsed since the Council's Equality Policy had been reviewed, the Clerk submitted an updated policy (copies of which had been circulated to all Members) which had been based on one prepared by a neighbouring district council.

#### **RESOLVED**

that the Equality Policy be adopted as submitted.

### **240/18 SAFEGUARDING POLICY**

As some years also had elapsed since the Council's Safeguarding Policy had been reviewed, the Clerk submitted the policy itself which he suggested remained relevant and did not require amendment. (Copies of the various appendices had been circulated electronically to Members with access to e-mail to save copying costs.)

#### **RESOLVED**

that the Safeguarding Policy be adopted as submitted.

### **241/18 PARISH CENTRE – NNDR**

Members were advised by the Clerk that notification had been received from the District Council that no payment would be required again in 2019/20 by way of National Non-Domestic Rates for the Parish Centre.

### **242/18 REMEMBRANCE SUNDAY ARRANGEMENTS**

Members were reminded of the special arrangements made to commemorate Battle's O'er – A Nation's Tribute, the centenary of the ending of World War One, in November 2018. As this year's Remembrance Sunday was now only 7 months away, the Clerk enquired whether the Council wished to revert to the arrangements prior to 2018 or whether any of the measures taken in Battle's O'er should be continued.

Having regard to the following item on the agenda, Members agreed to consider the matter in conjunction with that subject.

### **243/18 VE DAY 75**

Further to the previous minute, the Clerk circulated a letter from the national Pageantmaster drawing attention to the 75th anniversary of the ending of World War II in May 2020 and suggesting activities that could be undertaken locally over the weekend of 8th to 10th May as part in the national tribute.

#### **RESOLVED**

- (a) that the Parish Council participate in VE Day 75; and
- (b) that the working party, comprising Councillors Mrs Cole, Mrs Tavener and Mrs Wyatt, together with the Clerk and representatives of the British Legion and churches in Warboys, that dealt with Battle's O'er be reconstituted to review the arrangements for Remembrance Sunday in November 2019 and participation in VE Day 75.

(County Councillor Rogers left the meeting at this point in the proceedings.)

#### **244/18 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) Open Space  
Spring 2019 edition published by the Open Spaces Society
- (b) Cambridgeshire Voice  
Spring 2019 edition published by CPRE Cambridgeshire & Peterborough.

#### **245/18 OPEN FORUM**

Members were informed that the only matter raised at the Open Forum following the previous meeting of the Council had related to a visit to the Library by the County Libraries Manager and representatives from a potential grant source. The Clerk reported that he had e-mailed the Manager subsequently to make enquires about any plans for improvements and to offer the Parish Council's support but a reply had not been received.

#### **246/18 ACCOUNTS**

It was moved by Councillor Mrs Potts, seconded by Councillor Payne and

#### **RESOLVED**

- (a) that the following accounts be approved:-
- |               |                     | £      |
|---------------|---------------------|--------|
| M J Buddle    | Salary – March 2019 | 977.94 |
| W E Batterbee | Salary – March 2019 | 963.51 |
| R Edwards     | Salary – March 2019 | 260.80 |

R Reeves	Salary – March 2019	2,797.69
N Everett	Salary – March 2019	430.12
HMRC	Tax & NIC – March 2019	3,062.56
R Reeves	Reimbursement – Padlock	58.91
R Reeves	Reimbursement – Weed control fabric	85.98
R Reeves	Petty cash	25.00
Mrs N Everett	Reimbursement – Mileage & May Day stall	24.80
G Hansell	Half year Internal Auditor’s fee	50.00
R Martin	Half year Clockwinder’s honorarium	125.00
Vodafone	Mobile phone contract (Timebank) (paid by direct debit)	10.15
E.ON	Electricity supply - Parish Centre (paid by direct debit)	129.00
E.ON	Gas supply – Parish Centre (paid by direct debit)	372.52
Green City Solutions Ltd.	IT support - March (paid by direct debit)	131.99
Allstar	Fuel (paid by direct debit)	66.02
Cambridge Water Business	Water and sewerage charges – Parish Centre	313.19
E.ON	Electricity supply – Christmas lighting display	107.98
Cambridgeshire County Council	Grant for Summer Reading Challenge	125.00
Citizens Advice Rural Cambs	Grant	100.00
Parrot Print Ltd	Printing of receipt books and letter heads	221.40
British Red Cross	Attendance of W Batterbee at first aid course	151.20

AES Europe Ltd.	Consultancy regarding Weir and sample analysis	998.88
Ivan Barrett	Miscellaneous supplies	504.91
G Shakespeare	Refund of Parish Centre deposit	10.00
Caloo Ltd	Repair to aerial runway	548.40
Connections Bus Project	10 attendances during Spring Term	2,727.00
Ramsey Builders Merchants Ltd	Building supplies	24.48
CGM Group	Grasscutting	408.00
ESPO	White liner for tennis court	133.70
Balfour Beatty Living Places	Modification to lighting columns for additional Christmas lighting	1,187.26

(b) that payment of the following account due prior to the meeting be endorsed:-

Stuart & Co.	Insurance renewal for van	308.69
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## **247/18 BUDGETARY CONTROL**

The Council received the budgetary control statement for March 2019, 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.