

WARBOYS PARISH COUNCIL

Minutes of a meeting of **Warboys Parish Council** held on 9th September 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, Ms L A Gifford, Mrs M H Harlock, R A Payne, P S Potts, Mrs J E Tavener, Mrs S C Wilcox, G C M Willis and Mrs A R Wyatt.

ALSO IN ATTENDANCE

County Councillor T V Rogers and District Councillor G J Bull.

APOLOGIES

An apology for absence was received on behalf of Councillors S C Green and Mrs A R Wyatt.

99/19 MINUTES

Upon being moved by Councillor Mrs Tavener and seconded by Councillor Potts, the Minutes of the meeting held on 12th August 2019 were approved as a correct record and signed by the Chairman.

100/19 MEMBERS' INTERESTS

No interests were declared by Members in respect of items appearing on the agenda.

101/19 MATTERS ARISING

The Council considered the following matters arising from the meeting held on 12th August 2019:-

(a) Honorary Freemen and Freewomen

Further to Minute No. 80/19(a), the Clerk confirmed that the display board in the Parish Centre had been updated with the names of the recent recipients of the award.

(b) Lighting of Clock Tower Shelter

Further to Minute No. 80/19(g) and in the absence of Councillor Green, it was noted that an update would be given on the illumination of the Clock Tower shelter at the next meeting.

(Councillor England arrived in the meeting at this point in the proceedings.)

(c) 66 High Street

Arising from Minute No. 80/19(h), District Councillor Bull reported that an officer from the District Council's Enforcement Team had met the owner of 66 High Street on site on 17th August. The owner had claimed that the property was being marketed for sale but no evidence could be obtained to verify that assertion. Councillor Bull outlined the options available to the District Council and advised that he had asked officers to liaise with the Parish Council on the course of action to be taken.

Councillor Bull acknowledged the concerns of Members about the length of time that had elapsed since the District Council had warned the owner of the intention to serve a section 215 notice in August 2018 if certain works to the premises were not undertaken. Under the circumstances the Clerk and Councillor Willis were asked to liaise with the District Council's officers to try to expedite the situation.

(County Councillor Rogers arrived in the meeting during the course of discussion on the above item.)

(d) Protocol for Death of a Senior Figure

Further to Minute No. 80/19(d), the Clerk reported that he was still awaiting an answer from the County Council about the use of the Library car park following the death of a senior national figure. County Councillor Rogers had been asked for his assistance in trying to expedite the matter and explained that he was pursuing the matter on the Parish Council's behalf.

(e) VE Day 75

Further to Minute No.83/19, Members were informed that a meeting of the VE Day 75 working party had been held earlier in the day and that a written report would be submitted to the next meeting.

(f) Pedestrian Crossings Lights

Further to Minute No. 85/19, Members were informed that, earlier that day, the pedestrian crossings beacons in the High Street had been replaced with the LED lighting purchased by the Parish Council. The lighting columns in New Road maintained by the Parish Council had also been changed to LED lamps. Members commented that the pedestrian crossings were much more conspicuous as a result of the change of beacon.

The Clerk informed Members that he had submitted an application for grant to Red Tile Wind Farm Trust Fund Ltd towards the cost of the pedestrian crossing beacons as a result of their energy efficiency.

(g) White Hart Bowls Club

Further to Minute No. 80/19, the Clerk reported that he had been contacted recently by the President of the White Hart Bowls Club to advise that all of the existing club committee had resigned and that the members of the A team were all now playing elsewhere. Moreover the green was no longer suitable for the playing of matches, although it could be used for casual play. Members were informed that no further information had been received from the members of the club who had attended the previous meeting of the Council and who had been suggesting a way forward to retain the facility.

(h) Hedge at Junction of Station Road/Heath Road

Further to Minute No. 92/19, the Clerk reported that he had contacted Ivan Barrett with regard to the hedge at the junction of Station Road and Heath Road and had been advised that this would be cut back to improve visibility for motorists at the junction.

(i) Proposed Combined Heat and Power and Waste Water Treatment Plants – Warboys Landfill Site

Further to Minute No. 95/19, the Clerk reported that he had advised the Warboys Landfill Action Group of the decisions made at the previous meeting and asked if they wished to meet representatives of the Council to plan for the probable submission of an application for an environmental permit for the proposed plants at the Landfill Site. The Action Group had decided not to pursue an application for judicial review themselves to challenge the issue of planning permission for the development but had yet to respond with regard to a suggested meeting..

(j) Jubilee Park Roadway

Further to Minute No. 96/19, the Clerk reported that he was still awaiting a reply from the contractor engaged to repair the roadway at Jubilee Park as to when the work would be carried out.

(k) Cycle Racks

Further to Minute No. 97/19, the Clerk reported that the contractor engaged to create an opening in the perimeter wall at Wards of Warboys had advised that he would be undertaking the work in November.

(l) The Weir - Dredging

Further to Minute No. 98/19, the Clerk reported that he was liaising with the contractor engaged to undertake the dredging of The Weir with regard to the disruption to highway traffic, removal of fish and a commencement date for the work. Further information would be provided at the next meeting.

102/19 PLANNING COMMITTEE

RESOLVED

that the Minutes of the meeting of the Planning Committee held on 12th August 2019 be received.

103/19 POLICE REPORT

Attention was drawn to the information on crimes recorded in the Parish which were contained in the weekly update provided by the Police and forwarded by the Clerk to Members.

Councillor Mrs Cole reported that a message had been posted on Facebook to the effect that the Police had been called after graffiti had been detected at Adams Lyons Playground and that officers had cleaned this off the equipment themselves.

104/19 HIGHWAY POWERS

Further to Minute No. 84/19, a report was submitted by the Clerk (copies of which had been circulated) which had been prompted by further communications from Community Roadwatch with regard to the Local Highway Improvement (LHI) bids for priority narrowing in Fenton Road and Ramsey Road.

Members were reminded that Community Roadwatch had deposited a sum of £1,500 with the Parish Council in 2018/19 towards the inclusion of a sign indicating that pedestrians crossed Fenton Road in the LHI bid submitted for the current year. The scheme prepared by the County Council which had been accepted by the Parish Council at the last meeting had omitted a pedestrian crossing sign as highway officers had pointed out that none of the signs listed in the Traffic Signs Manual would be appropriate in this location. Community Roadwatch continued to press for the installation of a sign and maintained that the Parish Council had the power under the highways legislation to install a sign without County Council permission.

With regard to Ramsey Road, Community Roadwatch had urged the Parish Council to take action to improve highway safety in advance of the consideration by the County Council of the LHI bid for 2020/21 on the basis that any works on site would be unlikely to take place for twelve months, even assuming that the bid was successful.

The Clerk listed in his report the highway powers available to the Parish Council and the qualifying wording in the legislation that limited the use of those powers. In the case of highway signs, the wording meant that they could only be provided by the Parish Council with the permission of the highway authority which was not forthcoming in this case. In terms of traffic calming, the Parish Council could only contribute towards expenses incurred by a highway authority as in the case of LHI bids and was unable to fund works in their entirety.

Members accepted the explanations provided by the Clerk and it was therefore

RESOLVED

- (a) that Community Roadwatch be reimbursed with the sum of £1,500 deposited with the Parish Council to fund the cost of a highway sign in Fenton Road denoting that pedestrians crossed the carriageway as the County Council had indicated that this would not be acceptable; and
- (b) that no further action be taken in Ramsey Road at the entrance to the village to reduce traffic speeds in advance of the consideration by the County Council of the LHI bid for 2020/21.

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

105/19 YOUTHIE BUILDING

Further to Minute No. 80/19(b), a report was submitted by the Clerk (copies of which had been circulated) following the receipt of a survey of the former Youthie building commissioned by the Parish Council.

The Clerk reported that the County Council's building surveyor had inspected the building and was of the opinion that it hadn't moved any further since it had been vacated some 9 years previously. However he considered that the only way to make sure that the situation didn't deteriorate was to rebuild the rear wall and underpin it.

The engineering consultants engaged by the Parish Council had concluded that there had been some historic movement in the south and south west walls but that the damage was minor and not structurally significant. Most of the cracks were cosmetic and less than 1 mm in width with those that were wider capable of being repaired. It was the consultants' opinion that the building was in a reasonable condition for its age but repairs as itemised in the report would be necessary.

The Clerk reported that he and Councillor Payne had subsequently visited the premises to assess the situation. Considerable refurbishment was required in addition to the structural work identified by the consultants which could only be itemised if a quantity surveyor was engaged at further cost to produce a detailed estimate.

In order to avoid further cost at this point, the Clerk reported that he had asked the County Council's Strategic Assets Officer with whom he had been dealing to take the matter to committee to ask if the County Council would dispose of the freehold interest in the building. The Parish Council could then consider the matter further once the County Council's decision whether to dispose of a freehold or leasehold interest and the terms involved was known.

106/19 STREET LIGHTING

Further to Minute No. 86/19, the Clerk reported that he was still awaiting a quotation from ESPO for the supply of electricity for street lighting owned and maintained by the Parish Council under their contract with Total Gas and Power. As the supply of energy would be discontinued by the County Council in October and a replacement energy supply would need to be in place by that time, it was

RESOLVED

that, after consultation with the Chairman, the Clerk be authorised to accept a quotation for the supply of electricity for the street lighting owned and maintained by the Parish Council at the termination of the energy supply by the County Council.

107/19 ELECTRIC CHARGING POINTS

A report was submitted by the Clerk (a copy of which had been circulated to all Members) on the availability of grant for the installation of electric charging points in public locations where the absence of off street parking would be a deterrent to the purchase of electrically charged vehicles.

Members were informed that the scheme, administered by the County Council, provided grants of 75% of the capital funding required up to a maximum of £7,500 per charge point. The Clerk indicated that it might be possible for the balance to be met by grant from Red Tile Wind Farm Trust Fund Ltd. The charging points would need to be located in accessible public locations and the Clerk suggested that the Library car park would be an obvious location. As a substantial amount of preparatory work would be required prior to submission of an application for grant, the Clerk reported that he had asked Greener Futures if they might be willing to assist. However a reply would not be received until the organisation had met later in the month.

Members were informed that officers of the County Council were prepared to give a presentation on the scheme following which a more informed decision could be made as to whether the Parish Council should proceed with an application. It was therefore

RESOLVED

that the Clerk be requested to arrange for a presentation to be made by officers of the County Council and representatives of Greener Futures invited to attend.

108/19 BUS SHELTER IN RAMSEY ROAD

Councillor Harlock reported that the hedge at the rear of the bus shelter in Ramsey Road near the junction with Humberdale Way was becoming overgrown and encroaching onto the shelter. The Clerk advised that the shelter had been installed by the District Council some years previously but that the authority were not prepared to accept responsible for its future maintenance. Under the circumstances, the Clerk indicated that he would arrange for the Handymen to cut back the hedge.

109/19 OPEN ARMS PROJECT

Members were informed that information had been received from Care Network Cambridgeshire which had been established with grant from the National Lottery and South Cambs District Council to support local action for older residents. The organisation was available to attend community events and support initiatives locally but the Chairman

advised that the local Timebank scheme and the Day Centre were already liaising with the Care Network on the situation in Warboys.

110/19 CHRISTMAS LIGHTING

Members' attention was drawn to the receipt of correspondence from the Christmas Lighting Group on the arrangements proposed for the lighting display over the forthcoming Christmas period. The switch-on ceremony would take place on 30th November with the lighting remaining on from 4.00 p.m. to midnight until 5th January. The Parish Council had been requested to meet the cost of engaging a contractor to erect and remove the lighting at the Clock Tower and Christmas tree as in previous years for which provision had been made in the budget.

Mrs M Bucknell addressed Members on behalf of the Christmas Lighting Group to explain the difficulties that the Group had encountered in attempting to comply with the recently introduced County Council policy of attachments to lighting columns. Structural inspections now were required of lighting columns, with the persons erecting and disconnecting displays needing to have an appropriate electrical qualification. Mrs Bucknell advised that the Group had asked their contractor if their employees had the necessary qualification and could attach the displays to the lighting columns as well as at the Clock Tower and Christmas tree but a reply had yet to be received.

County Councillor Rogers indicated that he would investigate the situation. The Clerk pointed out that the new attachments policy would not apply to the lighting columns owned by the Parish Council at the Clock Tower and The Weir. In view of the lack of time before the displays were due to be installed, it was

RESOLVED

that the Clerk, after consultation with the Chairman, be authorised to liaise with the Lighting Group and to determine the level of expenditure by the Parish Council on the Christmas Lighting display in accordance with the budget provision.

(Councillor Mrs Wilcox left the meeting at this point in the proceedings.)

111/19 INSURANCE

The Clerk reported that Business Services at CAS Ltd had advised that they had negotiated a change in the insurance provided for the Parish Council and others under their brokering service. RSA would be replacing Zurich as the insurer with the premium based on the accumulated value of the Council's assets rather than an itemised inventory with individual valuations. As a result the Council would need to maintain a detailed inventory updated with replacement values to ensure that the combined total of the assets were in the correct band.

112/19 INVITATION TO MEETINGS AND EVENTS

Members considered a number of invitations to attend meetings and events, arising from which, it was

RESOLVED

- (a) that the Chairman and Councillors Mrs Cole and Mrs Tavener be authorised to attend the presentation ceremony to children completing the Summer Reading Challenge to be held at the Library on 19th September;
- (b) that Councillor Mrs Tavener be authorised to attend the AGM of the Connections Bus Project to be held at Histon on 14th October;
- (c) that the Clerk be authorised to attend the AGM of Cambridgeshire ACRE at Little Downham on 25th September;
- (d) that Councillor Parker and the Clerk be authorised to attend the Cambridgeshire Local Councils Conference 2019 to be held at Huntingdon on 8th November; and
- (e) that the invitation to attend the AGM of Cambridgeshire & Peterborough Branch of the CPRE at Madingley on 25th September be declined.

113/19 CORRESPONDENCE

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

(a) Countryside Voice

Summer 2019 edition published by CPRE

(b) Fieldwork

Summer 2019 edition published by CPRE

114/19 OPEN FORUM

The Clerk reported that there were no matters raised at the Open Forum following the previous meeting of the Council,

115/19 ACCOUNTS

The Clerk reported that the computer used for Council business had crashed over the weekend and had been collected by a Chess technician earlier that day to assess the extent of the problem. However Members were informed that the machine was now over 5 years

old and that it might not be economic to carry out repairs as opposed to the purchase of a replacement.

RESOLVED

(a) that the Clerk, after consultation with the Chairman, be authorised to arrange for the repair of the Council's computer or to purchase a replacement if necessary; and

(b) that the following accounts be approved:-

		£
M J Buddle	Salary – August 2019	1,067.71
W E Batterbee	Salary – August. 2019	1,070.96
R Edwards	Salary – August 2019	240.80
R Reeves	Salary – August 2019	1,017.33
HMRC	Tax & NIC –August 2019	1,530.35
Vodafone	Mobile phone contract (Timebank) (paid by direct debit)	10.40
E.ON	Electricity supply - Parish Centre (paid by direct debit)	101.00
E.ON	Gas supply – Parish Centre (paid by direct debit)	4.99
Chess ICT Ltd.	IT support – August (paid by direct debit)	131.99
Allstar	Fuel (paid by direct debit)	59.03
Earth Anchors	Slats to repair picnic bench	145.47
Tellett Engineering Consultants Ltd	Structural inspection – Youthie building	330.00
Landmark Chambers	Legal advice re. potential judicial review	1,800.00
Magpas	Grant for air ambulance	100.00
Premier Gas Services	Service of gas appliances – Parish Centre	144.00
Xerox UK Ltd	Photocopying charges	49.38
Ivan Barrett	Miscellaneous supplies	168.73

Balfour Beatty Living Places	Installation of pedestrian crossing lights	956.69
Zebrite Ltd	Pedestrian crossing beacons	8,400.00
PKF Littlejohn LLP	Annual audit fee	720.00
Ramsey Builders Merchants Ltd.	Miscellaneous supplies	104.45

116/19 BUDGETARY CONTROL

The Council received the budgetary control statement and the list of Parish Centre bookings for August 2019, copies of which had been circulated to all Members.

117/19 BELLWAY NOTICE

The Chairman reported that she had agreed to the admittance of the following item to the agenda as an early reply was required by the company involved.

The Clerk reported the receipt of an approach by Bellway Homes who wished to display a sign on the railings at The Weir opposite the SPAR in Mill Green advertising their development at The Furrows. Approval would be sought from the Council on the design of the sign which would be in situ for a period of 12 to 18 months. In return the company was prepared to offer a sum of £1,000 p.a. to the Council. The Clerk reported that he had advised the company to enquire whether permission was required from the District Council under the Advertisement Regulations.

RESOLVED

that the offer from Bellway Homes be accepted, subject to an assurance being provided that permission was not required under the Advertisement Regulations or that such permission had been obtained if necessary.

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

Chairman.