

# **WARBOYS PARISH COUNCIL**

Minutes of the Annual Meeting of **Warboys Parish Council** held on 17th May 2021 at the Parish Centre, Warboys.

## **PRESENT**

Dr S C Withams, Chairman.

Councillors Mrs J M Cole, R J Dykstra, D W England, Ms L A Gifford, S J Green, R A Payne, P S Potts, Mrs C L Sproats, Mrs S J Wilcox, G C M Willis and Mrs A R Wyatt.

## **ALSO IN ATTENDANCE**

County Councillor S J Corney  
District Councillor M W Haines.

## **APOLOGIES**

Apologies for absence were received on behalf of Councillors Mrs C Evans, Mrs M H Harlock and J A Parker and District Councillor G J Bull.

## **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed Councillors Mrs C L Sproats, S J Corney and M W Haines to their first meeting of the Parish Council as newly co-opted and elected Members of the Parish Council, Cambridgeshire County Council and Huntingdonshire District Council respectively. Following introductions, County Councillor Corney and District Councillor Haines indicated that they looked forward to working with the Parish Council and offered their help as representatives of their respective authorities.

The Chairman also expressed her appreciation for the assistance provided by former County Councillor T V Rogers during his term of office over the past four years. A letter of thanks had been sent to him on behalf of the Parish Council.

The Chairman also welcomed everyone on their return to face-to-face meetings for the first time since October 2020 following the relaxation of the pandemic lockdown rules and the Government's decision not to extend the temporary arrangements that enabled local authority meetings to be held remotely.

## **01/21 ELECTION OF CHAIRMAN**

Upon the motion of Councillor Potts and seconded by Councillor Ms Gifford, it was

## **RESOLVED**

that Councillor Dr S C Withams be elected Chairman of the Parish Council for the ensuing municipal year.

Councillor Dr Withams signed the declaration of acceptance of office as Chairman of the Council.

**Councillor Dr Withams in the Chair.**

**02/21 APPOINTMENT OF VICE CHAIRMAN**

Upon the motion of Councillor Potts and seconded by Councillor Payne, it was

**RESOLVED**

that Councillor J A Parker be appointed Vice Chairman of the Parish Council for the ensuing municipal year.

**03/21 MINUTES**

Upon being moved by Councillor Willis and seconded by Councillor Potts, the Minutes of the meeting held on 12th April 2021 were approved as a correct record and signed by the Chairman

**04/21 MEMBERS' INTERESTS**

Councillor England declared a disclosable pecuniary interest in Minute No. 17/21 (Purchase of land adjoining the A141) as he rented adjoining land. He had previously received a dispensation to speak but not vote on matters affecting the item.)

**05/21 MATTERS ARISING**

The Council considered the following matters arising from its meeting held on 12th April 2021:-

**(a) HRH Prince Philip, The Duke of Edinburgh**

Further to Minute No. 213/20, the Chairman expressed her appreciation to all involved in the response locally to the news of the death of The Duke of Edinburgh and in arranging the civic service to commemorate his life and service to the country which had been held on 16th April. Due to ongoing pandemic restrictions, the Chairman explained that the Book of Condolence would be circulated in the coming weeks to enable Members to record their entries in memory of His Royal Highness.

**(b) 66 High Street**

Further to Minute No. 217/20(a), the Clerk reported that there was little sign of progress being made between the owner of 66 High Street and the District Council's Conservation Officers with regard to the refurbishment of the property.

**(c) Bellway Homes**

Further to Minute No. 217/20(b), the Clerk reported that he had spoken recently to a representative of Bellway Homes regarding the condition of the footpath built by the company through Jubilee Park and the possible installation of a gate at the boundary between the park and the Bellway development. It had been hoped that a proposal would be received prior to the meeting but this had not arrived.

The Clerk also reported that the safety report following an inspection of the Council's play equipment undertaken recently by PlaySafety Ltd. had identified that the agility rope walk relocated by Bellway because of its proximity to the new path was unsafe because the posts were not secure on the ground. The report had been referred to Bellway with a request that the necessary remedial work be undertaken.

To avoid any further delay when the proposals regarding the footpath and gate were received from Bellway, it was

**RESOLVED**

that the Clerk be authorised to determine the Council's response to the company after consultation with Councillor Willis.

**(d) Sports Holiday Club Proposal**

Further to Minute No. 217/20(c), the Clerk reported that he had now been informed by the Sports and Social Club that they were unable to assist with indoor accommodation in the event of bad weather during the planned sports holiday club in the week commencing 23rd August. An enquiry had therefore been made as to whether the Warboys Primary Academy could be made available in the week proposed and a reply was awaited.

**(e) Bridleways**

Further to Minute No. 217/20(f), Members were informed that little progress was being achieved towards the creation of a permissive bridleway to link bridleways 17 and 18 and that the County Farms Estate had now asked for a written proposal to be submitted by the Parish Council after 15 months had elapsed since the request had first been submitted.

**(f) Connections Bus Project**

Arising from Minute No. 217/20(g), the Clerk informed Members that the Connections Bus Project would be commencing their new Friday evening activities for youngsters at Adams Lyons playground with effect from 21st May. A letter had been sent by the Clerk to nearby residents to inform them that this would be occurring until visits by the Connections Bus itself could be resumed when the pandemic restrictions were lifted further.

**(g) Police Report – Damage to Chimes**

Further to Minute No. 221/20, the Clerk reported that he had been advised by Caloo that they were unable to supply replacement parts for the musical chimes that had been vandalised at Adams Lyons playground. The replacement cost of a similar unit was estimated by the company at £1,200 plus a minimum £1,245 installation charge.

Under the circumstances, the Clerk indicated that he had reported the damage on line to the Police to obtain a crime number and would submit a claim to the Council's insurers. The outcome of the claim would be reported to the meeting of the Leisure Areas Committee to be held in June when a decision could be made as to whether the equipment should be replaced.

**(h) Traffic Working Party**

Further to Minute No. 223/20, Members were informed that a scheduled meeting of the Traffic Working Party due to be held on 12th May had had to be cancelled and would be re-arranged in the near future.

**(i) Mahaddie Way**

Further to Minute Nos. 224/20 and 225/20, Councillor Green advised that there had been no further complaints since the previous meeting about excessive traffic speeds at the Mahaddie Way estate. The Clerk indicated that he would ask the Handymen to expedite the installation of the two litter bins at the estate.

**(j) Highways Update**

Further to Minute No. 226/20, the Clerk reported that the Police had responded to the request for speed enforcement in Fenton Road by indicating that they did not accept data supplied by Community Roadwatch and that they had referred the request to the Police Speedwatch Co-ordinator. Members were advised that further data containing information about vehicles exceeding the speed limit in Fenton Road and Station Road had been received subsequently from a resident obtained from Community Roadwatch equipment. The resident had again requested that the Parish Council use the data to request the Police to undertake enforcement action. The Police's position had been explained to the resident and the information supplied had been forwarded by the Clerk to Councillor Green in his role as the interim local Speedwatch Co-ordinator.

With regard to the implementation of the Local Highway Initiative scheme approved for Ramsey Road in 2020/21, the Clerk reported that he had been informed by County Highways that the wrong gateway signs had been delivered in recent weeks and that the correct equipment was awaited.

In terms of the proposed improvements to the crossing of the A141 to access the land to be purchased by the Parish Council, a Highways Project Officer had replied to indicate that they were unwilling to discuss any proposals with the Parish Council and that the only way for any improvements to be undertaken were through either a successful Local Highways Initiative bid or a Privately Financed Highway

Initiative scheme. Notwithstanding the fact that the Parish Council had commissioned a feasibility study from TMS Traffic Consultants as recommended by Highways, the Project Officer had advised that both a LHI and PFHI scheme would involve Highways undertaking their own feasibility study which the Parish Council would have to fund. As a gesture of goodwill, Highways had indicated that they would not charge for any work that they had undertaken to date.

The Clerk advised that he would continue to try to liaise with Highways to expedite improvements as, based on recent experience, if an LHI bid was submitted in the next programme for 2022/23 it was unlikely, if successful, for any work to be implemented by the County Council until 2023/24.

County Councillor Corney and District Councillor Haines remarked on similar difficulties that they had experienced previously in dealing with County Highways Officers in their roles as Members of Ramsey Town and Pidley-cum-Fenton Parish Councils respectively.

**(k) Greener Futures**

Further to Minute No. 227/20, the Clerk reported that he and Councillor Willis had met representatives of Greener Futures at a liaison meeting on 11th May, a report of which would be submitted to the next meeting of the Council.

**(l) VE Day – Commemorative ‘Tommy’**

Arising from Minute No. 231/20, the Chairman drew attention to the installation of a ‘Tommy’ commemorative figure at the War Memorial garden over the weekend of VE Day earlier in the month. The figure would be installed again for VJ Day in August and Armistice Day and Remembrance Sunday in November each year.

**(m) NHS, Social Care and Frontline Workers Day**

Further to Minute No. 232/20, the Chairman advised that it had been possible to locate a flag for sale that displayed thanks to both NHS staff and frontline workers for display on the day of recognition for their efforts during the pandemic on 5th July. Councillor Mrs Wyatt reported that a discussion also had taken place at a recent meeting of the Community Association as to what activities could be undertaken on the day that accorded with pandemic restrictions.

**(n) Vaccinations in Warboys**

Further to Minute No. 235/20, it was reported that Covid-19 vaccinations were due to begin being delivered to members of the public on 18th May at Wards of Warboys.

**(o) County Broadband**

Arising from Minute No. 237/20, Councillor Payne suggested that Members revisit their decision not to invite a representative of County Broadband to speak to the Council about the company’s plans to install fibre broadband in the village as he felt that this provided an opportunity for an improved level of service for

households and businesses. In response, the Chairman explained the reasons for the Council's decision at the previous meeting and Members reiterated their previous views on the matter.

**(p) Replacement Parish Centre**

Further to Minute No. 238/20, Members were reminded that a public exhibition of the plans for the replacement of the Parish Centre would be on display at the existing building on 18th and 22nd May for comment.

**06/21 APPOINTMENT OF COMMITTEES**

**RESOLVED**

- (a) that Members be appointed to Committees for the ensuing municipal year as follows:-

**Allotments Committee**

Councillors Mrs J M Cole, R J Dykstra, Mrs C Evans, Ms L A Gifford, Mrs M H Harlock, J A Parker, P S Potts, Mrs C L Sproats, Mrs S J Wilcox and Dr S C Withams.

**Finance and General Purposes Committee**

Councillors Mrs J M Cole, R J Dykstra, D W England, Mrs C Evans, Ms L A Gifford, S J Green, Mrs M H Harlock, J A Parker, P S Potts, Mrs C L Sproats, Mrs S J Wilcox, G C M Willis, Dr S C Withams and Mrs A R Wyatt.

**Leisure Areas Committee**

Councillors Mrs J M Cole, R J Dykstra, Mrs C Evans, Ms L A Gifford, S J Green, Mrs M H Harlock, J A Parker, R A Payne, P S Potts, Mrs C L Sproats, Mrs S J Wilcox, G C M Willis, Dr S C Withams and Mrs A R Wyatt.

**Planning Committee**

Councillors Mrs J M Cole, D W England, Mrs C Evans, Ms L A Gifford, S J Green, Mrs M H Harlock, J A Parker, P S Potts, Mrs C L Sproats, Mrs S J Wilcox, G C M Willis, Dr S C Withams and Mrs A R Wyatt.

**Rights of Way Committee**

Councillors Mrs J M Cole, R J Dykstra, Mrs C Evans, Ms L A Gifford, S J Green, Mrs M H Harlock, J A Parker, P S Potts, Mrs C L Sproats, Mrs S J Wilcox, Dr S C Withams and Mrs A R Wyatt.

### **Employment Panel**

Councillors Mrs J M Cole, D W England, P S Potts and Mrs S J Wilcox.

### **Appeals Panel**

Councillors R A Payne, P S Potts and Dr S C Withams.

### **Hearings Panel**

Three Members to be appointed by the Clerk on an ad hoc basis.

### **Appointments Panel**

Councillors Mrs J M Cole, R A Payne, Dr S C Withams and Mrs A R Wyatt.

- (b) that Mr P Bellamy and Mrs F Dykstra be co-opted to the Allotments Committee in a non-voting capacity to represent the Allotments Association;
- (c) that Ms K Simpson be co-opted to the Rights of Way Committee in a non-voting capacity to represent horse riders;
- (d) that Mr M Croucher be co-opted to the Leisure Areas Committee in a non-voting capacity to represent sports clubs; and
- (e) that Members be appointed to working groups for the ensuing municipal year as follows:-

### **Parish Centre Replacement Working Party**

Councillors S J Green, R A Payne and Dr S C Withams.

### **Timebank Working Party**

Councillors J A Parker and Dr S C Withams, together with Mrs M P Bucknell.

### **Traffic Working Party**

Councillors S J Green, R A Payne and G C M Willis together with members of the public'

### **The Weir Working Party**

Councillors Mrs J M Cole, D W England, R A Payne and Dr S C Withams, together with Mr R Posey.

### **Allotments Liaison Group**

Councillors Mrs J C Cole, Ms L A Gifford and J A Parker.

## **Greener Futures Liaison Group**

Councillors Mrs C Evans, Mrs M H Harlock, Mrs C L Sproats and G C M Willis.

### **07/21 REPRESENTATION ON OUTSIDE ORGANISATIONS**

A report was circulated by the Clerk with regard to representation on outside organisations.

Councillor Potts advised that he had written summaries of Council meetings for the Ramsey and District Reporter for the past three years and asked if another Member would be prepared to undertake the task but there were no volunteers to replace him. Under the circumstances, it was left for the Clerk to send summaries to the Informer when publication resumed.

With regard to the position of Tree Warden, Members were informed that the scheme had been initiated by the District Council who used to employ a Tree Warden Co-ordinator who supplied information, advice, tree planting packs etc. However the post holder had been made redundant by the District Council some two years previously and support was no longer provided by that authority.

### **RESOLVED**

- (a) that appointments/nominations be made to outside bodies and roles for the ensuing municipal year as follows:-

<b>Organisation</b>	<b>Representative</b>
Warboys Community Association	Cllrs Ms L A Gifford and Mrs M H Harlock
Warboys Old Village Board School Trust (until 2024)	Cllr J A Parker
Warboys Day Centre Management Committee	Cllrs Mrs M H Harlock and A A Parker
Tree Warden	Cllr J A Parker
Warboys Landfill Liaison Group	Cllrs Mrs J M Cole & D W England (dep. the Clerk)
Combined Heat & Power Plant Site Liaison Committee	Cllrs Mrs J M Cole & D W England (dep. the Clerk)
Red Tile Wind Farm Trust Fund Ltd.	Cllrs Mrs J M Cole, R A Payne and

Mrs A R Wyatt

Ramsey Area Parish Initiative

Cllrs Mrs M A  
Harlock & Mrs A R  
Wyatt

White Hart Bowls Club

Cllr Mrs A R Wyatt

- (b) that the Clerk be requested to establish whether Councillor Parker considered it worthwhile for the Council to continue with the position of Tree Warden.

### **08/21 ATTENDANCES BY COUNCILLORS**

Members noted a report by the Clerk (a copy of which had been circulated) listing attendances by Members at meetings of the Council and committees in the previous municipal year in both actual and percentage terms during that time.

Councillor Willis pointed out that he had been absent from meetings on occasion as he had been speaking on behalf of the Parish Council in support of planning recommendations at meetings of the District Council's Development Management Committee. The Clerk undertook to ensure that this was reflected in future annual reports if the same situation occurred.

### **09/21 ELECTION RESULTS**

Members were apprised of the results of the elections held on 6th May. Councillor S J Corney had been elected to represent the Warboys & The Stukeleys Electoral Division of Cambridgeshire County Council and Councillor M W Haines for the Warboys Ward of Huntingdonshire District Council.

### **10/21 PLANNING COMMITTEE**

#### **RESOLVED**

that the Minutes of the meeting of the Planning Committee held on 12th April 2021 be received.

### **11/21 POLICE REPORT**

Attention was drawn to the information on crimes recorded in the Parish contained in the weekly updates provided by the Police and forwarded by the Clerk to Members. Particular reference was drawn to the announcement by the Police of the discovery of a major find of cannabis that was being grown at a unit at the Airfield Industrial Estate.

## **12/21 REQUEST FOR FINANCIAL ASSISTANCE**

The Clerk submitted a request for financial assistance from Cambridgeshire Libraries towards the costs to be incurred in organising the Summer Reading Scheme in the school holidays which would be open to youngsters in the village at Warboys Library. Members commented on the success of previous schemes which had been very popular with young children.

A request for financial support had been received from Community Roadwatch towards their work in monitoring traffic speeds locally. Members were reminded that the data obtained from the equipment used by the organisation was unacceptable to the Police.

Members were informed that, as few events were likely to be taking place during Feast Week in July due to the continuing impact of the pandemic, the Community Association planned to organise Best Kept Allotment and Best Front Garden Container competitions and had asked if the Council would offer a grant to provide the prize money.

### **RESOLVED**

- (a) that a grant of £125 be made to Cambridgeshire Libraries towards the Summer Reading Scheme in Warboys in the forthcoming school summer holidays;
- (b) that the request by Community Roadwatch for financial assistance be refused; and
- (c) that a grant of £75 be made to the Community Association to provide the prize money for the competitions to be organised during Feast Week.

## **13/21 OPEN FORUM**

The Clerk reported that the only matter raised at the Open Forum following the previous meeting of the Council had been a request to remove the painted stones that had been deposited by children outside the Primary Academy as a 'Warboys snake' during the pandemic lockdowns. The paint had subsequently been washed away and the stones now appeared untidy. The Clerk reported that he had referred the matter to the Academy who had responded to state that as the stones were on the highway outside the school, it was not their responsibility to arrange for their removal. Under the circumstances, the stones had been collected by the Handymen and disposed of.

## **14/21 ACCOUNTS**

Members were reminded that the contracts of employment for the Council's employees made provision for them to be paid on the Tuesday following the second Monday of the month. As the Annual Meeting had been delayed by one week until the roadmap out of lockdown restrictions permitted meetings to be held in person following the termination of remote meeting arrangements, a number of payments had already been made prior to the meeting.

Upon being moved by Councillor Mrs Wilcox and seconded by Councillor Payne, it was

**RESOLVED**

(a) that the following accounts be approved:-

		£
R Reeves	Reimbursement – Zoom subscription	14.39
R Reeves	Reimbursement – Dyofix for Weir	72.00
R Reeves	Reimbursement – Unknown Tommy figure	201.00
R Reeves	Reimbursement – Mourning ribbons	60.00
Vodafone	Mobile phone contract (Timebank) (paid by direct debit)	10.28
E.ON	Electricity supply - Parish Centre (paid by direct debit)	65.00
E.ON	Gas supply - Parish Centre (paid by direct debit)	93.00
Chess ICT. Ltd	IT support – April (paid by direct debit)	136.66
Allstar	Fuel (paid by direct debit)	70.66
Total Gas & Power	UMS 1 street lighting electricity supply - April	5.40
Total Gas & Power	UMS 3 street lighting electricity supply – April	4.91
ESPO	Miscellaneous supplies	76.50
Playsafety Ltd.	Playground safety inspections	397.80
East Anglia’s Children’s Hospices	Grant	100.00
R Bateman	Materials for allotments notice board	78.00
Ramsey Builders Merchants Ltd.	Timber	35.50
Lawyers in Local Government	Annual subscription	50.00
Balfour Beatty	Street lighting maintenance contact	144.90

Living Places Ltd.	Quarter 3	
Mr O Singh	Refund of allotment deposit	25.00
(b) that payment of the following accounts prior to the meeting be endorsed:-		
M J Buddle	Salary – April 2021	1,089.52
W E Batterbee	Salary – April 2021	1,088.72
R Edwards	Salary – April 2021	139.20
R Reeves	Salary - April 2021	1,045.58
Mrs N Everett	Salary – April 2021	486.30
HMRC	Tax & NIC – April 2021	1,553.57
Source for Business (formerly Cambridge Water)	Water supply – Allotments	170.06

#### **15/21 BUDGETARY CONTROL**

The Council received the budgetary control statements for April 2021 and the 2020/21 interim closedown, together with the list of Parish Centre bookings for that month and the bank reconciliation statement for the fourth quarter of 2020/21 copies of which had been circulated to all Members.

#### **16/21 EXCLUSION OF PUBLIC**

##### **RESOLVED**

that the public be excluded from the meeting for consideration of the following item on the grounds that it contained information relating to the terms for the purchase of land.

#### **17/21 PURCHASE OF LAND ADJOINING A141**

Further to Minute No. 217/20(e), the Clerk submitted a report (copies of which had been circulated) containing a summary of the Heads of Agreement for the purchase of land adjoining the A141.

##### **RESOLVED**

that the Council’s Solicitors be informed that the terms of the proposed Heads of Agreement are acceptable.

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

Chairman.