

# **WARBOYS PARISH COUNCIL**

Minutes of a virtual meeting of **Warboys Parish Council** held remotely on 12th April 2021.

## **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, S J Green, Mrs M H Harlock, J A Parker, P S Potts, G C M Willis and Mrs A R Wyatt.

## **IN ATTENDANCE**

Mrs C Sproats.

## **APOLOGIES**

Apologies for absence were received on behalf of Councillors R A Payne and Mrs S C Wilcox and District Councillor G J Bull.

## **213/20 HRH PRINCE PHILIP, THE DUKE OF EDINBURGH**

The Chairman referred to the death of HRH Prince Philip, The Duke of Edinburgh on 9th April and those in attendance at the meeting observed a minute's silence in his memory.

Members were informed that Operation Forth Bridge had been implemented by the Chairman and Clerk upon hearing the news in accordance with the protocol previously approved by the Council. However the measures proposed had had to be amended later that day following the receipt of information disseminated by the Lord Lieutenant's Office. A special front page for the Council's website and Facebook account had been posted and an on-line Book of Condolence made available on the website. A separate book for Members to sign personally would be made available when circumstances permitted.

A request had been made by the Royal Family for there to be no floral tributes laid but for donations to be made if people so wished. The Chairman reported that the Union Flag would be flown at half mast until 08:00 on the day after the funeral which would be held on 17th April.

Members were informed that arrangements were being made for a Civic Service to be held at the Church of St Mary Magdalene on Friday 16th April at 6.00 p.m. With attendances limited in number by the Covid-19 pandemic, the Clerk reported that he would be circulating an invitation early on the day following the meeting and Members were asked to respond to advise whether it was their intention to attend.

## **214/20 MINUTES**

Upon being moved by Councillor Parker and seconded by Councillor Dykstra, the Minutes of the meeting held on 8th March 2021 were approved as a correct record.

## **215/20 MEMBERS' INTERESTS**

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

## **216/20 CO-OPTION OF COUNCILLOR**

Further to Minute No. 187/20, Members noted that the necessary 10 people had not requested an election to be held to fill the current vacancy on the Council arising from the death of former Councillor Mrs J E Tavener.

Following the invitation of expressions of interest in co-option to the Council, the Chairman reported that three members of the public had responded, details of whom had been circulated. One person had subsequently withdrawn his expression of interest and the Chairman welcomed the remaining two persons to the meeting and invited them to introduce themselves to Members.

After they had done so, both persons were proposed and seconded for co-option and, after a vote had been taken by roll call, it was

## **RESOLVED**

- (a) that Mrs C Sproats be co-opted to the Council on the satisfactory completion of the pro forma certifying that she is eligible to become a councillor; and
- (b) that the need for Mrs Sproats to sign a declaration of acceptance of office in the presence of the Clerk before she could become a councillor be noted.

(Mrs Sproats was congratulated by the Chairman on her co-option and she remained in the meeting for the remainder of the business conducted.)

## **217/20 MATTERS ARISING**

The Council considered the following matters arising from the minutes of the meeting held on 8th March 2021:-

### **(a) 66 High Street**

Further to Minute No. 188/20(a), the Clerk advised that he had nothing further to report at the present time.

### **(b) Bellway Homes**

Further to Minute No. 188/20(f), the Clerk reported that he had yet to receive a reply from Bellway Homes concerning the final surface material to be used in the footpath created by the company through Jubilee Park and the possibility of a gate being installed where the footpath entered the park. However the company had now relocated the play equipment that had been too close to the footpath.

No further information had been received with regard to the investigations being undertaken by the County Council's Sustainable Drainage Section into the collapse of the culvert at the rear of properties in Madecroft carrying surface water from the Bellway development.

**(c) Sports Holiday Club Proposal**

Further to Minute No. 188/20(g), the Clerk reported that Finding Fitness Ltd had advised that they would be able to run a sports holiday club in Warboys in the week commencing 23rd August from 09:30 to 15:30 hours each day from Monday to Friday. Members were informed by the Clerk that he was checking the availability of the Sports and Social Club that week in the event of bad weather and the capacity of the premises if the children taking part had to be moved indoors.

**(d) Request for Financial Assistance**

Further to Minute No. 188/20(i), the Clerk reported that, in the absence of a reply from the Service for Emergency Response Volunteers Suffolk and Cambridgeshire, it would not be possible to pay the grant approved by the Council towards the work of the organisation.

**(e) Purchase of Land Adjoining A141**

Further to Minute No. 191/20, Members were informed that Messrs Leeds Day had been instructed to act on behalf of the Council in the acquisition of land adjoining the A141 and the transaction was proceeding.

**(f) Bridleways**

Further to Minute No. 200/20, the Clerk reported that he was still awaiting an answer from the County Farms Estate regarding the procedure for creating a permissive bridleway to link bridleways 17 and 18.

**(g) Connections Bus Project**

Arising from Minute No. 203/20, the Clerk reported that the Connections Bus Project had asked if they could use Adams Lyons Playground for the resumption of their Friday evening sessions in Warboys with a small vehicle and gazebo to work with youngsters from the village. They had advised that as youngsters would be outside when attending the new venture until visits by the Connections Bus itself could resume, the Library car park was unsuitable for the types of activities that could be provided.

The sessions would operate from 7.00 p.m. to 8.30 p.m. on Fridays which was the only time available for the youth workers to visit Warboys and they had given an undertaking to ensure that no other vehicles entered the playground other than the small van which they would be using.

**RESOLVED**

that the Connections Bus Project be permitted to use the playground for their Friday evening visits to Warboys and the situation kept under review in the event of any problems arising.

## **218/20 PLANNING COMMITTEE**

### **RESOLVED**

that the Minutes of the meeting of the Planning Committee held on 8th March 2021 be received.

## **219/20 ALLOTMENTS COMMITTEE**

### **RESOLVED**

that the Minutes of the meeting of the Allotments Committee held on 15th March 2021 be received.

## **220/20 FINANCE AND GENERAL PURPOSES COMMITTEE**

### **RESOLVED**

that the Minutes of the meeting of the Finance and General Purposes Committee held on 15th March 2021 be received.

## **221/20 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.

The Clerk reported on damage to the musical chimes at Adams Lyons Playground as a result of vandalism. One of the strikers was missing and one of the chimes had been forcibly removed with the brackets twisted. Enquiries were being made with the suppliers in the hope that replacement parts could be obtained and fitted.

## **222/20 REPORTS BY COUNTY AND DISTRICT COUNCILLORS**

Members noted that neither County Councillor Rogers nor District Councillor Bull had been able to attend the meeting.

It was understood that Councillor Rogers would not be standing for re-election to the County Council at the election to be held on 6th May and the Clerk indicated that he would write to Councillor Rogers expressing the Council's appreciation for his work in representing the Parish during his term of office.

## **223/20 TRAFFIC WORKING PARTY**

The report of the meeting of the Traffic Working Party held on 17th March 2021 (copies of which had been circulated) was noted.

Members were informed that Cambridgeshire Constabulary's new Speedwatch Co-ordinator had started in post after Easter. As she was a resident of Warboys, it was hoped that she would be able to give priority to training volunteers from the village to

enable the local team to resume monitoring sessions when these were permissible in the roadmap out of lockdown.

Councillor Green reported that he hoped to encourage residents who were raising concerns about traffic speeds in the village to help with Speedwatch and that he would be contacting one of the candidates for election to the District Council on 6th May who had referred to his involvement in Lorrywatch at Pidley in his campaign leaflet.

### **224/20 MAHADDIE WAY**

Further to Minute No. 196/20, the Clerk reported that he was continuing to receive e-mails from residents of the Mahaddie Way estate about various concerns that had been raised with David Wilson Homes or seeking advice on matters such as highways, drainage and open spaces. A resident who had asked if she could address the Council on the matter had been advised that this item would be on the agenda but she was not present at the meeting.

### **225/20 MAHADDIE WAY – LITTER BINS**

Further to Minute No. 188/20(d), the Clerk reported that David Wilson Homes had been unwilling to install litter bins of the type used by the Parish Council in Mahaddie Way as they considered them too expensive. They had offered to provide three much cheaper post mounted bins if these were emptied by the Council. The Clerk had advised the company that these would not be sufficiently robust and as a result the company had agreed to contribute a sum of £150 towards the installation by the Council of two ground mounted litter bins. Members were informed that the work would be undertaken shortly by the Handymen.

### **226/20 HIGHWAYS UPDATE**

A report, copies of which had been circulated, was submitted by the Clerk updating the Council on various matters affecting highways in the Parish.

Members were informed that the County Council had finally arranged for an advance warning sign to be installed in Fenton Road under the 2019/20 Local Highway Improvement programme. One of the village gateway signs also had been secured after having been blown over in the recent high winds. Despite the traffic calming that had been installed, the Clerk reported that a Fenton Road resident recently had supplied the results of a traffic monitoring exercise showing that some motorists were still exceeding the speed limit. The resident also had requested Police monitoring of traffic speeds, the installation of speed cushions and the purchase of an SID camera. The Clerk reported that the traffic monitoring information had been forwarded to the Police to ask for their assistance but that the other issues would have to be deferred until the next LHI bidding round.

With regard to the LHI approval for 2020/21, the Clerk reported that he still had not been notified by the County Council when the 40 mph buffer zone and village gateway signs would be installed.

The Clerk reported that the bid for further traffic calming measures in Ramsey Road was one of only three applications refused by the County Council in the 2021/22 Programme. Further correspondence had since been received from residents in Ramsey

Road complaining about the speed and volume of traffic and the Clerk had advised them to contact the County Council direct as there was little further that the Parish Council could do at the present time.

With regard to the pedestrian access to the field adjoining the A141 that the Council had agreed to purchase, the Clerk reported that he had asked for a meeting with County Council highway officers. However a reply had been received indicating that the County officers would need to meet first and this had yet to be arranged.

In terms of the possible installation of a pedestrian crossing in Church Road to access Adams Lyons Playground, a reply had been received from highway officers to the effect that this might be feasible but that a speed survey and feasibility study would have to be undertaken first.

The Clerk reported that he would continue to liaise with highway officers and would report on the arrangements for LHI programme bids for 2022/23 when the information had been received from the County Council.

### **227/20 GREENER FUTURES LIAISON MEETING**

The notes of a liaison meeting with representatives of Greener Futures held on 30th March 2021 were received, copies of which had been circulated.

Councillor Willis mentioned that Greener Futures had enquired about the possibility of using land at the allotments as a tree nursery and the Clerk reported that he would submit a report on the matter to a future meeting.

### **228/20 SPORTS PROVISION**

(Councillor England declared a disclosable pecuniary interest in the following matter but had already been granted a dispensation to speak but not vote on matters relating to the Sports Field.)

Members were informed that the Chairman and Clerk had met the chairman of both the St Ives and Warboys Cricket Club and the Table Tennis Club. The chairman had contacted the Council to explore the possibility of better liaison with the sports clubs in the village and to highlight the contribution that they made to village life. The chairman of the clubs had also addressed Members at the Open Forum following the previous meeting of the Council

Following the meeting, the chairman had convened a meeting of the various clubs that played at the Sports Field and he had been nominated by them as their spokesperson with the Council. Under the circumstances, the Clerk submitted a report (copies of which had been circulated) acknowledging that sport had been rarely discussed at Parish Council meetings in the past as both the Sports Field and White Hart bowling green were in private ownership.

As representatives of other organisations had been co-opted to the Allotments and Rights of Way Committees, Members were invited to consider an expansion of the terms of reference of the Leisure Areas Committee to include sports provision and to co-opt a representative of the clubs to the committee.

**RESOLVED**

- (a) that the terms of reference of the Leisure Areas Committee be expanded to include matters relating to the provision of facilities and the playing of sport in Warboys; and
- (b) that Mr M Croucher be co-opted to the Leisure Areas Committee.

### **229/20 TOUR OF CAMBRIDGESHIRE**

Members were informed that planning was underway for the Tour of Cambridgeshire cycle race to take place over the weekend of 24th to 26th September. The route was expected to be the same as the last race in 2019 which would involve passing through part of the Parish in Puddock Road.

### **230/20 PUBLIC TOILET**

A report (copies of which had been circulated) was submitted by the Clerk following a request from a parent for a toilet to be provided in Adams Lyons playground for particular use by children.

Members were reminded how busy the playground had been since the end of the first pandemic lockdown as few other outlets had been available for families for many months. Despite a notice at the gate asking families not to bring food and drink to the playground at the moment, the Clerk reported that it was apparent that this was being ignored by some who were using the playground for family outings. It was also thought that families were travelling to Warboys to use the playground due to its popularity, all of which might have contributed to the reason for the request.

Information was presented in the report about the various types of public toilet that could be installed. However it was probable that any type of facility would be a target for vandalism and likely to lead to complaints from neighbours. Many councils had ceased providing public toilets for those reasons and the high cost of maintenance. Attention also was drawn to the Council's financial commitments elsewhere in terms of the replacement of the Parish Centre and the purchase of land.

### **RESOLVED**

that no further action be taken and the reasons for the Council's decision explained to the person who had submitted the request.

### **231/20 VE DAY – COMMEMORATIVE TOMMY**

Members were reminded that it had not been possible to undertake the extensive programme of events to commemorate the 75th anniversary of VE day in 2020. The Royal British Legion had referred to the approach of this year's anniversary and drawn attention to their range of 'Tommy' commemorative figures manufactured by Royal British Legion Industries for display on VE Day and other suitable occasions.

The Clerk reported that the owners of the War Memorial garden had confirmed that they had no objection to a figure being displayed in the garden on suitable occasions and the Warboys Branch of the Legion supported the idea.

It was therefore

## **RESOLVED**

that a commemorative ‘Tommy’ figures be purchased for display in the War Memorial garden on suitable occasions.

### **232/20 NHS, SOCIAL CARE AND FRONTLINE WORKERS DAY**

Members’ attention was drawn to an approach from the National Pageantmaster for councils to recognise NHS, Social Care and Frontline Workers’ Day on 5th July by leading a two minutes silence at 11.00 a.m. and the Nation’s Toast at 1.00 p.m. as a tribute to those working in the NHS, Social Care and key workers and to remember those who have passed away due to the pandemic.

Councillor Mrs Wyatt reported that this would be discussed at a meeting of the Community Association later in the week and that she would advise the Council of the outcome with a view to publicising any arrangements for Warboys.

### **233/20 FEAST WEEK**

The Clerk reported that he had contacted Thurstons about the return of the funfair to Warboys during Feast Week and that he had been informed that if the roadmap out of lockdown progressed as expected, they should be able to visit Warboys again in the week commencing 25th July.

Councillor Potts had also made arrangements with the Royal Oak for the Feast Week band concert to take place at the public house on the afternoon of 25th July.

### **234/20 MEETINGS OF THE COUNCIL**

Further to Minute No. 205/20, a report was submitted by the Clerk (copies of which had been circulated) on meetings of the Council as lockdown restrictions were lifted.

Members were informed that the Government had announced that the Regulations that permitted virtual meetings of local authorities would not be extended beyond 7th May 2021. However the roadmap out of lockdown would not enable the Parish Centre to be open for meetings until 17th May which meant that the Annual Meeting of the Council on 10th May could not be held on that date. A number of options suggested by the Government to overcome the situation were considered inappropriate, as a result of which it was

## **RESOLVED**

- (a) that the Annual Meeting of the Council be deferred until 17th May and held in the Hall at the Parish Centre at the usual time of 7.00 p.m.;
- (b) that no provision be made for the meeting to be broadcast to the public;
- (c) that it be noted that the changes made to Standing Orders at the meeting held on 13th July 2020 shown in blue in the document to enable remote meetings will lapse on 7th May 2021;

- (d) that the Annual Parish Meeting be held on 26th May as previously agreed;
- (e) that the monthly subscription to Zoom be continued for six months and reviewed at the end of that period; and
- (f) that the Clerk be authorised, after consultation with the Chairman and Vice Chairman, to pay the salaries to employees as normal on the second Monday of the month in May.

### **235/20 VACCINATIONS IN WARBOYS**

Members were informed that it was hoped that Wards of Warboys would be able to begin delivering Covid-19 vaccinations in the near future with the help of volunteers to assist in the arrangements. The Clerk drew attention to a request from the volunteers involved for assistance with outdoor equipment and refreshments. A number of Members referred to the delivery of vaccinations elsewhere where volunteers were being supported locally. However in the absence of further information about how the arrangements might operate in Warboys and the specific support requested, Members felt unable to decide whether assistance should be provided by the Council.

### **236/20 REQUEST FOR FINANCIAL ASSISTANCE**

Following consideration of a request from East Anglia's Children's Hospices for financial assistance towards the work of the organisation and having been advised that this was an organisation that was regularly supported by the Council, Members

#### **RESOLVED**

that a grant of £100 be made to EACH.

### **237/20 COUNTY BROADBAND**

The Clerk reported that both he and the Chairman had received correspondence from County Broadband about a proposal to install fibre cable in Warboys to improve broadband services. A representative of the company had requested an opportunity to address the Council to explain the process to make Members aware of the scheme. It seemed that the occupiers of 50% of the properties in the Parish had to express an interest in the idea for this to move forward. The company would then require 25% of the property owners to pre-register to receive broadband from them for a minimum of 2 years to enable them to install the necessary infrastructure. Information on the monthly subscription cost for those receiving the service had not been made known at this stage.

Whilst acknowledging that there might be a need for improved broadband services in the Parish, Members felt that this was a commercial proposal with which the Council could not become involved.

#### **RESOLVED**

that no action be taken to arrange a meeting for County Broadband to address Members.

## **238/20 PARISH CENTRE REPLACEMENT**

Further to Minute No. 188/20(h), Members considered revised plans for the replacement of the Parish Centre that had been made by the Council's Architects in response to comments on earlier versions. The plans had been considered by the working party and had been presented to Members by the Architects at an informal meeting on 7th April.

In considering the revised plans, a number of suggestions were raised by individual Members including the siting of the bar in relation to the main hall and whether it was appropriate to serve both sections of the hall if divided for separate activities. It was suggested that a larger window in meeting room 3 would enable more spectators to view activities in the hall and that if a partition wall was erected between meeting room 1 and the hall, this would increase the capacity of the hall if the need arose.

Members questioned the size of the hall and meeting rooms and whether there was sufficient capacity to accommodate the population of the village, particularly when a stage was used for performances which would reduce capacity in the hall. While the numbers that could be accommodated for fire safety purposes would depend upon several factors, it was suggested that the rooms were significantly larger than those in the existing building and that any further increase in size would add to the overall costs.

The Chairman indicated that the suggestions would be considered by the working party and Members were informed that arrangements would now be made for a public exhibition of the proposals at the Parish Centre on 18th and 22nd May to enable the public to view the plans.

## **239/20 INVESTMENT STRATEGY**

As recommended by the Finance and General Purposes Committee, it was

### **RESOLVED**

that the Council's Investment Strategy be approved as submitted for 2021/22.

## **240/20 OPEN FORUM**

The Clerk reported that the only matter raised at the Open Forum following the previous meeting of the Council had been the question of sports provision in Warboys which had been discussed earlier in the meeting.

## **241/20 ACCOUNTS**

Upon being moved by Councillor Parker and seconded by Councillor Ms Gifford, it was

### **RESOLVED**

that the following accounts be approved:-

£

For inclusion in the accounts for 2020/21 -

M J Buddle	Salary – March 2021	1,140.38
W E Batterbee	Salary – March 2021	1,137.58
R Edwards	Salary – March 2021	129.60
R Reeves	Salary - March 2021	4,045.58
Mrs N Everett	Salary – March 2021	569.30
HMRC	Tax & NIC – March 2021	4,195.84
R Reeves	Mileage claim	25.20
R Reeves	Reimbursement – Compost for allotments	432.00
R Reeves	Reimbursement – Wildflower seeds	118.50
M J Buddle	Reimbursement – Key cutting	10.00
Mrs N Everett	Reimbursement – Timebank affiliation fee to Community Association	15.00
E.ON	Electricity supply - Parish Centre (paid by direct debit)	65.00
E.ON	Gas supply - Parish Centre (paid by direct debit)	60.22
Chess ICT Ltd.	IT support – March (paid by direct debit)	157.67
Chess ICT	Azure back-up service	11.63
Allstar	Fuel (paid by direct debit)	58.02
Total Gas & Power	UMS 1 street lighting electricity supply (March)	5.39
Total Gas & Power	UMS 3 street lighting electricity supply (March)	4.92
Ivan Barrett Ltd	Van MOT and service	605.01
Ivan Barrett	Miscellaneous supplies	145.02
Tibbett Architectural Services	Architectural fees – Replacement Parish Centre	2,246.00
Saffron Insurance	Insurance premium for van	280.08
ESPO	Miscellaneous supplies	116.40
Ramsey Builders Merchants Ltd	Roofing felt & materials	90.17

Source for Business	Water/sewerage charges – Parish Centre	583.76
For inclusion in the accounts for 2021/22 -		
R Martin	Half year Clockwinder’s fee	130.00
G Hansell	Half year Internal Auditor’s fee	50.00
R Reeves	Reimbursement – Zoom subscription	14.39
R Reeves	Reimbursement – Ink cartridges	28.49
Vodafone	Mobile phone contract (Timebank) (paid by direct debit)	10.14
Leeds Day	Payment on account for land transaction	960.00
Westcotec Ltd.	Speedwatch camera battery charger	81.00

### **242/20 BUDGETARY CONTROL**

The Council received the budgetary control statement for March, copies of which had been circulated to all Members.

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

Chairman.