

WHITTLESEY TOWN COUNCIL

Annual Council Meeting

Minutes of the Annual Meeting of the Council held on Wednesday 10th May at 7.30pm at Grosvenor House, Grosvenor Road, Whittlesey.

Present: Cllr Miscandlon, Curtis, Butcher, Mason, Boden, Whitwell, Wicks, Mrs Windle, Dorling, Mrs Jolley, Mrs Mayor, Bristow, Cllr Connor – CCC Councillor.

Officer in Attendance: Mrs Sue Piergianni – Town Clerk & RFO

Recording: DS2500.115DS2

F82/17. To Elect the Mayor to the Council for the year until May 2018

Cllr Miscandlon proposed Cllr Butcher, seconded Cllr Dorling, unanimous vote in favour.

Cllr Butcher thanked members for giving him the honour to serve the town and villages as Mayor, he then went onto thank Cllr Miscandlon for his hard work over the past two years.

F83/17. To sign the Declaration of Acceptance of Office.

Cllr Butcher signed the Declaration, this was countersigned by the Town Clerk.

F84/17. To Elect the Deputy Mayor to the Council for the year until May 2018.

Cllr Butcher proposed Cllr Windle, seconded Cllr Miscandlon with a unanimous vote in favour.

F85/17. To receive apologies from absent members and the reason for the apology.

Cllr Mrs Laws and Garratt will endeavour to get to the meeting but may be late.

F86/17. Declaration of Members Pecuniary Interests, on items to be discussed later in the agenda and the Council to decide which items are to be discussed as confidential under agenda item number F/105/17

- Property Purchase – There is nothing to be discussed

Councillors Mrs Laws and Miscandlon as members of FDC Planning Committee advised that should any planning applications be discussed they may comment, but reserve the right to change their minds should more information become available later

Cllr Dorling – as a member of Thorney Running Club – when Ward Matters are discussed.

F87/17. Police matters including CCTV Report

The Clerk will forward the report to members when it is received and will insert into the minutes.

Town Council Report – April Update

- Thefts and interferences have been happening in Snowley Park on the building site, extra patrols were put in place and an arrest was made about an interference on the site.

- High Causeway is an issue which has been in area of priority due to recent complaints and we have noticed an improvement since speaking to drivers and issuing tickets.
- We have a new Safety Partnership Worker employed by Fenland District Council who we will be doing joint community engagements within the community hub and the Co-Op.
- Anti-Social Behaviour in the avenues has decreased and patrols are ongoing especially of an evening, there has been a couple of complaints in the Water Tower but we are in contact with residents and patrolling regularly to prevent this issue.
- Care Home visits and School Visits are continuing as always to help gain a positive relationship with all children in the area.
- As always please forward any concerns to us via email or if there any concerns in the area you would like to discuss with us.

End. PCSO Shane Green.

F88/17. Street Scene Officer Report

Dog fouling was highlighted in the report, Cllr Bristow also flagged up how bad it is around Millfield Way, Mill Road, New Road, other members agreed that is bad all over the town.

Kingdom will be assigned from 23rd May to issue fixed penalty notices for littering and other anti social behaviour Fenland – The Clerk to contact Mark Matthews or Richard Cassidy to asked for any data regarding statistics to show how successful they are around the town. About our area, also who can we submit our hotspot areas too.

F89/17. To appoint members to Committees and Outside Bodies

WHITTLESEY TOWN COUNCIL COMMITTEES.

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|-----------------------------|---|
| Finance & Policy | Dorling, Mason, Butcher, Wicks, Jolley, Bristow, Miscandlon |
| Planning | Jolley, Mayor, Windle, Laws, Butcher, Bristow, Whitwell, Miscandlon |
| Projects | Garratt, Mayor, Wicks, Whitwell, Mason |
| HR Group | Whitwell, Boden, Windle |
| Neighbourhood Plan | Laws, Bristow, Dorling, Whitwell, Wicks |
| Website | Laws, Dorling, Wicks |
| Property | To be confirmed at the June meeting |

OUTSIDE COMMITTEES

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|-------------------------------|------------------------------------|
| CCTV | Garratt |
| Christmas Lights | Mayor, with Whitwell as substitute |
| Whittlesey Festival | Windle |
| Glassmore Bank | Butcher, Bristow and Wicks |
| Burnthouse Farm | Butcher, Bristow and Wicks |
| Whittlesey Emergency Food Aid | Mason |
| Business Forum | Mason, Dorling |
| Fletton Liaison Group | Wicks |
| Community Car Scheme | Jolley |
| Rural CAB | Miscandlon |
| Community Rail Partnership | Bristow |
| New Road Children's Centre | Jolley |
| Whittlesey in Bloom | Garratt |
| Mud Walls | Whitwell |
| Green Wheel / Route 63 | Whitwell, Dorling and Butcher |
| Must Farm | Miscandlon, Dorling, Mason |
| Whittlesey Xtravaganza | Mason |

F90/17. To confirm and sign the Minutes from the meeting of the Council held on the Wednesday 12th April 2017

Ratified: The minutes were approved.

F91/17 Public Forum

To allow any member of the public to address the council. Time allowed 15 minutes in total.

There were four members of the public present.

Cllr David Connor, thanked the Cllrs for nominating him for the County Council Whittlesey South seat which he duly won. He has confirmed he will be working hard for Whittlesey and the surrounding villages.

Steve Hodson – Whittlesey Business Forum – The three toilets behind The George all out of action, Cllr Mayor asked the Chairman if she may respond to this, she has spoken to Mark Matthews at FDC and the locks will be fitted this week and these should be vandal proof.

Mr Bernard Gray-Esson – Street Pride 10th Anniversary is for the whole of 2017, so many events will be taking place. He advised members that the proposed project for the green on Grosvenor Road is being looked at favourably by FDC.

F92/17 Information Only.

There was no information.

F93/17 Invitations.

30th Birthday Open Day – Lattersey Nature Reserve – 28th May 2017 – 11am – 3pm Free event.

F94/17 Consultation

- There are no consultations

F95/17 To report the draft minutes from Finance & Policy on Monday 24th April 2017

The draft minutes were reported.

Cllr Dorling requested approval for the following donations that had been discussed at F & P.

£ 500.00 – Summer reading
£ 300.00 – Mud Walls
£3,500.00 – Whittlesey Festival.

Proposed Cllr Dorling, seconded Cllr Mrs Jolley unanimous vote in favour.

F96/17 To report the financial documents

- To report the bank reconciliation.
- To report the list of payments & To report the list of uncashed payments
- To report the year to date figures (2017/2018)
- To report the year end 2016/17 figures and supporting documents.

Cllr Dorling presented all the yearend figures and members were satisfied with all the details. Cllr Whitwell highlighted that the Internal Auditor had carried out his checks and would like to reiterate the Internal Auditor's comments where it thanked the Clerk for a good standard of works and presentation, bearing in mind there had been a change of system.

F97/17 To approve the year end documents

The RFO must sign and date 'Section 2 – Accounting statements 2016/17' before it is presented to the authority. At the meeting the documents must be approved in the following order:

- Consider and approve the Annual Governance Statement (Section 1 of the Annual Return) – Members considered and approved the annual statement. Proposed by Cllr Dorling, seconded by Cllr Mason with a unanimous vote in favour.
- Consider and approve the Accounting Statements (Section 2 of the Annual Return) - Members considered and approved the accounting statements. Proposed by Cllr Dorling, seconded by Cllr Mason with a unanimous vote in favour.
- Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which the approval is given. – The Accounting statements were signed by the RFO Mrs Sue Piergianni and Cllr Ralph Butcher – Chairman of Whittlesey Town Council

F98/17 To receive the draft minutes from the Planning Meeting on Monday 24th April 2017

The draft minutes were reported.

F99/17 To receive verbal reports from members who have attended meetings with outside bodies.

Cllr Whitwell

Mud Walls Committee who continue to be active, they are arranging a walk around the town on Civic Day June 17th, details on posters around the town and in the two town magazines. They have applied for grants from different organisations as well as Whittlesey Town Council.

Christmas Lights – AGM was on 9th May 2017, the new Chairman is Richard Exton, they have applied to different organisations for grants. There was also a representative present from McCain who will be known as the Community Champion, in previous years they used to pay for the Christmas Tree on the market place, this did not happen 2016, but will be paid for in 2017.

Cllr Dorling



Whittlesey Business Forum is hosting a 5m sponsored walk, various companies have been contacted for support, McCain have offered their support.

Thorney Running Club – Initiative to get people active in sport, Couch to 5K, eleven-week structured program, it is free and operated from the Manor – 80 people turned up, Thorney Running club will feed back to Michelle Tanfield – Portfolio Holder at FDC who has given praise to the running club for setting this up.

Cllr Mrs Mayor

Inaugural meeting of a new group at North Level, he is to do with a joint project for the catchment area of Moretons Leam, Cllr Mrs Mayor will attend the next meeting, Cllr Butcher will also attend when he is available.

F100/17. To discuss any planning applications received from Fenland District Council for comment including:-

To receive the list of planning application decisions.

F101/17. Agenda items for Discussion.

Community Road Watch

Community Road Watch / SIDD / Traffic Calming – Cllr Miscandlon is still trying to arrange a meeting with Sgt Lugg, he will produce the data from Road Watch and will be accompanied by Cllr Bristow.

Kings Dyke Crossing

Cllr Connor advised this is moving forward, the tenders are due back midway through June

Must Farm AM/ED/DM

Cllr Miscandlon and Dorling had attended a Must Farm steering group meeting on 2nd May. Both were shocked by the total negativity of Metafore, who gave a presentation and bypassed Whittlesey completely, they have been subsequently invited to another meeting 14th June. Metafore had only been given 9 days to assess the Whittlesey site. Whoever houses the artefacts must have accreditation, the only place in this area is Peterborough Museum. WTC have six weeks to put together a business plan and to canvas influential people to secure a site on Forterra land at Kings Dyke. Cllr Butcher thanked the three Cllrs for pushing this forward. Cllr Curtis advised that FDC should be helping with the business plan, Cllr Butcher is meeting with Cllr Tanfield tomorrow and will discuss this tomorrow and report back.

Neighbourhood Plan – DL/ED

Cllr Mrs Laws advised the next meeting is 11th May, Gareth Martin (FDC) and Phil Hylton (PCC) will be attending and will discuss the results of the questionnaire, the group will be writing to the school and giving feedback from the results and may go and present to each of the schools. Expression of Interest has been completed, the Clerk will now complete the grant application form. Members will be emailed a copy of all the results of the questionnaire. Cllr Curtis advised members that there is now an obligation on Councils to undertake five year reviews of their local plans, we need to fit into the local plan as it is now, but to pre-empt Fenlands five-year review.

Community Rail Partnership

Cllr Bristow advised that Greater Anglia don't know what their staff are working on as their Asset team thought the gate issue was sorted, but it has not! Network Rail have done nothing to clear up the Station, Wendy Otter FDC along with Cllr Bristow are in communication with both organisations daily. Cllr Butcher asked who had painted the station and was advised this was Greater Anglia. There are still discussions taking place about the electricity cupboard at the entrance to the roadway. Cllr Bristow advised the New Mayor of Cambs had advised 3 to 4 Million would sort this station out!



F102/17 Ward Matters

Cllr Cutis – Garages at the rear of Drybread Road are still causing a problem, it may be more beneficial if they are taken down – Cllr Butcher to follow this up.

Cllr Mason – Burger van on the Buttercross, he is paying daily which has been agreed by FDC, he does already have a trader's licence as he trades at the Friday market in on the Buttercross. licence. Local businesses have complained as they must pay rates but cannot put tables and chairs outside their establishments. Cllr Mason to take this up with Peter Murphy.

Cllr Dorling – High Causeway – many reports of cars being parked on High Causeway. Cllr Mrs Mayor has been also lobbied on this by a resident who takes the registration numbers, however the police can't do anything unless they see it themselves. Cllr Butcher asked if the County Councillors could assist with moving this forward

Cllr Mrs Jolley – Parking on Crescent Road is still a problem with cars parking right up to Crescent Road causing visibility issues.

Cllr Bristow – advised members that a large lorry came down New Road and had to reverse into Nursery Gardens to turn around, perhaps there should be better signage to advise where the industrial areas are.

Cllr Bristow – Is there an increase in anti-social behaviour in the town and the police should be made aware.

F103/17. Date of next meeting – Wednesday 14th June 2017 at 7.30

F104/17. Exclusion of the Public, including the Press.

F105/17. To discuss those items previously agreed at agenda item F86/17

Meeting Closed: 8.50



Cllr Ralph Butcher
Mayor of Whittlesey