

WHITTLESEY TOWN COUNCIL

Full Council

Minutes of the Full Council meeting held on Wednesday 14th June 2017 at 7.30 at Grosvenor House, Grosvenor Road, Whittlesey.

Present: Cllr Butcher, Miscandlon, Mason, Boden, Whitwell, Mrs Laws, Wicks, Mrs Windle, Dorling, Mrs Jolley, Mrs Mayor, Garratt, Bristow, Mrs Katie McAndrew (FDC)

Officer in Attendance:

Mrs Sue Piergianni – Town Clerk & RFO

Recording:

DS250121.DS2

F106/17. To receive apologies from absent members and the reason for the apology.

Cllr Curtis (work)

F107/17. 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 F127/17.

There were no declarations and no confidential items.

F108/17. Police matters including CCTV Report

The Police sent their apologies and send the following report.

Over the last month we have seen an increase in youth anti-social behaviour again! Mainly in the area of Pinewood Avenue and Merefield View. Patrols have been ongoing and there is lots of work being done.

On social media also reassuring the residents. Also street surveys have been completed with still some more residents to be spoken too.

On the matter of anti-social behaviour we are aware of issues on 'the Leam also. PCSO Froment and street scene sally Mitchell have been working with Youths in the area and also gathering intelligence.

High causeway has been monitored and enforcements have happened in the area, it is notable the main issue we are facing down there is the takeaway delivery drivers.

I appreciate a few of you have emailed me regarding issues and I will be replying to you all on Friday when I return to office, over the past month I have had a few shift changes for different events and also have been conducting a high amount of foot patrols off the back of the terrorist attacks.

The team have been getting involved in lots of community events over the past month including the Whittlesey safety zone at the fire station and also the fire station open day, on Saturday we will also attend the new road school fete.

Look forward to catching up with you all soon. As always don't hesitate to email with any issues
PCSO Shane Green



Cllr Wicks asked why are HGV's still travelling along Market Street, could the CCTV not monitor these vehicles as they over 7.5T. Members advised that the Police did not have the resources to monitor this. Cllr Garratt to bring this issue to the next CCTV meeting.

Cllr Boden commented on the CCTV graph and commented that the amount of arrests or fixed penalty notices from CCTV had been consistent zero for three months. Cllr Butcher expressed concern about the CCTV, an example being one incident at the manor where there were over 70 bottles between the pathway and the skate park, this occurred within a 24-hour period of the area being cleared. Members questioned whether the infrared CCTV covered this area. WTC pay over 10K a year for the cameras and require a better service. the skate park. Cllr Garratt will discuss this at the next CCTV meeting. Members asked Cllr Garratt to clarify the CCTV locations around the town and whether they were 360-degree coverage.

Cllr Bristow suggested a letter be Written to the local police and CCTV team expressing concern on the above issues. The Clerk to send the letter to Cllr Butcher before sending.

F109/17. Street Scene Officer Report

Cllr Boden highlighted that fly tipping in Whittlesey and villages was very low, Cllr Whitwell wanted to congratulate Fenland on their prompt response to fly tipping and other issues. The Clerk to Peter Murphy Portfolio Holder with praise and thanks to the Rapid Response Team and Sally Mitchell – Street Scene Officer. Cllr Butcher advised members that FDC had now employed 'Kingdom' to carry out ticketing on litter offences etc.

Cllr Mrs Mayor met with Sgt Richard Lugg regarding incidents at Pinewood Avenue, the police working on this as best they can.

Members suggested that a link be put on the website advising the public that if they witness or are aware of any Anti-Social Behaviour, they report to the police either via the 101, or email the Neighbourhood Policing Team. (Whittlesey.npt@cambs.pnn.police.uk).

F110/17. To appoint members to Property Working group.

Cllr Whitwell proposed Cllr Butcher, Dorling, Mason, Miscandlon and Wicks. Seconded by Cllr Mrs Laws, Cllr Bristow abstained. All remaining members voted in favour of the proposal. The Chairman Cllr Butcher advised that as this is a working party it has no power to make decisions all proposals will be brought before the Full Council for approval.

F111/17. To confirm and sign the Minutes from the Annual Meeting of the Council held on the Wednesday 10th May 2017

Ratified: The Minutes were proposed by Cllr Miscandlon, seconded Cllr Mrs Jolley.

F112/17 Public Forum

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

4 members of the public present.

Mr Steve Robertson – Toilets comment in April minutes say 'Cllr Mason will chase the toilet's, what has happened. – Cllr Butcher advised the toilets are in working order except for one.

Mr Roy Gerstner – all Cllrs and agencies are covered by RIPA, their website gives details of all the constraints are in place with regards to CCTV.

F113/17 Presentation by Katie McAndrew – Conservation Officer. (15 Minutes presentation, 15 Minutes Q & A).

- A conservation area was first designated in Whittlesey on 4th Feb 1972 and this was a relatively small area specifically covered the Market Place, Scaldgate, Station Street down to St Jude's Church and Bricklayers taking in St Mary's Church, St Mary's Street and London

Street to St Andrew's Church. The conservation area was expanded considerably in 1982 when it was enlarged to take in Church Street, Horsegate and the separate area to the north of the town centre around Gracious Street and Claygate. Finally it was amended in 2009 when the boundary was tweaked.

- A new conservation area appraisal and management plan is being written for Whittlesey which is timely as it is being written at a time when the town council is undertaking their neighbourhood planning work. The conservation area appraisal will identify what the special architectural and historic interests of the conservation area are and what factors of the built environment contribute to the conservation area's specific character and appearance. The appraisal will give an overview of the history of the town and how this has shaped the development of the settlement. It will go on to describe the aspects which contribute to the character and appearance of the town such as the settlement morphology, how buildings sit within the streetscene, the scale of buildings, building materials characteristic of Whittlesey, open space and buildings of local importance. The management plan will seek to identify factors within the built environment that have harmed or threaten to harm the special qualities of the Whittlesey Conservation Area and through identification of these issues objectives will be developed to effect changes within the conservation area to enhance its character and appearance and better reveal its significance.
- It is to be noted that Whittlesey Conservation Area was added to Historic England's Heritage at Risk register in 2014 due to concerns about the deteriorating of the conservation areas special qualities as a result of issues concerning some dilapidated listed buildings, poor quality shop fronts and signage, the unsympathetic use of UPVC windows and public realm issues. The conservation area appraisal and management plan should identify these issues and make provisions to tackle them with a view to securing the removal of Whittlesey Conservation Area from the heritage at risk register.
- Whittlesey's first conservation area appraisal written in August 1993. The last conservation area appraisal was written in 2008 but this document has been removed from the website as it was evident that it contained a number of errors such as mapping errors whereby listed buildings weren't identified as being listed or buildings were identified as listed which weren't. There was also some text issues within the document as well as the identification of buildings of local interest and the nature of the document meant it could be difficult to read. It is considered important in writing the latest document that it is user friendly and can be read by the public, developers, property owners and councillors. In doing this it has been decided that the conservation area appraisal and management plan shall be two separate documents as was done for Wisbech. A well written appraisal should not need much updating in the future as the special qualities of the area should not fundamentally change. A management plan will need to change and be updated every five years or as existing matters are addressed and new issues and objectives arise.

Cllr Mason asked, when the conservation boundaries change, are residents notified directly if it affects them or is just a notice put up on the street? Mrs McAndrew advised that in the past there has been an instance where residents have not been notified, but they should have been. This no longer is an issue.

Cllr Whitwell asked about the Coates Conservation Plan. Mrs McAndrew advised it is drafted, but still needs some amendments.

Mrs McAndrew asked if she could attend another meeting when she had another update. Members welcomed this and asked she liaise with the Clerk.

F114/17 Information Only.

- Armed Forces Day – Flags will be flown on the RBL flag post and at the Town Hall. w/c 19th June, Armed Forces Day is Saturday 24th June.

F115/17 Invitations.

- There are no invitations



F116/17 Consultation

- There are no consultations

F117/17 To report the draft minutes from Finance & Policy on Monday 15th May 2017

The draft minutes were reported.

F118/17 To report the financial documents

- To report the bank reconciliation – The bank reconciliation was reported.
- To report the list of payments & To report the list of uncashed payments – Both documents were accepted.
- To report the year to date figures (2017/2018) – Members received the year to date figures.
- Cllr Dorling also presented an excel spreadsheet with a further breakdown, this was compiled from the figures presented by the Clerk.

F119/17 To receive the minutes from the Planning Meeting on Monday 15th May 2017 and to report the draft minutes from Planning on 7th June 2017

Ratified: The Minutes from Monday 15th May were approved, the minutes from 7th June were reported.

F120/17 To receive the minutes from the Community Projects meeting on Wednesday 17th May 2017 and to report the minutes from the 7th June.

Ratified: The Minutes from Monday 15th May were approved, the minutes from 7th June were reported

F121/17 To receive verbal reports from members who have attended meetings with outside bodies.

Cllr Mr Mason – Whittlesey Extravaganza Meeting.

A new committee has been formed to organise this event which will be held on the 8th December 2017.

Whittlesey Lions

Cllr Mason advised he had attended a meeting with the Lions and will be assisting them with the organisation of a music event on the Market Place, this will be on 3rd September 2017, the entertainment will be provided by 'The Fedz'.

Whittlesey Pub Watch Meeting.

Cllr Mason advised members that Whittlesey Pub watch as now part of the national scheme.

Dave Mason

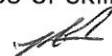
Business Forum attended the last meeting, he has resigned as secretary due to other commitments.

Cllr Whitwell

This Saturday 17th June is Civic Day, the group have organised walks around to see all the mud walls, one at 10.00am the second at 12.00.

Cllr Wicks – Fletton Liaison – Brickyards.

At the recent meeting, it was notable that they are willing to recruit apprentices with all types of skill sets.



Norman Cross Road Safety Partnership – Horsey Toll Junctions.

Cllr Butcher and Wicks attend the meeting, both advised that James Palmer was present there was some credence to a reasonable priced solution being found to assist the project to move forward. Peterborough City Council will be carrying out a road traffic survey but must consider the increase in traffic should the B1040 or Northbank be closed.

Cllr Mrs Windle – Whittlesey Festival

The Committee expressed thanks to WTC for their donation and continued support. Cllr Mrs Windle highlighted that FDC do advertise this as a Four Seasons event organised b them, however this is incorrect they support the festival but do not run it. The festival is run by and independent committee. Cllr Mrs Windle advised members that the Chairman of the Committee Mr Brian Smithyman will discuss this with FDC. The festival will be 10th September 2017, this is also the festivals 10th anniversary.

Cllr Dorling - Whittlesey Business Forum.

A 5m charity walk has been organised on Sunday 9th July raising money for Defibrillators for All and WYPCS, registration is at 9.30, official start at 10.00 at the Lattersey Nature Reserve on New Road, it will go through Eastrea, Coates and back to New Road. A full risk assessment has been carried out, Marshalls will be in place along the route along with refreshments. Cllr Whitwell will be following this up.

Cllr Mrs Mayor – Wildlife Trust – Ben Atkinson

Cllr Mrs Mayor met with Ben Atkinson to discuss boundary between the nature reserve and the allotments. Due to the growth of the bushes the boundary could not be determined. Cllr Mrs Mayor has send the boundary plans that the Clerk had on file. A further meeting has been suggested for the 18th October 2017.

Cllr Mrs Mayor – ‘Whittlesey Safety Zone’

Cllr Mrs Mayor advised members that the team have been involved with many community events, one of these being the ‘Whittlesey Safety Zone’ at the fire station. WTC were not aware of this event, it comprises of the police undertaking activities at the Fire Station with children from all the local primary schools (Monday and Tuesday), unfortunately this was the last one for this year. The Clerk to email the Safer Fenland Partnership as they organise the event.

F122/17. To discuss any planning applications received from Fenland District Council for comment including:-

To receive the list of planning application decisions.

F123/17. Agenda items for Discussion.

- Community Road Watch / SIDD / Traffic Calming

Cllr Miscandlon advised that a new SIDD is being trialled by Huntingdonshire Town Council along the Pondersbridge Road; which has the backing of Jason Ablewhite. Cllr Miscandlon will update members with feedback. Cllr Whitwell asked if Cllr Miscandlon had made any progress with the mobile cameras and was advised it is very difficult to get hold of them and there are higher priorities than the use we require them for. Cllr Bristow asked if we could use the mobile van that is used by CCTV, clarity is required as to whether this can be used for this purpose, Cllr Garratt to investigate this and report back. Email Sgt Lugg and Jason Ablewhite regarding speed cameras, advising some of the locations that are used are inappropriate.



- **Kings Dyke Crossing**

Cllr Butcher advised he had received the following update, the timing is such that the contract is currently being priced competitively by the contractors on the Eastern Highways Alliance 2 framework so we are in a situation where we would not be able to make any announcements about the preferred bidder. The item is planned in for E&E committee for August (to recommend a contractor and give an update on land).

Cllr Butcher has now been informed that the land issue is resolved.

- **Must Farm**

Cllr Dorling advised he and Cllrs Mason and Miscandlon had attended a meeting today regarding the artefacts from Must Farm, the 100-page report that had been carried out by Metaphor had only been received on Monday. The report was effectively saying they should spend 4M on the Museum and a further 7m at Flag Fen. The Whittlesey team of Dorling, Mason & Miscandlon put forward their case, stating that as the finds were found in Whittlesey, they should be displayed in Whittlesey. The upshot being Plan A would be the Whittlesey Museum and Flag Fen, Plan B would be a new area near Kings Dyke and the Peterborough Museum. They consortium have conceded that Plan B should be included as this would be complimentary to Flag Fen. Further discussions will take place.

Neighbourhood Plan

Cllr Mrs Laws has been invited to the Business Forum to see if they will also come on board, the NHP team are organising a workshop at the Christian Church to encourage businesses and organisation who have an interest in the town this event will take place on the morning of 11th Sept at 9.30, the afternoon residents will be invited to attend. Cllr Bristow expressed concern as there is a Community Rail partnership meeting at Fenland at 6pm on the same day. Cllr Laws and Bristow to discuss this. Further.

- **Community Rail Partnership**

Cllr Bristow advised things are moving forward at the station, albeit slowly, the gate has been removed. National Rail Partnership have been on site to remove some debris. Cllr Bristow has been asked to attend a meeting in June, he has requested answers to what the feasibility study has covered, and how many man hours has this taken, how many people etc. He will feedback to the Council after the meeting in June.

- **Corporate Governance Review**

Cllr Boden Proposed the following:

WHITTLESEY TOWN COUNCIL MEETING 14th JUNE 2017

PROPOSED WHITTLESEY CORPORATE GOVERNANCE REVIEW

Whittlesey Town Council Notes:

As part of the Local Government Boundary Commission for England's review of the Cambridgeshire County Council Division Boundaries, the LGBCE has made the following arrangements for Whittlesey Town Council elections with effect from 2019:

No change from 2015:
Coates & Eastrea Town Ward (3 Councillors)
Lattersey Town Ward (2)
St Andrews Town Ward (1)



Delph Town Ward (1)
Bassenhally Town Ward (3)
Elm Town Ward (1)

Changes from 2015:

Stonald Town Ward to be reduced from 2 to 1 Councillor

St Marys Town Ward to be split between St Marys North and St Marys South Town Wards, each with one Councillor.

Whittlesey Town Council believes:

- a. that the new arrangements would be grossly unfair to Stonald Ward, where more than 2,000 electors would be represented by one Town Councillor
- b. that the LGBCE unreasonably ignored the Town Council's representations calling for the Town Council Wards to be coterminous with the District Council Wards (or so nearly coterminous as the law allows).
- c. That convenient local government would be best effected if Whittlesey Town Council's Wards were as nearly co-terminus with the District Council Wards as is possible.

Whittlesey Town Council therefore resolves to request that Fenland District Council conduct a Corporate Governance Review to redress the gross under-representation of Stonald Ward and to bring Whittlesey Town Council as nearly as is legally possible back to the position it used to enjoy where Town and District Council Wards were coterminous.

For the sake of clarity, Whittlesey Town Council proposes the following changes to the latest LGBCE Town Council Warding arrangements for elections from 2019:

- a) To unite the St Marys North Town Ward and St Andrews Town Ward into a single, 2 member, Town Council Ward
- b) To merge Bassenhally, Elm and Delph Town Wards into one, 4 member, Bassenhally Town Ward, coterminous with Bassenhally District Ward
- c) To re-allocate a second Town Councillor to Stonald Town Ward.

The new Town warding arrangements would be: Coates & Eastrea (3 members); Lattersey (2); Bassenhally (4); Stonald (2) St Marys South (1) St Marys North & St Andrews (2) Total: 14 (no change).

Members voted unanimously to send the proposal to Anna Goodall at Fenland District Council.

F124/17 Ward Matters

Cllr Miscandlon – LHI – Gravel House Corner.

Members were advised that the delay in undertaking the LHI is due to staffing issues at Cambridgeshire County Council, this is being chased by Cllr David Connor.

Cllr Mason advised members that he had heard today that Kidzone at Park Lane and Alderman Jacobs had been given notice to quit, 6 months by Park Lane and 12 months by Alderman Jacobs. There was some information on Facebook, letters had been sent to people who children attend but no other information was available. Members agreed to speak to Jonathan Digby as he is attending the next meeting and could answer about Park Lane, but not about AJS.

Cllr Mrs Windle – dip in the Ramsey Road, testing going on as to who is responsible for it, highways are carrying out the investigation.

Cllr Mrs Windle – some work has been carried on the Bower but it is in a terrible state. She has emailed Bob Ollier asking when the work will be completed. The Clerk to send an email to Phil Hughes advising the Bower is a mess and still very overgrown and ask for an update.



Cllr Mrs Rita Jolley – Emailed Circle regarding a tree issue for a resident, she had not received a response, the Clerk to chase this up, the resident lives in Lattersey Close, the tree is in Richardson Way. The Clerk to forward this to Dan Horn at FDC and ask he responds to Cllr Mrs Jolley.

Cllr Mrs Mayor – planning issue from a resident on Claygate, complaining that an application has been approved that the residents were not consulted on, four properties were consulted, but none in Claygate, they are in Windmill Street, the plan has been approved, WTC did recommend refusal. One of the documents on the website is from English Heritage and asked that the Conservation Officer be consulted on this. All the windows of the planning application will look over the property on Claygate. Email Nick Harding and David Roan, can we have an answer why this has happened and the answers to the questions. Also include Carol Pillson on this email.

Cllr Bristow – has contacted Bob Ollier regarding the hedge between Burdett Grove and Nursery Gardens, one side of the Hedge has been cut correctly, the other side is now growing over the payment. Notify Phil Hughes

Cllr Bristow – Play park at the Manor – there is one piece of equipment for an under 5's. The rest of the equipment is for older children. Cllr Mrs Laws advised the Lions had raised 2500/3K and are in discussions with Bob Ollier to put another piece of equipment in the play area for younger children.

Cllr Bristow – Issue in Quinion Close, resident was flooded and her furniture was damaged, she has tried to claim from the Housing Association for compensation, however she has hit a brick walk. Cllr Bristow will see the resident and suggest the CAB.

Cllr Bristow – S106 – ask for explanation on the holding balance. The Clerk to email Nick Harding.

F125/17. Date of next meeting – Wednesday 12th July 2017

F126/17. Exclusion of the Public, including the Press.

F127/17. To discuss those items previously agreed at agenda item F107/17.

There were no items for discussion.

Meeting Closed: 21.30.



.....
Cllr Ralph Butcher
Mayor of Whittlesey