

# FULL COUNCIL



## MINUTES OF THE MEETING OF THE FULL COUNCIL ON WEDNESDAY 14<sup>TH</sup> SEPTEMBER 2016 AT 7.30 AT GROSVENOR HOUSE, GROSVENOR ROAD, WHITTLESEY.

**Present:** Cllr Miscandlon, Curtis, Mason, Boden, Whitwell, Mrs Laws, Wicks, Mrs Windle, Dorling, Mrs Jolley, Mrs Mayor, Bristow

**Officer in attendance:** Mrs Susan Piergianni – Town Clerk & RFO

Recording: DS2500 .DS2

### **F145/16. To receive apologies from absent members and the reason for the apology.**

Cllr Butcher (holiday). There were no apologies from Cllr Garratt.

### **F146/16. 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/164/16**

- Property working group update – Cllr Miscandlon
- Opening of tenders for the planting of the hanging baskets.
- Confidential Minute F144/16 from Full Council on 13<sup>th</sup> July 2016

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 at a later date.

### **F147/16 Police matters including CCTV Report**

Cllr Bristow advised he has heard of more reports of crime that those that show on the report, Cllr Bristow has spoken to the police been advised that some of these crimes have not been reported.

Cllr Mrs Laws confirmed that at a recent O & S meeting Whittlesey had been highlighted as having the lowest rate of crime in the area.

### **F148/16 Street Scene Officer Report**


Cllr Whitwell and Miscandlon highlighted the recent fly tipping in Coates, a local resident had engaged a company to dispose of the rubbish, the residents were very pleased with the work and posted comments on a social media site, unfortunately the following day some fly tipping was reported and it turned out to be the waste that had been removed had just been dumped on Cow Way. The resident has had to pay again for the waste to be removed. Cllr Whitwell advised that members of the public should request a copy of the 'Waste Transfer Notice' to ensure contractors are legally allowed to remove the waste.

Cllr Mrs Laws requested that if any prosecutions are made the information is pertaining to the published in the media.

Cllr Bristow asked if there is any data on fly tipping trend for the last 12 months and the locations – The Clerk to request the information from FDC.

### **F149/16 Presentation from Mrs Deborah Slater – Defibrillators for All.**

Mrs Slater updated members on the amount defibrillators in the area (32 in total), number 33 is on order and will be installed on Abbey Way, the team are still looking for any gaps in the area where additional defibrillators can be installed. The priority for 2017 is a maintenance programme for the existing defibrillators. The next programme for the team is to raise funds for the screening bus for



people between the ages of 14 and 35. The bus is able to screen 100 per day, this is a prime age period to see if anyone has any undiagnosed heart conditions. The screening bus has been booked for two consecutive days in 2017, at a cost of £5000.00 per day.

Cllr Mrs Laws suggested that WTC advertise the bus on the website, also could we have an up to date list to put on the WTC website.

Cllr Bristow asked if one could be located in Palmer Close, but it would need a security code on it.

#### **F150/16 Mrs Cheryl Brook – Interim Locality Manager – Whittlesey Locality Team.**

Mrs Brook is covering Suzanne Donovan's maternity leave she will be returning March 2017. She advised members of another corporate capacity review that is ongoing where 2 million need to be saved. They have three members of staff from New Road Children's Centre using the Scaldgate Centre, they are hoping that by March / April 2017 the whole team from the Children's centre will be relocating from New Road to either the Scaldgate Centre or Whittlesey Library.

Locality services are part of the 'Enhance and Preventative' social care which is a statutory service, these two services are going to be merged around the end of October 2016, this means locality services are moving away from the youth clubs etc. The new services will be more focused on targeted families and less on universal services.

The Scaldgate building is now being used by many local groups on a weekly basis. The Whittlesey Whittlers, the Whittlesey sewing group. The 20 / 20 group are a local theatre group who are currently producing a film about bullying. The Commotion Group ceased at the beginning of the summer holidays and is currently on hold, the locality team are working with Mr King to encourage many people with disabilities to re-join this group, the group want to become self-sufficient without locality support.

Cllr Mrs Mayor and Curtis used to be on WAFY, and asked if the service is now not available. Mrs Brook advised that this no longer runs as the universal services programme has replaced this. Mrs Brook is going to link Cllr Mrs Mayor and Curtis with Lizzi Wales who is the 'Fenland Youth and Community Coordinator' Mrs Brook will forward the details to the Clerk.

Cllr Wicks asked if there is any provision for children in the villages, Mrs Brooks again advised that this is where the universal services have ceased and targeted families are being assisted.

Cllr Curtis asked what Whittlesey Whittlers do – they are a crafting wood group

Cllr Curtis is concerned about the access arrangements if the locality team are relocated to the Community Hub. Mrs Brook confirmed access would be via the rear entrance also the area where the library bus is currently parked, would be made more robust and secure and would be used as an outside area.

#### **F151/16 To confirm and sign the Minutes from the Meeting of the Council held on the Wednesday 13<sup>th</sup> July 2016**

**Ratified:** The Minutes were approved.

#### **F152/16 Public Forum**

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

8 members of the public present.

Mr Bernard Esson-Gray – Coates.

Advised he had reported an incident to the police and six weeks later nothing had been done. He duly spoke to a member of the PCC, he was subsequently contacted by a PCSO who advised that he hadn't received any information. After a few days an incident number was raised, but the PCSO was taken off the case, a further two weeks later a police officer visited and was there for less than

five minutes, however no action has been taken. He feels that the police are not interested in local incidents.

Mr Roy Gerstner

He has statistics saying the public have no confidence in the police, hence why crimes are not being reported. In the letter that Mr Gerstner has received along with other Cllrs, he feels the letter is economic with the truth as the local PCSO has not been told that the police station is closing, but he has been told when his last shift is!

Mr Robert Boddington – Eastrea

He has reported six lots of fly tipping in six months in Eastrea, the also wished to report the overgrown hedges on Eastrea Road – The Clerk advised via the Mayor that she had reported this on the CCC system today.

#### **F153/16 Information Only.**

- Whittlesey Post Office Modernisation letter – The Clerk to email as the rumour is the modernisation has been delayed.
- Whittlesey Emergency Food Aid – thank you letter attached
- War Memorials Bulletin – available at the meeting.

#### **F154/16 Invitations.**

- Cambridgeshire Regiment Association Annual Church Service – details attached.
- North Level IDB – land drainage tour – 5<sup>th</sup> October 2016 (two places available) – Members will advise the Clerk if they wish to attend.

#### **F155/16 To report the draft minutes from the Planning Meeting on Wednesday 27<sup>th</sup> July 2016 & Friday 26<sup>th</sup> August .**

**Ratified:** The Minutes were approved.

#### **F156/16 To report the draft minutes from the Community Projects Meeting on Wednesday 27<sup>th</sup> July 2016.**


**Ratified:** The Minutes were approved.

#### **F157/16 To report the draft minutes from the Finance & Policy Committee Meeting Monday 25<sup>th</sup> July 2016**

**Ratified:** The Minutes were approved

- 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  
Members accepted all items below.
- To report the External Audit findings – The Chairman advised that the report from the External Auditor advised that WTC were producing their accounts in a correct and proper way.
- To approve the gas / electric suppliers for the future. – Members discussed this in depth and agreed to go for a one-year option. This was proposed by Cllr Mrs Mayor, seconded by Cllr Bristow, this was approved by a unanimous vote. Cllrs Curtis and Mrs Jolley voted against the one-year option.
- Cllr Mrs Mayor asked for £130.00 to pay for the new top for the bench that had been damaged at the Manor Field, this was proposed by Cllr Mrs Mayor, seconded Cllr Curtis





with a unanimous vote in favour. The Clerk to contact FACET to request they undertake the repairs.

**F158/16 To receive verbal reports from members who have attended meetings with outside bodies.**

Cllr Mason – Attended the Business Forum with Cllr Mrs Mayor and Dorling and advised members that four organisations have been nominated for Fenland business awards.

Cllr Boden – Boundary Changes – The Boundary Commission had not acknowledged the correspondence from Whittlesey Town Council. Cllr Boden has requested that the boundary changes be an agenda item for the next meeting. The Clerk was asked to contact the Clerk at March TC and ask if they want to organise a Community Governance review. The Clerk to also contact electoral services to advise that we wish to carry out a Community Governance Review.

Cllr Whitwell – Advised members that the Christmas Lights Committee have purchased additional lights for the town this year.

Cllr Whitwell – Advised the Mud walls group is a small group but is moving forward.

Cllr Mrs Windle – Has attended the planning appeal for Lazy Acre Farm, but has no update.

Cllr Mrs Windle – Has attended the Whittlesey Festival meetings and will continue to do so.

Cllr Dorling – Grosvenor House – Members were advised that the new Tenant is now in place

Cllr Mrs Mayor – had attended the Anglia in Bloom Presentation, there were fantastic results for the town, however the Anglia in Bloom committee have decided they will not enter the competition in future, but they will continue to work for the town.

Cllr Mrs Mayor – Advised members of the Hereward Community Partnership meeting Monday 19<sup>th</sup> September at 6.15pm

Cllr Bristow would like a letter sent to Whittlesey in Bloom thanking them for their hard work, paying particular thanks to Gill Lawrence, who won the Silver Gilt for the Pound on Aliwal Road.

Cllr Mr Laws – Letter of thanks to the Whittlesey Festival Committee, it showcased the town and it was a fantastic festival.

**F159/16. To discuss any planning applications received from Fenland District Council for comment including:-**

All planning applications have been deferred to the 23<sup>rd</sup> September 2016

**F160/16. Agenda items for Discussion.**

**- LHI Stonald Ward**

Cllr Whitwell advised members that the cost of the LHI for this ward had substantially increased, CCC would be picking up the majority of the cost, but had requested that WTC pay an additional £400.00. Proposed Cllr Whitwell, seconded Cllr Mrs Laws, unanimous vote in favour

**LHI Submission 2016/2017**

Members were advised that more can two applications can be submitted. Cllr Whitwell proposed that the scheme to continue the footpath from the allotments to the recycling centre be one of the submissions, the total cost is 17k, the LHI from CCC will only allocate 10K, thus meaning WTC will have to contribute £7K. Members were advised this would be deferred to the October meeting and were invited to make suggestions for any other submissions.

- **S106 update from CCC / FDC**

Cllr Whitwell advised members that a response from FDC had been received where they admitted that mistakes had been made and corrective measures have now been put in place to prevent any reoccurrence. FDC have missed out on £153,000.00. Cllr Curtis advised that there is no loss to the public purse, even though the funds for education were not received, it doesn't change the fact that the County Council has an obligation to provide school places.
- Cllr Boden requested that the Mayor speak to the cabinet members for planning to make sure these issues are dealt with and assurances are put in place to ensure these problems do not reoccur.
- Cllr Curtis pointed members towards the new S106 list and flagged up that over 26 years there were approximately 26 planning apps showing contribution, how can the council be assured that this list is comprehensive. Cllr Miscandlon advised he would ask the officers at FDC.
- The residents Group have made a complaint via the three 'C'; s and are at stage 2, they feel that FDC had every opportunity to amend this problem with the S106 funding and did not.
- **Community Highways Volunteering Scheme**

Members suggested that the County Councillors take this forward and ask the leader of FDC to liaise with CCC to incorporate the existing Streetpride scheme into this new scheme as this looks like a new scheme that is working in opposition to the existing schemes.
- **Community Road Watch**

Members agreed to move forward with Road Watch, Cllrs Mrs Laws, Bristow and Miscandlon will submit the information to the Clerk to pass to Road Watch.
- **Neighbourhood Plan**

Cllr Mrs Laws advised that 42 forms were completed at the Festival and additional one will be coming in via the website. Suggestion for the next meeting would be on 15<sup>th</sup> September and the following Monday representative from URBED will be attending a full day meeting to assist with the questionnaire. Cllr Dorling advised we currently have a reserve fund of 10K, in order to secure the services in full with URBED adequate funding must be set aside to enable a contract to be signed to use this professional organisation. The additional funding required by the NHP team is £15,000. It may be possible to get 20K refunded from the government grant. Cllr Dorling proposed this, seconded Cllr Bristow – the funds will be staged payments over the next couple of years. Members voted unanimously in favour of the additional funding. Cllr Bristow suggested that WTC have a stand the festival every year this would enable the public to see what is happening with the council.
- **Website Update**

Cllr Dorling advised that a number of alterations to the website have been made, counters are located in the background to see what hits are received on each page. Cllr Curtis suggested that we pay for some advertising on social media it would put Whittlesey Town Council website in front of people telling them it's there.
- **Election Costs**

Cllr Boden advised members that as a District Councillor he was still not happy with the information received regarding all the costs, but he could see no reason not to pay the invoice. This was proposed by Cllr Boden, seconded by Cllr Mrs Mayor with a unanimous vote in favour.
- **Whittlesey Christmas Lights meeting room**

Cllr Whitwell asked if they could use WTC large meeting room without charge. This was proposed Cllr Whitwell, seconded Cllr Mrs Laws unanimous vote in favour.

- **Preschool, Primary School and Secondary School Educational places –**  
Cllr Bristow advised that he and Cllr Butcher had met with Alan Fitz a representative from CCC education department, in July at New Road School.

The reason for the meeting was due to concerns being expressed by the general public on social media, regarding the educational places available in the reception classes in the 4 schools, and that there are not enough places available for children living in the Parish.

At the present time this year, there are 210 places in the reception classes at the 4 primary schools. Alan Fitz informed Cllr Bristow and Butcher that all children requiring places in a reception class this year, have been allocated places in the parish. Places at schools have been allocated on the admission criteria (where they live etc).

Alan Fitz explained the educational department calculated places required by the information provided from NHS the number of births each year in a postal code, this allows them to calculate numbers of children needing places in reception classes in future years.

The information provided by NHS shows this year there is a greater number of children will be requiring places in reception classes than previous years these numbers are not connected to housing developments, in future year's demand for places will have reduced, if there had been no housing developments planned or of sites that are that in the process of being developed.

The plan is for New Road school to expand from 120 places in the school at present to 210 places and if required to expand further. Alan Fitz explained that New Road School being the most appropriate, and the other schools in the parish do not have the ground space to expand.

There is at present under-utilised space in the school building to allow the school to increase the school from 4 class rooms up to 6 class rooms which will only require minor alterations etc.

The school in September will increase by one class room and in 2017/18 will increase by a further classroom to a 6 classroom school. This will require the school to further increase by an additional classroom in 2018/19.

The educational department are requesting that the budget for 2017/18 at CCC identify funding to allow New Road School to expand to 420 places when required.

If people go to FYR15/0877/F (Whittlesey Green) CCC S106 request document identifies how they are calculating early years provision, Primary School and Secondary School requirements due to planned housing developments identified in FDC plan up to 2031.

- **Ratification of Public Participation at Town Council Meetings –**  
Cllr Dorling proposed this new policy, members voted unanimously to approve.

#### **Must Farm**

Cllr Miscandlon advised members that Whittlesey will no longer be ignored, WTC are now part of the team discussing everything to do with Must Farm. Cllrs Miscandlon and Mason will be in attendance at the next meeting and will ensure that the name of Whittlesey is promoted.

- **Centre hedge at allotment site**

Cllr Whitwell proposed that the centre hedge be cut when the entrance hedge, the appointed contractor has quoted £435.50 for this additional work, this was proposed by Cllr Whitwell, seconded Cllr Bristow with a unanimous vote in favour

**Kings Dyke Crossing**

- Cllr David Connor Chairman of Planning Committee at CCC presented members with an update of the progress on Kings Dyke.
- Planning permission has been granted and the tender package prepared. Agreeing arrangements for access to private land for ground investigation surveys is delaying the completion of the works information. Given the number of earthworks within the scheme, this is critical information for contractors to inform the tendered price, eliminate risk and provide greater cost certainty. Officers are working with the legal team and the land owner to agree access arrangements and it is anticipated that the ground investigation surveys and analysis will be completed in November. This has impacted on the programme and the key stages along with earliest expected dates for delivery are shown below:

<b>Stage</b>	<b>Target Date</b>
Planning application submitted	December 2015
Application determined	March 2016
Procurement and contract document preparation (Other than G.I)	September 2016
Publish Orders/objection period	October-November 2016
Agree Ground investigation access, complete survey and analysis report	November 2016
Tender issued	November/ December 2016
Tender return	February 2017
Works package award approved by E and E Committee	9 <sup>th</sup> March 2017
Detailed design	July 2017
Site mobilisation and construction	July 2017
Scheme open	March-July 2018

- Meeting key stages is dependent on land access and acquisition, concluding agreements with Network Rail and agreeing a contractor's programme. Any objection to Compulsory Purchase Orders may add a year into the programme. Similarly, Network Rail agreements may add to the programme, but on-going liaison with Network Rail is aiming to mitigate this risk.
- Key changes to the programme are reported to the Project Board which meets every 2-3 months.
- Cllr Boden – requested that adequate public consultation is given for when any work is being undertaken and requested that CCC carry out more consultations. Cllr Curtis reiterated Cllr Boden's request that better communication is needed.
- Cllr Wicks – will the issues regarding access over some of the farms delay the works further. Cllr Connor was assured discussions are ongoing and agreement is nearly reached.
- Cllr Dorling – If another 'Must Farm' is found what will that mean – some works have been carried out but they will continue to investigate as the project moves forward
- Cllr Bristow thanked Cllr Connor for the update and to say it is nice to see that CCC are still moving forward with this project.
- Cllr Laws advised we would like to put a link on the website that we put an update on this, CCC will give us a monthly update for the bridge.

- Royal British Legion request – £1000.00 proposed Cllr Donation, seconded Cllr Curtis, unanimous vote in favour. Cllr Mrs Mayor declared an interest. Cllr Whitwell has received a request from the Chairman or the British Legion to attend a meeting with Clerk plus Cllrs Miscandlon and Dorling to discuss the remembrance parade.

**F161/16. Ward Matters**

Cllr Curtis – Sunnyville Road – South Green – hedging around the edge, push back on resident's fences, FDC were supposed to cut this back but have not yet been completed, Cllr Miscandlon to discuss.

Cllr Mason advised that McCarthy Stone have withdrawn their application to build on the site of the Bricklayers Arms. The growth of the hedges is now pushing on resident's fences; Cllr Mason has written to the brewery asking for this to be tidied up.

Cllr Bristow – There are huge amounts of weeds throughout the town and on his own ward, the weeds are not on the paths but are in the gutters and need clearing.

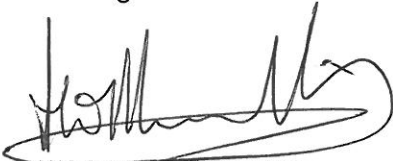
Cllr Bristow – New Road and Millfield Way being dug up again, Cllr Bristow has requested that New Road is resurfaced.

**F162/16. Date of next full Council meeting – Wednesday 12<sup>th</sup> October 2016 at 7.30 at Grosvenor House.**

**F163/16. Exclusion of the Public, including the Press.**

**F164/16. To discuss those items previously agreed at agenda item F146/16**

Meeting closed 10.50



Cllr Alex Miscandlon  
Mayor of Whittlesey