

WHITTLESEY TOWN COUNCIL

Annual Council Meeting

Minutes of the Annual Council Meeting held on Wednesday 9th May 2018 at 7.30pm at Grosvenor House, Grosvenor Road, Whittlesey

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

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

Recording: DS25.25

F83/18. To Elect the Mayor to the Council for the year until May 2019

Cllr Butcher nominated Cllr Mrs Windle to take the position of Mayor of Whittlesey until May 2019, there were no other nominations, this was then seconded Cllr Miscandlon, with a unanimous vote in favour.

F84/18. To sign the Declaration of Acceptance of Office.

The Declaration of Acceptance was signed by Cllr Mrs Julie Windle and countersigned by the Proper Officer Susan Piergianni.

F85/18. To Elect the Deputy Mayor to the Council for the year until May 2019.

Cllr David Mason was proposed as Deputy Mayor by Cllr Mrs Windle, seconded Cllr Boden, unanimous vote in favour. There were no other nominations

F86/18. To receive apologies from absent members and the reason for the apology.

Cllr Wicks (holiday), Cllr Garratt,

F87/18 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 F108/18

Cllr Mrs Laws and Miscandlon as members of Fenland District Council Planning Committee, they may make comment but reserve the right to change their minds should further information become available later.

- Land Ownership – Cllr Boden advised he will have an update for the June meeting.

F88/18 Police matters including CCTV Report - South Fenland Problem Solving Team

The Police were unable to attend, but sent the report detailed below.

Over the month of April there wasn't a single dwelling burglary in Whittlesey, however two sheds were broken into and there was also 4 Business Burglaries where business premises were entered.

Local officers have been working with the community including councillors and NHW on parking concerns in the area. As always, any parking issues that need raising please continue to email us with these.

Work with local schools and care homes continue with officers visiting as regularly as they can as part of routine patrol.



PC Allen has been in contact with Heron Food about recent parking complaints which has been causing tailbacks.

Youth ASB has dipped dramatically since the recent issues on High Causeway, however we did have a criminal damage down there. We are currently working with local schools to identify these offenders from CCTV footage we have found.

Community Engagements continue in the library, we also trialed a 'Live' engagement where we were active on Facebook to reply to private messages. We received a high volume of messages, so we will continue to use this strategy in the future.

End.

Cllr Mrs Laws advised she has emailed March NPT about 12 parking related issues, however no tickets have been issued.

Cllr Butcher advised he had attended a meeting in March regarding the police priorities, the police will deal with parking problems when they have the resources, Sexual exploitation, domestic violence, historic issues being their priority.

Cllr Boden explained that the police have been in contact with Heron regarding the issues with the delivery vehicle, following on from the meeting that Cllr Boden and Mrs Mayor attended there has been no feedback from highways. Cllr Boden to investigate with both Heron and CCC the current position.

WTC to send a letter to Stephen Barclay and the Chief Constable regarding policing issues in the Whittlesey and villages area and copy Jason Ablewhite Police and Crime Commissioner.

Cllr Mrs Laws wished it noted that the PCSO's were doing a good job when they are in the town.

F89/18 Street Scene Officer Report

Members received the report

Cllr Whitwell offered congratulations to Street Pride who have received the plastic bag grant of £4000.00 from Tesco.

F90/18. To appoint members to Committees and Outside Bodies

Whittlesey Town Council Committees

Finance & Policy	Dorling; Bristow; Butcher; Jolley; Mason; Miscandlon; Wicks
Planning	Jolley; Bristow; Butcher; Laws; Mayor; Miscandlon; Whitwell; Windle
Projects	Mayor; Curtis, Garratt; Mason; Whitwell; Windle (Curtis added)
HR Group	Whitwell; Boden; Windle
Neighbourhood Plan	Bristow; Dorling; Laws; Whitwell; Wicks
Website	Dorling; Laws; Wicks
Property	Butcher; Dorling; Mason; Miscandlon; Wicks,

Outside Bodies

CCTV	Curtis (Garratt stepped down)
Christmas Lights	Mayor; Whitwell is Substitute
Glassmore Bank	Bristow; Miscandlon, Wicks (Butcher stepped down)
Burnthouse Farm	Bristow; Miscandlon, Wicks (Butcher stepped down)
Emergency Food Aid	Mason
Business Forum	Dorling, Mason
Fletton Liaison Group	Butcher, Wicks
Community Car Scheme	Jolley
Rural CAB	Miscandlon
Community Rail Partnership	Bristow, Curtis is substitute
New Road Children's Centre	Jolley
Whittlesey in Bloom	Boden (Garratt stepped down)
Mud Walls	Whitwell
Must Farm	Dorling, Mason, Miscandlon
Green Wheel / Route 63	Butcher, Curtis, Dorling (Whitwell stepped down)
Christmas Xtravaganza	Mason and Windle
Whittlesey Festival	Windle
Allotments Society	Mason

F91/18. To confirm and sign the Minutes from the Full Council Meeting of the Council held on the Wednesday 11th April 2018.

Ratified: The minutes were approved and signed with the correction page 5 should read LGSS Law Limited under Kings Dyke Crossing and not just LGSS.

F92/18 Public Forum

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

11 members of the public were present.

Mr Hodson stated there are radical changes in the NPPF document there will be a mandatory allowance for 10% on applications above 10 dwellings. He would request that the business forum are stake holders and consultees on this document.

Mr Peter Baxter – Water Tower park upgrade, he wonders whether the pollution of the air on the A605 has been discussed as Fenland's monitoring of levels is flawed. There is a new clean air act being released later in 2018.

Mr Roy Gerstner - Noted that Saxon Pit is listed on the agenda and looked forward to an update on the non-conforming material. He thanked Cllrs for their discussion regarding ongoing parking issues but commented that something does need to be done about the parking problems around the town. A new policing regime has been brought in and would mean we would have more Community Support Officers on the street. Hampton are now paying for a civil enforcement officer.

Mr Gerstner also asked if flood updates could be on the council website in a more-timely manner

Mr R Sutton – Dog fouling - he asked Cllrs to support the 'Green Dog Walkers' scheme, anyone signing up to this is asked to wear a green ribbon to show they are supporting the scheme. Cllr Mrs Laws will be discussing this further on in the agenda.

F93/18 Information Only.

There is no additional information

F94/18 Invitations.

There are no invitations.

F95/18 Consultations

There are no consultations

F96/18 To report the draft minutes from Finance & Policy on Monday 16th April 2018

The Minutes of the meeting were reported, the Chairman also advised members that the meeting on the 21st May would be cancelled as the committee was not quorate, the next meeting will be the 18th June

F97/18 To report the financial documents

- To report the bank reconciliation – to the 8th May 2018
- To report the list of payments & To report the list of uncashed payments – There were no uncashed payments, the list of payments to be approved were for vouchers 1 - 26 to the £11587.89
- To report the year to date figures (2018/2019) - the figures were reported
- To approve the donation requests 'Read to Succeed' for a £150.00, proposed Cllr Miscandlon, Seconded Cllr Curtis, unanimous vote in favour.

F99/18 To approve the Year End 31st March 2018.

To receive the following additional information.

- Bank reconciliation at 31st March 2018
- Explanation of significant variances between box 7 and 8 of the AGAR
- Balance Sheet

The RFO must sign and date 'Section 2 – Accounting statements 2017/18' before it is presented to the authority. At the meeting the documents must be approved in the following order:

- a. Consider and approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return 2018/18 Part 3') proposed Cllr Dorling seconded Councillor Boden with a unanimous vote in favour.
- b. Consider and approve the Accounting Statements (Section 2 of the Annual Governance and Accountability Return 2018/18 Part 3') proposed Cllr Dorling, seconded Cllr Boden with a unanimous vote in favour.
- c. 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 New Mayor, Cllr Mrs Julie Windle.

Cllr Dorling advised members that the Internal Auditor had thanked the clerk for the accuracy and clear presentation of all the figures.

F100/18 To report the draft minutes from the Planning Meeting on Wednesday 2nd May 2018.

The draft minutes were reported.

Cllr Mrs Mayor advised that she was unable to attend the planning meeting on the 21st May and requested Cllr Boden stand in her place. This was proposed by Cllr Curtis, seconded by Cllr Bristow with a unanimous vote in favour.

F101/18 To report the draft minutes from Community Projects on the Wednesday 2nd May 2018.

The draft minutes were reported.

Cllr Mrs Mayor advised members that following a site meeting with the Mr Ben Atkinson from the Wildlife Trust to make the Eastern Boundary hedge more secure, Mr Atkinson suggested hedge laying as one option, however two contractors who visited the site advised there are quite a few gaps in the hedge making it difficult to do this. The Clerk had received costings in the region of £7,000 to £9,500 for hedge laying. Cllr Mrs Mayor had subsequently met with a local fencing contractor who could install 'Cleft Chestnut Fencing' along the length of the Eastern Boundary at a cost of £2865.00. Cllr Mrs Mayor has contacted the Wildlife Trust who are in favour of this fencing solution and happy for it to proceed as soon as possible. Cllr Mrs Mayor proposed the council accept this quote, this was seconded by Cllr Mrs Laws with a unanimous vote in favour. The Clerk to liaise with the contractor over installation dates and entry to the site.

F102/18 To receive verbal reports from members who have attended meetings with outside bodies.

Cllr Dorling – Attended Frome Council to see how a different council operates in a more challenging way. The course was called 'Breaking the Mould'.

Cllr Dorling 18th April CCTV meeting in Wisbech – Minutes have been circulated to members

Cllr Dorling 27th April 2018 – AJS – Trustees meeting, advised members there is shortage of quality primary school teachers in the area.

Cllr Dorling had attended St Neots Town Council so ascertain how they were moving forward with Master Plan

F103/18. To discuss any planning applications received from Fenland District Council for comment including: -

To receive the list of planning application decisions.

F104/18. Agenda items for Discussion.

Must Farm – Cllr Miscandlon, Mason & Dorling had received the interim report from Fourth Street, they had not adhered to the remit and were asked to come back on the 6th June which should be more in line with the initial instruction.

Green Dog Walkers – Cllr Mrs Laws asked if the parish of Whittlesey could sign up to this new scheme. Cllr Mrs Laws proposed, seconded Cllr Curtis, unanimous vote in favour.

Neighbourhood Plan – Cllr Mrs Laws advised the committee is discussing another questionnaire to all properties, just one page with about six questions, The NHP is community led, the NHP have to re-consult and hoping to submit in September 2018, followed by referendum hopefully before May 2019.

Property working group update – Planning application in with a closure date of 21st May. Looking for a name of the building, Cllr Mason suggested asking the four primary schools for a name for the new town council building and ask them for explanation of why they have suggested the name. Members voted unanimously for Cllr Mason to write to the schools

Community Rail Partnership – Cllr Bristow – consultation period ending 30th May 2018 at 5pm. There have been two days of consultation in Whittlesey. 20th and 28th April.

The public favour option two with the amendments. 26th April Community Rail partnership meeting. No minor improvements can take place at the station until definitive decision on which option is agreed. Cllr Bristow was then surprised to find a contractor with member of Greater Anglia on site to see where another electrical access could be put to install a ticket machine and CCTV, if they can do this without jeopardising the master plan, why can they not put the lighting in as well. Cllr Bristow advised there is potential for increased rail freight over the next few years, Felixstowe Docks has potential for an additional 12 trains. Cllr Bristow to work with the Clerk on a letter to Network Rail, FDC, Greater Anglia (Alan Neville) and Paul Nelson

Syrian Refugees – Cllr Mason no further update from FDC, however he would like to extend thanks to the people of Whittlesey who have offered furniture and curtains etc for the two flats.

Masterplan – Cllr Mason advised the Cambs and Peterborough combined authority are donating 50K towards a Masterplan for Whittlesey, emphasis on economic growth, this funding to be used on the consultants. Cllr Mason proposed a working group, the following Cllrs asked to be involved Cllr Mason, Boden, Curtis, seconded Cllr Mrs Mayor, unanimous vote in favour. This working group would produce the Terms of Reference for the Masterplan

Kings Delph Layby – Cllr Butcher advised members the Clerk had sent the letter to all parties, all have responded with the exclusion of FDC. Following on from many emails, Sharon Piper, Policy and Regulation Officer at Cambridgeshire County Council has now suggested a meeting with all parties to discuss this, dates have been offered, Cllr Butcher has responded, however a final date has not been confirmed.

Kings Dyke Crossing Update – Cllr David Connor.

Landowner A has exchanged contracts
Landowner B has agreed the Heads of Terms
Landowner C Almost ready to exchange

The details design is ongoing and the programme to be completed by the end of October 2018.

Stage 1A design package received and currently being reviewed, Stage 1B currently being worked on by Kier.

Additional G1 and Topographical surveys completed on April 27th, 2018.

Trial Holes on the A605 Completed on 20th April 2018.

Construction to start in October 2018.

UK Power Networks due to start work in September to divert the 33 KVA power cables, this work has been paid for.

Report to the Economy and Environment Committee in September 2018 to approve stage 2, construction cost based on the new target cost from Kier.

The overall budget and business case will be updated and presented at the General Purposes Committee in September 2018.

Cllr Connor advised he is confident that good progress is being made, although rather slowly

F105/80 Ward Matters.

Cllr Boden – Saxon Pit, not a great deal of progress over the last few weeks, materials have been deposited outside of their licence, no material was deposited of the wrong type, it was just the wrong grade. The EA have attended the site and taken samples and examined records and confirmed there is a breach of conditions and they are considering the correct regulatory action to be taken. Approx two weeks ago, smell appeared again. Now waiting for EA decision on the breach.

Cllr Boden – confirmed the double yellow lines installed on Windmill Street.

Cllr Dorling – 6 empty commercial premises this is about 5% which is below national average. Cllr Dorling also advised there are still no electric charging points in the town/.

Cllr Bristow – had been asked by Cllr Garratt to highlight speeding in the town, New Road, Bellmans Road etc, Cllr Garratt suggested a reduction in the town from 30 to 20, unfortunately this is not enforceable. Consider this for the next LHI

Cllr Windle – has chased Cllr Connor for update on the Ramsey Road resurfacing.

F106/18. Date of next meeting – Wednesday 13th June 2018.

F107/18. Exclusion of the Public, including the Press.

F108/18. To discuss those items previously agreed at agenda item F87/18.

- Land Ownership

There being no further business the meeting was closed at 21.54.

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Cllr Mrs Julie Windle
Mayor of Whittlesey

Julie Windle
13.6.18