

WHITTLESEY TOWN COUNCIL

Minutes of the Full Council meeting held on Wednesday 10th July 2019 at 7.00pm at Grosvenor House, Grosvenor Road, Whittlesey.

Present: Cllr Mrs Windle, Mason, Miscandlon, Gerstner, Wicks, Mrs Laws, Munns, Mrs Mayor, Davies, Bristow Mrs Lang-Whistow, (Cllr David Connor Cambridgeshire County Council).

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

Recording: DS25.0249 DS2

F127/19. To receive apologies from absent members and the reason for the apology.

Cllr Whitwell (holiday), Cllr Dorling (attending another meeting and will arrive late), this was proposed by Cllr Miscandlon, seconded Cllr Davies with approval of all members.

F128/19 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 F148/19

Portfolio holder for FDC
Cllr Bristow FDC Member

F129/19 – Cllr Mrs Dee Laws – Neighbourhood Plan presentation.

Cllr Mrs Laws thanked the four members of the working group for their continued work and support with bringing this project to fruition.

Whittlesey Town Council Members of the Neighbourhood working group thought an overview for new members would be helpful.

In 2014 Whittlesey Town Council decided to develop a Neighbourhood Plan for the Parish of Whittlesey. A Neighbourhood Plan is a statutory planning document that, if approved, will be used to determine planning applications. It will sit underneath the Fenland Local Plan and the Fenland Local Plan and National Planning Policy to provide more specific planning policies for Whittlesey Parish. The aim is that Whittlesey Neighbourhood Plan will reflect the views and aspirations of those living and working in the Parish, so the community is being involved throughout the process.

APRIL 2015 -Designating the Neighbourhood Area

Whittlesey Town Council applied to fenland District Council to designate the whole of the Parish of Whittlesey as a Neighbourhood Area. The application was determined by Fenland's Planning Committee on 29th April 2015: the whole of the Parish was designated as Whittlesey Neighbourhood Plan area.

The Neighbourhood Plan Working Group is made up of four Town Councillors – Cllrs Alan Bristow, Eammon Dorling, Ray Whitwell and myself, who are driving the plan forward.

MARCH 2017 Public Consultation – Residents & 5 x Schools Survey

In March 2017 we delivered a questionnaire to everybody in the Parish to get their initial thoughts about various issues within The Parish and what the Neighbourhood Plan should do. The questionnaires were accompanied by more targeted consultation with younger people in local schools.

JULY 2017 – Housing Needs Assessment

As part of the Neighbourhood Plan, we had a more focus public consultation held in Whittlesey Christian Church. We ran three open sessions which anyone could attend. Each session included an overview of the previous consultation results, a presentation on the challenges affecting smaller towns, and an interactive workshop where residents were invited to answer a series of questions designed to develop a vision and objectives for the future of the Parish.

FEBRUARY 2018 - PUBLIC CONSULTATION

The Parish of Whittlesey Neighbourhood Plan working group posted details inviting All Members of the Community to an NHP Workshop.

The community have already been involved in finding the key issues affecting the Parish through a questionnaire as well as developing a vision and set of objectives for the plan at the event in October 2017.

This session included a presentation from URBED (WTC's agreed Planning Consultants), telling people everything they needed to know about a Neighbourhood Plan, updating attendees, on what we've done so far and giving the tools we needed to start drafting the policy ideas.

The public workshop – a round table session where we worked together to develop policies on a theme: transport, employment, shopping frontage, housing developments, windfall sites, drainage/flooding, open spaces/play areas, etc

We had reached an exciting stage – developing draft policies to go into the Neighbourhood Plan.

As you can appreciate this was a mammoth task for the Members of the working group to bring together and collate the evidence-based information obtained from Public Surveys and Workshops to create draft policies with justification.

With the additional support of Shared Services Policy Officer, Ed Dade the working group achieved a final version of The Parish of Whittlesey Neighbourhood Plan draft polices circulated to all Town Council Members on 14th June 2019 and invited any questions or comments.

The responses received from Whittlesey Town Council Members was very positive.

Whittlesey Neighbourhood Plan working group are now able to move forward.

The remaining tasks ahead and the working group does need the professional skills of URBED to achieve the following tasks:

1. Write the first draft of The Parish of Whittlesey Neighbourhood Plan
2. Consulting on completed plan
3. Possible modifications
4. Submission to Fenland District Council
5. Independent examination by The Planning Inspectorate at Bristol
6. Possible modifications
7. Referendum

Whittlesey Town Council Neighbourhood Plan Group has previously applied from Grant Funding from Government and were successful. Town Council initial financial support to commence this project from the grant money this has been reimbursed.

The second part of Town Council's successful grant application was Government's Locality Grant Funding Department employed ACOM a known professional and reputable independent organisation in the industry to provide a 'Housing Assessment Needs' report, free of charge to this Council.

This is an expensive piece of work and is a valuable evidential based document to support The Parish of Whittlesey draft policy for future Housing/Development needs.

Members of the Neighbourhood working party have invested many quality hours to reach this stage and when starting this lengthy journey Whittlesey Town Councillor recognised the importance of a

Neighbourhood Plan and were in complete agreement to pursue through to adoption at Fenland District Council.

The Neighbourhood Plan working group returns to Town Council Members this evening to report exactly where we are and request support for £15,000 funding for the professional help required to achieve a valuable planning document for The Parish of Whittlesey.

We would also like to add we have an opportunity to submit a further application to Government's Locality Department to ask for further funding, but this is a lengthy process and naturally at this stage we cannot predict the outcome.

We cannot move forward without the guaranteed financial support of £15,000 from Whittlesey Town Members tonight.

Thank you for your consideration,

Members of Whittlesey Town Council Neighbourhood Plan working party Cllrs Alan Bristow, Eammon Dorling, Ray Whitwell and Dee Laws

Cllr Gerstner – asked about the risk factors of the costs as the project moved forward – Cllr Mrs Laws advised they have analysed this and it should not be any more than 15K, they are also going for grants, the other risk factor is if they are turned down by the planning inspectorate. They are on their 17th version of policies to ensure they are as robust as possible. There may be a possibility that in some cases the NHP could overtake the LPP. The timeline is section 1 – 7.

Cllr Dorling & Boden joined the meeting 19.25

Cllr Mason proposed that the council fund the £15,000 for the next stages, this was seconded by Cllr Mrs Mayor 10 in favour, three abstained, Cllr Gerstner, Dorling and Wicks

F130/19 – Mr Gray-Esson – Pacific Campaign 2020 presentation.

Mr Gray-Esson, in 1996 the government introduced the opportunity for wives to visit the graves of relatives in Kanchanaburi. Mr Gray-Esson visited with his mother as his father was buried there. Following the visit, he became very interested and, on his return, started to attend the local Cambridgeshire Regiment Branch in Whittlesey. Mr Gray-Esson is pleased that the government is moving the May bank holiday so it will commemorate the 75th Anniversary of VE Day, however wishes to advise members that a petition has been setup encouraging the government to recognise VJ day on 16th August 2019 for those who fought and died in the far east.

Mr Gray-Esson would like to organise services in Whittlesey, he has spoken to Revd Whitehouse which has resulted in a service at St Mary's on 8th May 2020 to celebrate the 75th Anniversary of VE day and 15th August 2020 to support VJ day.

He contacted the editor of the Fen Magazine who has agreed to help publish any information about this. He has also spoken to Steve Barclay MP who was in favour of some members going to London to present some information regarding this.

Mr Gray-Esson is asking for support to bring all of this to fruition.

Cllr Mrs Laws offered to have a strapline put on the council website.

Cllr Davies, Miscandlon, Mrs Laws and Mrs Windle have offered to assist Mr Gray-Esson and to also include this item on the projects committee agenda.

Proposed Cllr Mrs Mayor and seconded Cllr Laws with a unanimous vote in favour.

Due to the early start the mayor suspended standing orders at 7.55 for a comfort break of 5 minutes. The meeting resumed at 8.00

F131/19 Police matters including CCTV Report.

Cllr Davies asked if the police will attend a Full Council meeting, the Chairman advised they have attended in the past and we can request attendance, however this is usually down to their shift pattern and availability. The Clerk to ask Superintendent Gipp, Inspector Lombardo and Sgt Lugg to attend and give an update on matters in Whittlesey and the villages either at the November or January meeting.

F132/19. To confirm and sign the Minutes from the Full Council Meeting held on the Wednesday 12th June 2019

Ratified: The Minutes were approved and signed as true record.

At Fletton liaison group, Cllr Wicks approached the representative from the EA, the EA have not responded in any shape or form. The Clerk will make the changes and members agreed unanimously these could be signed when the changes have been made.

F133/19 Public Forum

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

9 Members of the public present.

Mr Steve Robertson – Kings Dyke astonished that there is nothing on the agenda for WTC to issue any statement

Mrs Lynda Day – upset about the news about the Kings Dyke delays. The present Kings Dyke project started in 2013, communication from CCC has been virtually non existing. Cost 13.1 million hugely incorrect. No one accountable for the delays or the costs. WTC should ask or demand the CEO or the leader to come to an open public event to give an update. Mrs Day called Mayor Palmers office asking if the scheme could still go ahead.

The Mayor suspended standing orders to allow Cllr Boden to speak, he responded as follows: -

There are still contractual matters with Keir that haven't been finalised. In a few days Keir will give a resolution to the project. The Combined Authority has overall control of the project however CCC have been tasked to move the project forward and build the bridge. There are now three options available.

1. Contract with Kier to go ahead and build the bridge. The contract would have any number of constraints within it to safeguard the Combined Authority and CCC.
2. CCC could say thank you and go elsewhere, but still use the designs that have been produced by Kier
3. CCC could say to the combined authority unable to proceed with option 1 and 2, and the Combined authority would need to tell CCC which way to proceed.

Due to the contractual confidentiality Cllr Boden cannot confirm any information that has been out in social media. He did confirm the Mayor of Cambridgeshire and Peterborough remains committed to the building of the bridge.

The Mayor resumed the meeting.

Mr Robert Windle – Chairman - Whittlesey Sports Association – advised Kung Fu & Karate teams went to championships and came back with 4 awards, Whittlesey football club now starting a girl's section. He has received a national award for his work in Whittlesey. It's a knockout has been heralded a great success, hopefully they will look to do it next year, but move the date as it clashed with Father's Day. Mr Windle thanked Mr Whitwell for attending the It's a knockout day and supporting the event.

Standing Orders were suspended to allow Cllr David Connor to speak.

Cllr Connor updated members on the drought damaged roads. The B1093, 75K has been used to seal the cracks and fill the holes. Additional funding has been awarded to this road and the projects team will be looking at this scheme, and will look to add this road to the transport delivery plan,

Wype Road – Railway crossing to B1093 is in awful condition and will be repaired, there are no timescales at the present.

Pondersbridge LHI – 15K accounted for in the scheme, site meeting with residents of Pondersbridge, WTC and Ramsey TC representatives. Drawings have been completed, consensus is the scheme is good and will work. Cllr Connor has spoken to Jason Ablewhite tonight who has offered monetary help with this scheme, an additional 10 -12K out of the road safety fund. Cllr Connor advise the whole scheme will cost 32/33K he is asking for an additional 2.5k from WTC, plus the initial 10% of the first 10K. he so far has no commitment for funds from Ramsey. Cllr Connor confirmed the funding so far is ring fenced.

Cllr Gerstner asked if the cost of the project is guaranteed at 30 / 33k, there is a shortfall of 5K which is where they are looking for the 5k to be financed by WTC and Ramsey. He is doing his best to ensure the price stays stable.

Cllr Mrs Mayor proposed the work is carried out but wishes to have confirmation that Ramsey will contribute to the 5K shortfall. Cllr Mrs Mayor will attend the Ramsey TC meeting tomorrow night.

The meeting was resumed.

F134/19. Agenda items for Discussion.

Property working group update & building name

On Friday 5 July Whittlesey Town Councillors were invited to a site meeting at the new Town Council offices in Queen Street to view the progress made on the project. It is to be hoped that those Councillors who were unavailable on that occasion will be able to visit the site in the very near future.

The conversion of the former police station is on schedule with a completion date of 20 August very much in focus. The site will be handed over officially by NB Construction on Thursday 29 August.

The outer shell of the newly constructed Council Chamber is complete, and the next stage is that of providing services and internal construction and decoration.

British Gas are being chased daily to provide three separate inputs for heating and cooking facilities whilst a grant application has been made to Glassmoor Local Environmental Fund for the installation of solar panels to provide electricity for the whole building. A separate grant application to Central Government for the provision of electric vehicle charging points is also underway.

Modifications to the original specification have been proposed at no extra cost in the main ground floor office area to provide a suspended ceiling and on the advice of Building Control after a recent inspection a more robust set of rails on the rear first floor patio area together with roof lights are recommended to meet with fire regulations. The cost of these items has been already been accommodated in the budget without accessing the agreed contingency figure.

It is further recommended by the Property Working Group that additional bollards at around £20 each be purchased for insertion at the front car park to prevent unauthorised parking and that there will be no provision for disabled parking as ample facilities are provided in the public car park across the road.

Discussions are in hand on the provision of additional TV screens in the Council Chamber and Members Meeting Room.

Whilst a sum of £3,200 has been allowed in the main contract for upgrade and minor improvements to the existing fire, intruder and CCTV systems it is the view of the Property Working Group that taking into consideration the age of existing equipment that quotations should be invited for new systems. Three local companies have been approached but to date only one has replied expressing an interest.

We are awaiting the removal of the redundant generator and associated supply of oil by Whittlesey Junior Football Club who have been gifted these items.

The Peterborough Asylum for Refugees have advised that the next arrival of refugees will not be before 20 August which enables us to prepare the two flats in good time and a meeting to discuss final arrangements has been made for later in this month.

As reported at last month's Full Council Meeting we are confident that the majority of the VAT on this project can be reclaimed and whilst we are incurring VAT on stage payments at present which may take some time to reclaim this is not anticipated to have any detrimental effect on the council's main financial budget

A Civic Opening Ceremony for the premises has been set for Sunday 29 September 2019 at 3 pm to be officiated by His Honour Neil McKittrick, High Sheriff of Cambridgeshire and the Town Mayor, Cllr Mrs Julie Windle with a public preview day to be arranged for the previous day, Saturday 28 September to which representatives of local community groups will be invited.

Building Name

Cllr Whitwell was not present and cast a proxy vote, acceptance of this was proposed by Cllr Miscandlon, seconded by Cllr Mason with a unanimous vote in favour

Nova House, Wakelyn House & Novus House and no proposer or seconder.

Elizabeth House, proposed Cllr Mrs Windle, seconded Cllr Mrs Mayor 1 in favour, 5 against, 7 abstained.

Ladysmith House, proposed Cllr Mason, seconded Cllr Miscandlon 3 in favour, 4 against 6 abstained.

Peel House, proposed Cllr Mrs Laws, seconded Cllr Mrs Lang-Whiston Whiston 7 in favour, 1 against, 5 abstained.

Nova House, Wakelyn House & Novus House and no proposer or seconder.

The name of the new offices will be PEEL HOUSE .

Statement on single use plastic and sustainable features at new premises – Cllr Dorling

Taking account of feedback from public, WTC no longer uses Single Use Plastic at meetings held in all Council premises, if water is to be provided it will be in a sustainable way using tap water.

I propose we consider the following initiatives in the new premises that are not currently part of the agreed specification:

Installation of Solar Panels capable of generating 8.4kW – 9.7kW and including **Battery Storage** via a hybrid inverter of between 5 and 7kw of storage at a cost of between £16,000 - £25,000 before grant funding.

Provision of an **Electric Vehicle charging point** at the front of premises at a cost of about £1,500 after OLEV (**Office for Low Emission Vehicles**) grant of £500 per socket.

I propose these measures for Full Council to consider.
10th July 2019

This item was discussed at length, with members offering differing opinions of the best way forward. The Clerk to investigate a water cooler at the new offices that is mains fed and the Cllrs will provide their own reusable bottles, or just use a glass.

Cllr Dorling proposed we do not use single use plastic and find alternatives. We have solar panels on the roof providing we obtain the grant funding from Glassmore Bank and, we have an electric car charging point installed. These items were also included within Cllr Masons Report.

Parking

Cllr Gerstner asked if there is anything in statue regarding disabled parking. Cllr Gerstner was advised there is nothing in statue regarding this. Members accepted the Clerk be given about a parking space, however the rest of the spaces and who can park there needs further discussion as this is private property. Cllr Mrs Laws advised when the office was at the Town Hall, there was no official parking for anyone and both Cllrs and visitors used the local car park. Cllr Wicks expressed concerns about the insurance liability the council would face should the general public park in these spaces outside of pre-arranged meetings. Members will agree to the bollards in Cllr Masons statement, but agreed further discussions must take place, with possible advice being sought from FDC.

LHI applications

The Mayor advised members the closing date is 4th August 2019 and the Clerk will not be available after 2nd August, therefore members must meet with the Clerk prior to the 2nd to complete their applications. Cllr Boden advised the rules to have changed and we can only now have 2 applications 1 for each County Council division (North and South). Cllr Connor advised the funding has stayed the same as last year, the maximum amount anyone can bid for is £15,000.00

Cllr Bristow would like to recommend 3 LHI's but understands he can only propose one.

1. Pedestrian crossing on Station Road at the junction of Inhams Road,
2. Speed Camera's Bellmans Road, New Road, Station Road, it is becoming a rat run to get to SHS and this may increase as the pupil admission numbers go up.
3. Yellow lines in front of Inhams Court – inadequate, people are parking right up to the junction, yellow lines need to be extended.

Cllr Bristow proposed the Zebra crossing, Cllr Davies suggested the cameras and advised if they were mobile, they could be used throughout the town and not just that ward. Cllr Mrs Laws suggested the interactive speed cameras throughout the town. Evidence is accepted by the police and could be acted on if you can demonstrate a problem. The zebra crossing was seconded by Cllr Gerstner 9 in favour, 1 against 3 abstain. This is for Whittlesey South.

Whittlesey North

Cllr Mason – Junction of Church Street and Park Lane – prohibited lines on church street by the cottages, also onto Church Street for about 15 metres. Really dangerous, with cars parked right up to the corner.

Cllr Mason - footpath from Love Lane to Boyce Close in the interest of public safety.

Cllr Mason proposed the Parklane / Church Street Junction, seconded Cllr Boden 11 in favour, 2

Cllr Boden speeding and safety issue when A605 changes to 40MPH, Cllr Boden agreed to bring this up at the 2020 LHI submission.

Pondersbridge Bus Shelter – Cllr Wicks proposed that we accept the transfer of the Pondersbridge bus shelter providing the suitable repairs are completed by FDC. Lots of discussions. Members asked for details of the repairs prior to agreeing. Clarification of what the works are, then bring it back to Full Council.

F135/19 Ward Matters

Cllr Bristow - Railway Station, attend the railway yesterday he found 2 GA people and a contractor, he asked why they were there, and the response was where the interactive board and CCTV will be located. It will be on the platform heading towards March.

There has now been an interagency group formed for the masterplan, Cllr Bristow is the FDC representative, there needs to be a Parish Councillor, the initial meeting was today and as Cllr Mayor has previously been his deputy, she attended in his absence, proposed by Cllr Bristow seconded Cllr Mrs Mayor, 11 in favour, 2 against. It was agreed at the initial meeting a communication be sent from the Chairman of the group and would be available for the councillors and could go on the website.

Cllr Davies – Dog fouling in his ward, he has handed out bags on his Ward.

Cllr Munns – vegetation on the pathway on the bird's estate, he has also been in contact with Sgt Lugg regarding ASB in Feldale and the surrounding areas.

Standing Orders were suspended

Cllr Wicks - Street light dispute in Coates, the path has been adopted and therefore the light will be repaired. Overhanging trees between put this on.

Cllr Wicks - Spraying of the paths taking place at end of June, dieback period should be evidence in the next couple of weeks.

Cllr Dorling 136 commercial properties, 16 vacant roughly 12%

Cllr Gerstner – Bower overgrown outside residential property, Cllr Mason is assisting on this matter

Cllr Gerstner – CAB could they report to the council, non-Whittlesey people are being seen on a Friday. Write to CAB and clarify the situation, Whittlesey people should be first.

Cllr Boden – Rhinos road surfacing repairs are very poor according to residents. After some investigation, Cllr Boden has ascertained a new system is being used and looks completely out of place as it is jet black, it is a deliberately designed so motorists see there is a change, it goes grey within a few months. He has been assured that technically this is a far better solution.

10.10 Cllr Mrs Mayor, Mrs Laws and Lang-Whiston left the meeting

F136/19 Street Scene Officer Report

Cllr Gerstner – Noted fly tipping has increased.

F137/19. To receive reports from to Outside bodies

Cllr Mason – WEFA with community groups, donations,

Cllr Bristow – Community Rail Partnership – working day preparing for CRP for the national accreditation and meeting with the steering group discussion the accreditation

Cllr Mrs Windle – Christmas Extravaganza – they were going to apply for charity status but have decided against it. Cllr Gerstner advised they are struggling and have a projected shortfall. The extravaganza may not be as big as last year and they did overspend.

F138/19 To report the draft minutes from Finance & Policy on Monday 17th June 2019 and receive the minutes from the Monday 20th May 2019

The Minutes from Finance & Policy on Monday 17th June were reported, and the minutes of Monday 20th May 2019 were approved and signed as a true record.

F139/19 To report the financial documents

- To report the bank reconciliation. – The reconciliation balanced
- To report the list of payments vouchers 50 to 86 to the value of £13,750.63 members approved the payments to report the list of uncashed payments
- To report the year to date figures (2019/2020)

F140/19 To report the draft minutes from the Planning Meeting on Monday 8th July 2019 and receive the minutes from Monday 17th June 2019.

The draft minutes from the planning meeting on Monday 8th July were reported and the Minutes from Monday 17th June were received.

F141/19 To report the draft minutes from Community Projects on the 8th July 2019 and receive the minutes from the 10th June 2019.

F142/19. To discuss any planning applications received from Fenland District Council for comment including: -

To receive the list of planning application decisions.

F143/19 Information Only.

Civic Opening – Sunday 29th September 2019 at 3.00pm
Civic General Saturday 28th September 2019 10 -12 open day.
Mayors Civic Service Sunday 27th October 2019 at 3.00pm

F144/19 Invitations. - There were no invitations.

F145/19 Consultations

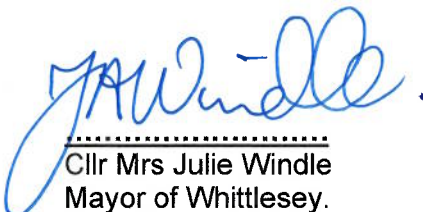
Consultation on the Cambridgeshire and Peterborough Combined Authority Local Transport Plan
Cllr Bristow will prepare a response and circulate to Cllrs for comment.

F146/19. Date of next meeting – Wednesday 11th September 2019

F147/19. Exclusion of the Public, including the Press.

F148/19. To discuss those items previously agreed at agenda item F128/19.

Meeting closed 10.45

 11th September 2019 .
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Cllr Mrs Julie Windle
Mayor of Whittlesey.