

WHITTLESEY TOWN COUNCIL FULL COUNCIL

Minutes of the Full Council Meeting held on Wednesday 12th February 2020 at Peel House, Queen Street, Whittlesey, PE7 1AY

Present: Cllr Mason (Chair), Mrs Mayor, Miscandlon, Munns, Ms Lang, Mrs Laws, Whitwell, Wicks, Boden, Dorling.

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

Recording: The meeting is recorded as an aide memoir for the Town Clerk

F21/20. To receive apologies from absent members and the reason for the apology.

Cllr Mrs Windle & Gerstner (holiday), Bristow (personal), Davies (work)

F22/20 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 F40/2020.

Cllr Mrs Laws as the Portfolio Holder for Planning at FDC. Cllr Mrs Mayor as a member of Fenland District Council Planning Committee, she may make comment but reserve the right to change her mind should further information become available later.

F23/20 Street Scene Officer Report & Dawn Sadler – Senior Environmental Health Officer.

Mrs Sadler advised that dog fouling is high on the priority list. The Street Pride groups have been extremely helpful with this issue.

They have an apprentice in EH team who has secured an EHO job at Fenland District Council, she is working on air pollution with the brick yards and the environment agency.

Food safety is back in house at FDC, they are now looking for another EHO to assist with food safety.

Cllr Dorling – asked if there is any restriction pickers and bag rings, Mrs Sadler did not think so but would ask check for Cllr Dorling.

F24/20 Police matters including CCTV Report

Members received the report and noted the comments from Inspector Lombardo which stated that street patrols for schools and parking over residents' drives would become a priority.

Sgt Lugg reported that he has 4 dedicated officers which will increase to 6 throughout the year.

F25/20. To confirm and sign the Minutes from the Full Council Meeting held on the Wednesday 8th January 2020.

Ratified: The Minutes of the meeting were approved and signed as a true record.

Cllr Whitwell advised members that as of midnight tonight the bus shelter at Pondersbridge would transfer into Whittlesey Town Council's ownership.

F26/20 Public Forum

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

Deborah Slator – Defibrillators for All, as WTC have now moved into the new office can the defibrillator be installed – Mrs Slator was asked to liaise with the Clerk.

Mr Hodson – Support the Growing Fenland Project especially, item 8. On the 15 August Cllr County was at a meeting in Whittlesey and agreed a bypass will be needed. The funds for the bridge could have been allocated to the relief road and not the bridge. The Whittlesey Masterplan should not be supported.

Richard Hunt –Represent the Business Forum – Raise a committee to investigate the management of the closures of the B1040, there are times when the road is closed due to flooding but there is no water on the road. The closures could be managed in a better way

Peter Baxter - He is in favour of a bypass for Whittlesey and doesn't think the bridge will help, the report prepared by Akins states the primary function of the bridge is to increase the capacity of the Road. He feels the bridge will open the doors to developers who will market Whittlesey as accessible. Cllr Boden was asked to investigate the comments made by Mayor Palmer after the meeting where Kier were taken off the job.

Cheryl Wright. – Fenland Flag. A very positive response to the flag with windows displaying the flag. The flag designer James Bowman lives in Ely. Some Whittlesey shops are holding stock of the flags and by displaying the flag will bolster the town. Can the Town Council consider flying the flag in Whittlesey?

Liz Crosby – Horrified to read in the Growing Fenland that Whittlesey has some of the poorest health outcomes in the country, when we are surrounded by fields. This could be due to some of the HGV traffic travelling through residential areas to get to the industrial estates.

F27/20 – County Councillor reports.

Cambridgeshire Advisory Freight Map – Cllr Boden

Cllr Boden advised this is a national requirement. The real importance is it can affect the way commercial sat nav's and directs freight away from towns. Our part of A605 has been nominated as part of the through route for freight is totally unacceptable, CCC no longer responsible, it is with the combined authority, Cllr Boden is on the Combined Authority and he has made it his work to ensure the A605 (Whittlesey part) is removed from the next version of the advisory freight map. There will be quite a few stages to go through and he will take every opportunity to notify residents so they can comment on this map.

Whittlesey Relief Road – Cllr Boden

The relief road is not the responsibility of CCC but is the responsibility of the Combined Authority. He is pushing this as hard as possible when discussions are taking place. The relief road is not part of Growing Fenland as this has a five-year plan. Every opportunity is being used to push the concept of a relief road forwards. The cost of the relief road will be development of the areas, one will not come without the other. Development will be inside of the relief road.

Growing Fenland – Cllr Boden

The Growing Fenland process has been pushed through and has been approved by the Combined Authority. There was a great deal of disappointment by all at County level when Kier were removed from the project. The responsibility lies with the Combined Authority and they have devolved the design and construction element to the County Council to do on their behalf. CCC Leader Steve Count took personal authority for moving this project forward, the timetable he discussed at the meeting in August 2019 continues to be in existence now. Cllrs Boden and Connor attend monthly high-level meetings to monitor this to ensure the projects reaches fruition as soon as possible. Any changes to the original approved plans for the bridge would mean a resubmission of plans and therefore put the bridge back by 12 to 18 months. Cllr Boden advised they are trying and succeeding at present to get the contractors interested and working on their bids. There will be meetings in Whittlesey around the 22nd March of the Economy and Environment Committee and the General Purposes Committee at which the bids that have been submitted will be evaluated and a decision made on who the contractor will be. By end of 2021 the bridge should be open and working.

Kings Dyke - Cllr Connor updated members follows: -

Tender returns are due 13th March. We have good interest from the marketplace, with a healthy level of tender clarifications ongoing. We are up to date in answering these and many are of a highly

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technical, very detailed, nature. Tenderers have also engaged very well with our in tender checks and we are confident of strong bids.

A robust process of tender evaluation will then begin, culminating Officers' recommendations to the E&E meeting 23rd April; from which we will be seeking Members' delegated authority for Officers to award the contract to the preferred bidder.

Once the contract is signed and sealed there will be a process of technical checks, plus any advance works onsite to help de-risk some of the technical elements of the scheme – for example underground apparatus. Indeed, some of this has already started and Members may have noticed ongoing trial pit work to help establish the precise requirements of the underground gas apparatus, for example.

We have a Communications Plan in-train which will inform our messages on each of the channels, including the King's Dyke webpage, social media and indeed the signboards onsite. There will be updates on all of the key milestones highlighted above.

We are therefore on target for a start of works late 2020 and would be delighted for local Members' ongoing thoughts and feedback, starting 19th February and continuing thereafter.

Pondersbridge – Cllr Connor

We have 20k ring fenced from two successful LHI bids, we have 10K committed from the PCC, 10K from Mick George Waste Limited, and finally 3k each committed from WTC and Ramsey TC. Grand total for 46K committed to Pondersbridge road improvements. We have had a quote from Skanska of 49,300 to complete the four schemes which are attributed to the above. We are approximately 3.5k short. Cllr Connor has spoken to Gillian Beasley at CCC to fund the difference and is waiting for confirmation. This scheme should save CCC 14k per year as it will alleviate the need for taxis to take children to school due to the dangerous road.

Turves – Cllr Connor

The bus shelter has been ordered and will be located at the same location as the previous one, it was the views of residents that due to the lack of CCC land, this was the only location available. Members suggested that the owner of the former shop which has been closed for approximately 20 years be contacted to see if he would be willing to have the shelter located on the land near the shop as this would negate the children having to cross the railway line.

Cllr Boden advised members the new highways officer, Nick Munns is in post and will be looking after Whittlesey and the villages, he has inherited a backlog so would prefer everyone to report any issues via the CCC website.

F28/20. Agenda items for Discussion.

Property working group – Cllr David Mason

Being mindful that our lease at Grosvenor House expires in May 2020 and that conditions of the lease state that we need to hand over the property in at least as good a state as we received it in 2010 the Property Working Group are in the process of arranging a site inspection with the current landlord to ascertain his opinion on the present condition of the property.

I have taken the precaution of engaging a Property Maintenance Consultant who has inspected the building and identified essential building works and submitted an estimate of costs.

I have also confirmed in writing with various suppliers that the automatic fire and emergency lighting systems, intruder alarm system, fire extinguishers and stair lift, all installed by Whittlesey Town Council during the period of the tenancy are indeed the property of the Council and our only liability is to give due notice that all maintenance contracts will be terminated giving three months' notice in accordance with our agreements.

Following comments from our domestic tenants about problems arising mainly from condensation and water ingress an inspection of both properties took place on 9 January 2020 involving

representatives from Whittlesey Town, Peterborough City and Fenland District Councils along with the local letting agents.

A report was compiled by Louise Williamson, Communities Officer, Peterborough City Council and after further consultation with the tenant's minor internal works have been carried out at no expense to Whittlesey Town Council. However, after a subsequent roof inspection leaks have been attended to along with the clearing of gutters and downpipes. These items are clearly the responsibility of this Council as landlords and we await an invoice for the work.

The first-floor fire door to the commercial offices at Peel House which had rotted away has been completely replaced at a cost of £550.

It has become apparent that the only kitchen facilities providing hot water, drainage facilities for dishes etc for both tenants and the Town Clerk are situated in one of the upstairs offices. It is therefore proposed that a quotation is sought to erect a stud wall and new entrance door to what would become effectively a communal kitchen, and this is in hand at present. We have approached companies to supply a quote for this work, however only one has been forthcoming with a price of £1700.00, the tradesman is not Vat registered. This was proposed by Cllr Mason, seconded by Cllr Mrs Laws with a unanimous vote in favour.

One large first floor office has been let to ISA-CAM since 1 December 2019, a company that provides security consultancy, project management, Personal and VIP security. A second smaller office has been let to Cambridgeshire County Council, for the one to one education of children with learning difficulties. Initially the letting from January has been on an hourly basis but negotiations are now in hand for the permanent letting of the room, leaving only one commercial office to let.

At a previous meeting Whittlesey Town Council rejected an approach from Young Technicians for several reasons but most notably that they had insufficient funding and were looking for a rent-free period of up to three months. Funding is now in place to enable this group to occupy the office in question on a full-time basis.

I would therefore request that Whittlesey Town Council reconsiders the situation bearing in mind that should we accept the Young Technicians as tenants then we would fulfil our stated budget requirements for the year 2020/2021. Cllr Miscandlon proposed we offer a commercial tenancy for six months; this was seconded by Cllr Dorling with a unanimous vote in favour.

Growing Fenland – Cllr Mrs Dee Laws

March 2018 – CPCA Board awarded the sum of £50k allocated to Chatteris, March and Whittlesey

May 2018 - Works starts on developing Growing Fenland masterplan for Whittlesey, Procurement process begins to engage consultants to deliver the project. Town Council contacted with details of the project and asked to nominate a Town Council representative to sit on the Town Team. Leader of Cambridgeshire County Council nominates a County Council Member to sit on the Town Team. Leader of Fenland District Council nominates a District Council Member to sit on the Town Team. Whittlesey Town Council to consider other Members for the Town Team

July 2018 - Background information collated on Whittlesey. Members receive briefing note on Growing Fenland project. Update letter sent Whittlesey Town Council.

September 2018 - Consultants Metro Dynamics appointed by CPCA Board. Press release issued re appointment of Metro Dynamics. CPCA agree for Wisbech to be included in the Growing Fenland project.

October 2018 Growing Fenland Stakeholders workshop for Whittlesey Town members and Metro Dynamics

November 2018 Growing Fenland Whittlesey Town Team meeting

January 2019 Growing Fenland Whittlesey Town Meeting. Initial on-line public survey begins

March 2019 Growing Fenland interim report reviewed by Officer Project Team and Metro Dynamics

April 2019 Growing Fenland Whittlesey Town Team Meeting

May 2019 Initial on-line public survey ends

June 2019 Public consultation interim report begins

July 2019 Public consultation on interim report extended to 26.07.2019

17th July Growing Fenland Strategy Session – for local stakeholders involved with delivering transport and housing services

26th July Public consultation on interim report ends

1st August Growing Fenland Strategy Session – for local stakeholders involved in delivering educational services

2nd August Growing Fenland Strategy Session – for local stakeholders involved with delivering services linked to employment, culture and health

September 2019 Growing Fenland Whittlesey Town Team Meeting to finalise the report

9th October Final Growing Fenland Whittlesey report approved at Whittlesey Town Council meeting

9th January 2020 Chatteris, March, Whittlesey & Wisbech Growing Fenland town plans approved by FDC Cabinet. Growing Fenland Overarching Strategic Report noted.

23rd January 2020 Chatteris, March, Whittlesey & Wisbech Growing Fenland town plans approved by CCC Communities & Partnership Committee. Growing Fenland Overarching Strategic Report noted.

Proposed next steps

The four Growing Fenland town reports were approved by the Combined Authority at their board meeting on 29 January 2020. At the same meeting, it was advised that a £5m capital budget has been allocated for delivering projects in the masterplans from all market Towns in Cambridgeshire and Peterborough area. CPCA funding for projects outlined in the Growing Fenland plans (and the masterplans for other towns) will be allocated through bidding process due to start in June 2020, once other town masterplans have been received and approved. Business cases will need to be produced for any projects that are seeking funding from CPCA.

It is therefore proposed that a series of Town Team meetings are convened during March 2020 so that the projects within the reports can be prioritised and potential funding needs identified, in advance of the CPCA bidding process commencing.

Cllr Boden added the 5 million is in the budget and theoretically will be split between 10 towns, however it may not be split equally. In FDC we are concerned to ensure the four towns get more than their fair share. Some of the towns possibly March, may be taken out of the process as they are part of a funding option from central government which would supersede this funding option and if successful, they may be withdrawn from this process.

'Interactive signage' Cllr Boden has access to matched capital funding, the application for this funding needs to go in by the end of February.

The Chairman suspended standing orders to allow the Clerk to leave the meeting and put eye drops in as she had an eye infection.

Interactive Signage Update – Cllr Mrs Dee Laws

Cllr Mrs Laws reported as follows, herewith her report.

I appreciate resident's frustrations when B1040 Whittlesey Wash & North Bank Peterborough roads are closed during flooding events and with the Environment Agency, CCC Highways & PCC Highways are looking at improving the situation for both closures.

For the North Bank & B1040 closure CCC & PCC Highways Authorities investigating the cost of installing automated signs at various locations to advise of the closure. Currently these costs to be sent through from the Highways Authorities supply chain.

For both closures the Highways Authority are looking to install additional flap signs to advise of the closures and this will be for both roads.

For North Bank Road – PCC are looking to install more sensors.

Joint discussions (The Environment Agency, PCC Highways & CCC Highways) are ongoing how to minimise the period of times of one or both road closures enabling the notice to be lifted between high tides, discharge of water out of the washes, taking in to account sitting water on the roads and the volume being sent down stream to be accommodated in Whittlesey Washes.

During the latest closure of the B1040 the padlocks on the flood gates were vandalised and this then creates an issue for other residents as there could be water across the road that they may not be expecting.

I noted on Facebook a posting saying the next time B1040 floodgates are closed use a disc cutter and remove the locks. The irresponsible person suggesting this course of action is encouraging criminal damage, placing drivers using B1040 and/or North Bank highways when a road closure notice has been issued facing prosecution, if vehicles are damaged by debris or flood water owners of vehicles are not insured, also placing life and the emergency services at risk.

Cllr Boden advised he has access to matched capital funding, the application for this funding needs to go in by the end of February.

Cllr Dorling – Peterborough City Council, CCC, WTC, need to understand the priorities of the EA. And secondly the Interpretation of data is important, anyone can find out what the levels are, it needs an expert to make predictions, the EA are unable to predict that accurate, therefore we need to get more accurate information before closing roads.

VE & VJ Day – Cllr Mrs Kay Mayor

Cllr Mrs Mayor advised everything in place for two events, VE Friday 8th May 2020 at 10.30 which will include wreath laying at war memorial followed by a short service, then onto St Marys for 11.00am for a full service. The service will be accompanied by the RBL Standard. VJ Day – will follow the same format, but with the presence of the Peterborough Highland Band who will form up at the Council offices and march to the memorial. The Clerk will arrange a road closure from the Car park entrance on Queen Street and the junction of Market Street, by the memorial.

'Get it Sorted' – Cllr Wicks.

Cllr Wicks advised that FDC are pushing the initiative on recycling, there is training at FDC on 24th February 2020 for people who wish to become Champions.

Management Contract for MVAS units –

Cllr Mrs Laws advised we have been awarded LHI, plus the funding from WTC to purchase additional units. Every three to four weeks, the batteries must be removed and charged, the card must be removed, and data sent to CCC and every six weeks the unit needs to be moved. Cllr Mrs Laws proposed we go out for tender to find a company who will undertake these actions ever four or six weeks. The purchase of the three new units was proposed by Cllr Miscandlon, seconded by Cllr Wicks with a unanimous vote in favour. The second proposal is to obtain costs from contractors for the maintenance contract, this was proposed by Cllr Wicks, seconded by Cllr Laws with a unanimous vote in favour.

Cllr Lang-Whiston left the meeting 21.35

Coates footpath 19 – needs a dog foul bin, Cllr Whitwell proposed that we ask FDC to install the bin at a cost of approximately £400.00. We only have to pay for the bin, FDC will empty it. This was seconded by Cllr Mrs Mayor with a unanimous vote in favour.

F29/20. To receive Councillor & outside body reports.

Whittlesey Business Forum – Report received by Members

Whittlesey Station Project Board – Report received; Cllr Mrs Mayor advised an extra meeting on 24th February 2020. Cllr Mrs Mayor will attend representing WTC and Cllr Boden will attend as Leader of FDC

Ward Matters – Bassenhally Ward – Report received by members.

F30/20. Finance & Policy Minutes – There was no F & P meeting in January.

F31/20 To report the financial documents

- To report the bank reconciliation to 31st January 2020
- To report the list of payments & To report the list of uncashed payments
- To report the year to date figures (2019/2020)

F32/20 To report the draft minutes from the Planning Meeting on Wednesday 5th February 2020 and receive the minutes from Monday 20th January 2020.

The draft minutes from Wednesday 5th February were reported, and the Minutes from the Monday 20th January 2020 were received.

F33/20 To report the Community Projects Minutes from Wednesday 5th February 2020.

The draft minutes from Wednesday 5th February were reported.

F34/20. To discuss any planning applications received from Fenland District Council for comment including: -

There were no planning applications for consideration.

F35/20 Information Only.

Pride in Fenland Awards – Closing Date 17th February 2020 at 5.00pm.

F36/20 Invitations.

Music & Magic Evening 20th March 2020 – Whittlesey Christian Church £7.50 per head

Mayors Charity Dinner Dance – Saturday 18th April 202

F37/2020 Consultations

There were no consultations

F38/20. Date of next meeting – Wednesday 11th March 2020

F39/20. Exclusion of the Public, including the Press.

F40/20. To discuss those items previously agreed at agenda item F22/2020

Meeting Closed: 21:45

DAW
11/3/2020

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Cllr David Mason
Deputy Mayor of Whittlesey.

DAW