

WHITTLESEY TOWN COUNCIL

Thursday, 21 October 2021 - 7.30pm

Minutes of meeting

Present: Councillor Laws, Vice-Chairman in the Chair; Councillors Boden, Davies, Dorling, Gerstner, Mayor, Miscandlon, Mockett (until 8.35 pm), Nawaz (from 7.40 pm), Whitwell, Wicks and Windle.

Officer in Attendance: Mr T Jordan, Locum Clerk for the meeting.

F135/21. To receive members' apologies for absence and the reason (in brackets) for the absence

Councillors Mason (personal) and Munns (personal).

F136/21. To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda item

There were no declarations of interest. However, the three members listed below wished that their respective statements be recorded:

- Councillor Miscandlon: as a substitute member of the District Council's Planning Committee, he might make comment on planning applications but would reserve the right to change his mind if more information becomes available
- Councillor Laws: as Portfolio Holder for Planning at the District Council, she would only speak on planning applications if asked, by the Chairman, for advice and clarification on any policy matters.
- Councillor Mayor: as a member of the District Council's Planning Committee, she might make comment on planning applications but would reserve the right to change her mind if more information becomes available.

F137/21. Fenland District Council Environment Newsletter

Members received the monthly report from the District Council's Environment Team, which had been forwarded to them in advance of the meeting.

Councillor Mayor informed members that she had been in regular communication with officers at Fenland District Council regarding repair works which had been required to the Buttercross, stressing to those officers the importance of the works being undertaken before Remembrance Sunday (14 November 2021), and that she is pleased to be able to report that the works would be undertaken, and the temporary protective fencing removed, before 14 November 2021.

Members decided that both the content of the newsletter and the information provided by Councillor Mayor be noted.

F138/21. Minutes of the Council meeting held on 23 September 2021

Members decided that the minutes of the meeting of Whittlesey Town Council held on 23 September 2021 be confirmed and signed by the Chairman of today's meeting, subject to minor amendments being made, at the suggestion of Councillor Windle, to minute F124/21 (to correct the spelling of the forename of Mr Chamberlain) and minute F125/21 (to add to the update which had been given by Councillor Windle in relation to the existing LHI scheme).

F139/21. Public Forum

Any member of the public is permitted, within a total time allocation of 15 minutes, to address the council.

Four members of the public were present, one of whom, Mr Robertson, wished to address the council.

Mr Robertson made reference to a decision of the Town Council's Planning Committee on 18 October 2021 regarding Domino Pizza and informed the council that an enforcement notice had been served upon the developer; a pleasing situation, he suggested.

In addition, Mr Robertson mentioned that there had been, some years ago, on occasions, a French Market in Whittlesey and that he had undertaken recently a survey of townsfolk to see if they would like to see the return of such a market on occasions in the town; he stated that 100% of respondents to the survey had supported the idea. He suggested that Whittlesey Town Council might like to pursue the return of a French Market to the town – the council may wish to view the France@home.com website – and, also, inviting markets featuring products of other nationalities.

Members decided that the comments of Mr Robertson be noted.

F140/21. Agenda items for discussion

(1) High Causeway

Further to minute F125/21 (1), Councillor Boden informed members that Aarron Locks, Manager of the joint CCTV service for Peterborough City Council and Fenland District Council, had given an assurance that the CCTV system would be able to capture the registration numbers of vehicles which had been driven in breach of the traffic regulations applicable in High Causeway. Councillor Boden had, therefore, requested that the CCTV system in Whittlesey be used in that manner.

The point was made by Councillor Boden that, although evidence of the breaches of the traffic regulations could be captured in this way, enforcement of the situation would be a matter for the police.

Councillor Boden reported that he had discussed with Police Sergeant Lugg the possibility of the police taking action to enforce the situation. Sergeant Lugg had confirmed that legally the police could use CCTV footage as evidence; however, there are a number of practical issues which would need to be addressed.

Members were informed by Councillor Boden of the practical issues which had been explained to him by Sergeant Lugg, including the facts that prosecution would be a lengthy process and that breach of the traffic regulations applying to High Causeway is a non-endorsable offence. Sergeant Lugg had expressed to Councillor Boden the opinion that it would not be in the public interest to spend police officers' time in dealing with such matters. Councillor Boden mentioned that Sergeant Lugg had suggested that there may be other possible solutions to this problem.

Councillor Boden commented that he is disappointed that the local police are not responding to community priorities when policing.

Councillor Windle commented that she had been in High Causeway at 2.30 pm today and had witnessed breaches of the traffic regulations.

Councillor Gerstner expressed the opinion that Sergeant Lugg had given the most "long-winded" process of seeking to prosecute such breaches.

Councillor Miscandlon made the point that the new joint CCTV system includes the permanent presence within the CCTV control room of a police officer; surely that officer should be able to monitor the traffic situation in High Causeway on an ongoing basis. He suggested that if there is

no improvement in this situation by the time of the council's next meeting, the matter be raised at the forthcoming meeting with the Police and Crime Commissioner.

Members decided that the information provided by Councillor Boden and the comments of other members be noted and that this matter be considered further at the next meeting of the council.

(2) Peel House heating system

Further to minute F125/21 (2), Councillor Dorling updated members on the situation with regard to the heating system at Peel House.

Councillor Dorling mentioned that the current heating system comprises two elements; space-heating and water. He detailed to members the requirements for space-heating and hot water outlets within the various parts of the building; he made the point that it is important that the water system is free of legionella.

Members were informed of Councillor Dorling's initial thoughts in terms of new heating provision within Peel House; he had concluded that the existing heating boiler is inadequate but the radiators in the building are generally in good order and that a number of potential options are available, which could include "stand-alone, point-of use" heating units in the meeting room and the use of air-source heat pumps for other parts of the building.

Councillor Dorling mentioned that two heating contractors had examined the situation and he had asked them to provide heat-loss calculations and that he would be seeking three quotations for a new heating system (they would be invited to identify what they feel would be the best solution, so the council may not be considering "like-for-like" quotations).

Councillor Nawaz expressed the opinion that there is a need to investigate the possibility of obtaining grant funding towards the cost of a new heating system for Peel House. In response, Councillor Dorling made the point that it would be necessary, firstly, to identify the system that would be implemented and then to see whether such a system would be eligible for grant funding.

Councillor Wicks made the point that the council could possibly look at implementing a totally electrical heating system (including oil-filled radiators).

Councillor Mockett expressed the opinion that the council should ensure that whatever system is utilised, it achieves value-for-money for the local taxpayers.

Councillor Boden made the point that he concurs with the comments which had been made by other councillors; it is important that the council achieves value-for-money; it is not necessary to heat all of the space all of the time; the system needs to have the flexibility to meet the different needs of the various parts of the building.

Councillor Davies commented that he concurs with comments which had been made by Councillor Boden and expressed the opinion that the effectiveness of air-source heat pumps is not yet proven; also, the council needs to ensure that the legionella issue is addressed as a matter of priority; he added that a chemical exists which can be added to the water supply to provide protection from legionella. Councillor Miscandlon commented that this issue had been discussed with the two heating contractors and their opinion is that adding a chemical would provide only a "short-term fix".

Members decided that the information provided by Councillor Dorling and the comments of other members be noted and that Councillor Dorling would report further at the next meeting of the council.

(3) A605 Local Highway Improvement (LHI) application

In the absence of County Councillor Connor from the meeting, members were unable to debate this matter.

Members decided that this item be deferred to the next meeting of the council.

(4) Whittlesey Heritage Centre

Councillor Dorling reported on the current situation with the development of this project, updating members on what had been achieved since the last meeting of the council.

Members had been provided with some documentary information, circulated by Councillor Mason in advance of the meeting, to assist their deliberations.

Councillor Dorling informed members that he would be providing them with estimated costings of delivering the project. He reminded members that the Cambridgeshire and Peterborough Combined Authority (CPCA) had allocated £500,000 for this project; however, until such time as a building design/specification had been produced it would not be possible to confirm whether the funding allocated by the CPCA would be sufficient to deliver this project. If it were not at a sufficient level, the council would need to consider options for covering the shortfall.

Councillor Dorling made the point that some costs, such as installing electrical and water infrastructure would be likely to be similar irrespective of what building would be constructed. He added that grant funding is available for buildings which are constructed in such a way as to make them "environmentally-friendly".

Members were informed by Councillor Dorling of some of the criteria for the proposed heritage centre; such as: its uses; what it would contain; what facilities would be provided. He provided details of some of the project's stakeholders.

Councillor Boden commented that it is unfortunate that estimated costings of delivering the project were not available for this meeting. He made the point that if funding additional to that which had been allocated by the CPCA would be required, the council would need to identify and secure such additional funding before the project commences; alternatively, the council would need to "scale-back" the project to meet the level of funding available.

Councillor Wicks expressed the opinion that if the heritage centre were to include arts and creative aspects it may be possible to access funding from the Arts Council.

Councillor Laws expressed the opinion that the council should explore all potential sources of grant funding.

Councillor Miscandlon mentioned that Councillor Mason is already producing a list of all potential sources of funding.

Councillor Wicks stated his concurrence with the comments of Councillor Boden and expressed the opinion that the delivery of the "full" scheme may need to be via a phased approach.

Members decided that the information provided by Councillor Dorling and the comments of other members be noted and that Councillor Dorling would report further at the next meeting of the council.

(Members resolved to exclude the public for this item of business on the grounds that it involved the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)

F141/21. To receive councillor and outside body representative reports

Councillor Boden reported on a meeting that he had attended, at which he had learned that the town of March would be receiving hyper-fast fibre-optic broadband; such broadband has the capacity to cope with volumes which are 100 x that of "normal" broadband. He added that, subject to a successful bid for additional funding, Whittlesey would be the second town in Fenland to receive such a facility.

Councillor Windle informed members that she had attended (virtually) a meeting, hosted by an officer of the County Council's Youth and Community Support Team, at which it had been announced that, hopefully, a youth club for the town would be re-starting; to operate at Scaldgate during the colder months and at the Manor Leisure Centre during the warmer ones. She mentioned that the planning is well underway.

Members decided that the information reported by Councillors Boden and Windle be noted.

F142/21. Finance and Policy

There were no minutes to report; however, the following matters, under minute number 143/21, required approval.

F143/21. To consider the financial documents

Members received the council's financial documents, as follows:

- 1) Bank Reconciliation as at 30 September 2021, which shows cash in hand at that date of £105,968.07.

Councillor Boden expressed the opinion that, given the level of financial reserves held, the council would need to be very careful when paying contractors for construction of the Whittlesey Heritage Centre; there could be issues of cashflow. He commented that he had hoped for a "healthy" financial surplus for the current financial year but that situation is not looking likely.

The Locum Clerk for the meeting informed members of his understanding that Town Councils are able to draw-down funding from the Cambridgeshire and Peterborough Combined Authority (CPCA) in advance of incurring expenditure for projects to be funded by the CPCA (such as the Whittlesey Heritage Centre).

Members decided that the bank reconciliation as at 30 September 2021 be noted and that the Clerk to the Council should ascertain from the Locum Clerk for the meeting the process for drawing-down funding from the CPCA in advance of incurring expenditure for projects to be funded by the CPCA.

- 2) the list of payments, uncashed payments and receipts for September 2021 are attached at the end of the minutes

Members decided that the payments listed be approved.

- 3) the year to date (2021/22) figures.

Members decided that the year-to-date figures for the financial year 2021/22 be noted.

F144/21. Minutes of the Planning Committee meeting held on 27 September 2021 and the draft minutes of the Planning Committee meeting held on 18 October 2021

Members received the minutes of the Planning Committee meeting held on 27 September 2021 and the draft minutes of the Planning Committee meeting held on 18 October 2021.

Members decided that the content of these minutes be noted.

F/145/21. Draft minutes of the Community Projects Committee meeting held on 27 September 2021

Members received the draft minutes of the Community Projects Committee meeting held on 27 September 2021 and decided, unanimously, on the proposal of Councillor Mayor, seconded by Councillor Miscandlon, that

- (1) the content of the minutes be noted;



(2) in pursuance of part 4 of minute CP56/2021, a Music Events Working Party (which could include within its membership non-councillors) be established.

F146/21. Information Only

There were no matters of business which were for information only.

F147/21. Invitations

Members noted that the Mayor's Civic Service would be taking place on 24 October 2021, commencing at 3.00 pm, at St Mary's Church, Whittlesey.

F148/21. Date of next meeting

Members noted that the next meeting of Whittlesey Town Council is scheduled for Thursday 18 November 2021, to commence at 7.30 pm.

Meeting finished at 9.00 pm

A handwritten signature in black ink, appearing to read 'C. Mason', is written over a horizontal dotted line.

Councillor Mason
Chairman (and Mayor) of Whittlesey Town Council

Whittlesey Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
177	04/10/2021		Barclays	Current	Acc Online	Barclays	E	10.00		10.00
178	04/10/2021		Barclays	Current	Acc Online	Jim Brannigan Gas & Plur	E	414.00		414.00
179	04/10/2021		Barclays	Current	Acc Online	Community Car Scheme	E	36.45		36.45
180	04/10/2021		Barclays	Current	Acc Online	SG Computing Limited	E	140.00		140.00
181	04/10/2021		Barclays	Current	Acc Online	Ethos	S	9.62	1.92	11.54
182	04/10/2021		Barclays	Current	Acc Online	Opus Energy	L	257.11	12.86	269.97
183	04/10/2021		Barclays	Current	Acc Online	Kay Mayor	E	25.00		25.00
184	04/10/2021		Barclays	Current	Acc Online	Dave Mason	E	450.00		450.00
185	27/10/2021		Barclays	Current	Acc Online	HMRC	E	621.69		621.69
186	27/10/2021		Barclays	Current	Acc Online	LGSS Pension	E	647.30		647.30
187	27/10/2021		Barclays	Current	Acc Online	Salaries	E	1,757.15		1,757.15
188	27/10/2021		Barclays	Current	Acc Online	EVAD	S	59.47	11.89	71.36
						Total		4,427.79	26.67	4,454.46

Whittlesey Town Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
47	04/10/2021		Barclays Current Acco	DD	Bank Charges / Interest	Barclays	E	0.23		0.23
48	29/10/2021		Barclays Current Acco	DD	Flat A & B Rent	Peterborough City Council	E	1,390.04		1,390.04
49	14/10/2021		Barclays Current Acco	DD	Young Tech Rent	Young Tech Rent	E	300.00		300.00
50	14/10/2021		Barclays Current Acco	DD	ISA-CAM Rent	ISA-Cam Rent	E	300.00		300.00
51	02/10/2021		Barclays Current Acco	DD	Precept	Fenland District Council	E	85,507.50		85,507.50
52	01/10/2021		Barclays Current Acco	DD	Flat A & B Rent	Peterborough City Council	E	1,390.04		1,390.04
53	01/10/2021		Barclays Current Acco	DD	Allotment Payments	Allotment Holders	E	25.00		25.00
Total								88,912.81		88,912.81