



BENWICK PARISH COUNCIL

Minutes of a Meeting of the Benwick Parish Council on Monday 6th June 2016 in the side room of the Village Hall in High Street, Benwick PE15 0XA

- Present:** Cllrs; M Chapman (Chair); L Keppel-Spoor; R Few; R Emmitt; V Gobie; J Hindle; J Chandler; J Clark (CCC); R Butcher (FDC); PCSO T Liano, J Richardson (Clerk) and no members of the public
- 030/16-17 Apologies for Absence:** Cllr A Miscandlon
- 031/16-17 Declarations of Interest**
None declared
- 032/16-17 Public Time**
Issue of fencing outside of Village Hall was raised. Cllr Keppel-Spoor will raise this at the next village hall meeting. **Cllr Keppel-Spoor**
Clerk to report public footpath, overgrown, at end of High Street up to Forty Foot (Footpath 6). **Clerk**
Clerk to report tree overhanging the road sign outside 36 High Street **Clerk**
Clerk to report overhanging trees on footpath to river, outside Old Rectory **Clerk**
Closed at 7.40p.m
- 033/16-17 Confirmation of Minutes**
It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 9th May 2016 **Agreed**
- 034/16-17 Matters Arising (for information only)**
Design and Access Statement for new shop states "There has been sufficient space designed within the scheme for people, including wheel chair users, to approach the shop entrance easily". Information is on FDC Website (Planning).
Wall on White Hart Drive reported to Highways 23/05/16, response received to state that this is not the responsibility of Highways. It was Proposed by Cllr Chapman, and AGREED, that the Clerk contacts the owner of house with the complaints and ask them to review and make safe the wall. **Agreed**
Emailed FDC to advise that Dog Fouling posters have been placed too high up on posts (23/05/16). Response received to say that this is for safety reasons the posters have to be set high so no one can catch themselves on them and also so that they are not easily reachable to be torn down (24/05/16)
- 035/16-17 Election of Working Parties & Representatives** (Members are reminded that individuals are not allowed to make decisions or take actions on behalf of the Council. Any action or decision must be brought before the Council for prior sanction.)
Cemetery Cllr Few
Allotments (September Gardens and Town Ground) All Cllrs
Village Hall Cllr Keppel-Spoor
Planning All Cllrs
Finance All Cllrs
Street Lighting All Cllrs
Highways Cllr Chandler
Land (The Pound) Cllr Emmitt
War Memorial & Flag Pole Cllr Gobie and Cllr Chandler
Mooring Cllr Keppel-Spoor
Village Sign Cllr Hindle
Bus Shelter Cllr Chapman
It was Proposed by Cllr Chapman, and AGREED, that Councillors as named above be Representatives for areas listed **Agreed**
- 036/16-17 Standing Orders/Financial Regulations**
a) Standing Orders reviewed and the following item was discussed
Section 21a) It was Proposed by Cllr Chapman, and AGREED, that the draft policy on Press and Media be adopted, Clerk to place on website **Agreed**
b) Financial Regulations reviewed and no changes are required **Clerk**

- 037/16-17** **Play Park:** Discussion took place regarding the Play Park. Clerk advised of possible projected costs and impact on precept. It was Proposed by Cllr Hindle that the Play Park will not be leased by the Parish Council and the money from the "106 agreement" to be spent on a MUGA, which means the scheme for the Play Park will be reduced to match the amount of money available from the "106 Agreement", and AGREED. Cllr Chapman to draft words for response to Fenland. Cllrs Gobie and Hindle to continue discussions with Bob Ollier to obtain a MUGA in the Play Park.
- 038/16-17** **Police Matters:** During the month of May 2016 there have been 12 incidents reported with only 4 incidents impacting on the local community:-
 01.06.2016 – Number of concerns relating to the road works and maintenance at the location at the High Street. No further action due to the area being a low level risk at this time.
 28.05.2016 – Reports of Hare Coursing at Ibberson's Drove. Large 4 x 4 reported and the driver and passengers spoken to, vehicle left the area.
 23.05.2016 – A vehicle has been broken into personal items stolen by unknown offender/s.
 19.05.2016 – Road Traffic Accident at Doddington Road, Benwick minor injuries reported by the driver but no one was seriously hurt.
 Incidents have dropped over this last month which is always positive, but alternatively across March and Chatteris there has been a spike in vehicle crime over the last couple of weeks, with several vehicles being stolen although one has since been recovered. Some vehicles have been criminally damaged, by having windows smashed or wing mirrors broken off. Other vehicle crime has resulted in entering the vehicles and taking personal items such as, mobile phones, laptops, money and personal items.
- 039/16-17** **County & District Councillors Reports**
 Cllr Clark reported that there had been no CCC Meeting, discussions at present are all about devolution, documents have been sent to Central Government and a response is awaited. Councils have a deadline to agree this in principle by 3rd July, the public will then be updated.
 Cllr Butcher reported that he too is involved in the devolution discussions. Fenland have discussed the issue of charging for Brown Bins in the comprehensive spending review, along with Leisure Centres and Parking Charges.
- 040/16-17** **Cycle Race 2016:** Nothing to report
- 041/16-17** **The Pound:** An email has been received that confirms planning permission is required for a storage container, this has been challenged by Cllr Emmitt and a response is awaited
- 042/16-17** **High Street:** The area at the end of the High Street as raised at the Annual Parish Assembly. The area has been tidied up slightly. It is thought that more attention is needed on the area but no way forward was agreed.
- 043/16-17** **Xmas Tree:** The proposal to plant a Xmas Tree near the bin at the end of the High Street was discussed and it was pointed out that there is a water main in this area. Discussion took place regarding other positions. Councillors to walk around the village to look for possible sites on Saturday 11/06/16 at 7.30p.m.
- 044/16-17** **Village Shop:** The issue of parking around the new shop was raised at the Annual Parish Assembly this was questioned with Highways and the response was read out. Nothing further will be done until after the shop is open and monitoring of the situation is undertaken.
- 045/16-17** **Village Verges:** The current state of the verges and cutting schedule was discussed and it was Proposed by Cllr Chapman, and AGREED, that the Clerk contacts CGM to ask if the July cut be brought forward and pre warn them that we may need an extra cut, dependent upon the weather in July.
- 046/16-17** **Income & Expenditure**
- a) It was Proposed by Cllr Chapman, and AGREED, that Members approve the following accounts for payment
- | | | |
|--------------------|------------------------------|---------|
| C Owen | Cemetery & Pound Maintenance | £288.75 |
| CGM Landscapes | Verge Cutting | £70.08 |
| Anglian Water (dd) | Water Rates | £7.00 |
| J Richardson | Admin – 29/05/16 | £313.04 |
| J Richardson | Expenses & reimbursement | £132.48 |
| I Cooper | Internal Audit Services | £120.00 |
| CAPALC | Membership Fee | £294.41 |
| Came & Company | Insurance | £621.49 |

Agreed
 Cllr Chapman
 Cllrs Gobie &
 Hindle

All Cllrs

Agreed
 Clerk

Agreed

	TOTAL	£1847.25
	b) Clerks report on the May Bank Balances and reconciliation statement at Appendix 1	
	c) The Internal Audit Report and submission of the 2015/16 Annual Report to the External Auditor, and Notice of public rights was reported by the Clerk	
	d) Discussion, and agreement, on Investment Strategy and investment of funds, to be put on September agenda by the Clerk	Clerk
047/16-17	Planning/Development Application F/2007/16/CC Removal of existing mobile classroom building, and erection of 7 bay 21m x 8.7m approx mobile classroom building on existing Primary School site until end of August 2021. Benwick Primary School, High Street, Benwick, MARCH, PE15 0XA. It was Proposed by Cllr Chapman, and AGREED, that no objections be sent to Planning by the Clerk.	Clerk
	Enforcement a) Outside 35A and 35B Lilyholt Road, Benwick - New 1.2m (approx) fence. Reported to enforcement, the Clerk to obtain update for July Meeting	Clerk
	Development a) No further update on Copalder Corner has been received. Cllr Chapman will continue to write letters.	Cllr Chapman
048/16-17	Street Lighting a) The Cat2 replacement street lights, are with Balfour Beatty Commercial Department awaiting quotation	
049/16-17	Donations a) It was Proposed by Cllr Chapman, and AGREED, that £20 be donated to Cambridgeshire Lowland Search & Rescue	Agreed
050/16-17	Highways Cllr Keppel-Spoor, Cllr Hindle and Cllr Gobie will try to attend the forthcoming Highways Open Day. Please notify Clerk of attendance	Cllrs Keppel-Spoor, Hindle & Gobie
051/16-17	Speedwatch The setting up of a Speedwatch group was discussed and Whittlesey Town Council have a Roadwatch presentation on Wednesday 8 th June at 7.30p.m. Cllr Chapman will post on Facebook group that the Parish Council are looking at setting up a Speedwatch Group. The Clerk is to write to Benwick Bugle and ask if any interested people would contact the Clerk, and also place on website.	All Cllrs Cllr Chapman Clerk
052/16-17	Cemetery a) Work on the Cemetery extension to be continued by the Clerk b) The Baptist's have been contacted regarding the state of the Baptist Cemetery and they are looking into this and a response is awaited	
053/16-17	Training It was Proposed by Cllr Chapman, and AGREED, that the Clerk will investigate training opportunities for Councillors and report at next meeting	Agreed Clerk
054/16-17	Correspondence a) Rural Services Network Bulletins (emailed 10/05/16, 13/05/16, 16/05/16, 17/05/16, 23/05/16, 31/05/16) b) Newsletter From The Cambridgeshire Police And Crime Commissioner (emailed 13/05/16) c) Electoral Review of Cambridgeshire: New Draft Recommendations (emailed 13/05/16) d) Message from Sir Graham Bright (emailed 13/05/16) e) CPRE Campaign re unnecessary greenfield development (emailed 16/05/16) f) Invitation from Youth Bus to attend 21st Birthday celebrations on Sunday 17 July at ParkLife 2016 (emailed 16/05/16) g) Invitation to Cambridgeshire Community Fair - Tuesday 7 June 2016 - 2pm to 6pm, Burgess Hall, St Ives, PE27 6WU (emailed 16/05/16) h) Designation of Doddington Neighbourhood Area (emailed 16/05/16) i) Cambs Acre News Digest (emailed 23/05/16) j) Tour of Cambridgeshire 2016 VIP Invite (emailed 24/05/16) k) Heritage Lottery Fund surgery day 2nd June – Chatteris (emailed 24/05/16)	
055/16-17	Agenda Items/Next Meeting The date of the next Parish Council Meeting will be Monday 4 th July 2016. Items to be included on Agenda should be with the Clerk by Monday 27 th	

June 2016
Hater Hawker Mower
Meeting Closed at:- 9.48

Appendix 1

Bank Reconciliation				Financial Year ending 31 March 2017	
Benwick Parish Council					
Prepared by Jacquie Richardson (Clerk & RFO)					
Date	31/05/2016				
Approved by		Chair			
Date	06/06/2016				
Balance per bank statements as at	31/05/2016		£		£
Current Account			34633.54		
NS&I			20750.04		
					55383.58
Less: Unpresented Cheques					
Cheque Number		2419	33.75		
					33.75
Add: Any unbanked cash in transit					
Net bank balances as at					55,349.83
The net balances reconcile to the Cash Book, as follows:-					
Opening Balance			50,595.07		
Add: Receipts to date			6,281.25		
Less: Payments to date			1,526.49		
Closing Balance			55,349.83		
Earmarked Reserves:					
Parish Plan	£532.89				
Verge Planting	£1.40				
Cemetery Extension	£14,357.50				
Street Lighting	£10,000.00				
The Pound	£2,000.00				
War Memorial	£2,000.00				
Mooring	£1,000.00				
Play Park	£3,000.00				
General Reserve	£22,458.04				
		E M TOTAL	£32,891.79		