



BENWICK PARISH COUNCIL

Minutes of a Meeting of the Benwick Parish Council on Monday 4th July 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; J Chandler; V Gobie; J Hindle; R Butcher (FDC); T Liano (PCSO), J Richardson (Clerk) and one member of the public
- 056/16-17 Apologies for Absence:** A Miscandlon (FDC), John Clark (CCC), Cllr Emmitt
- 057/16-17 Declarations of Interest**
None Declared
- 058/16-17 Public Time**
Phone calls received regarding state of Cemetery and the Clerk has spoken to the contractor.
Complaints received regarding cockerels making a noise, it was suggested that the complainants speak to the owners of the cockerels.
The top end of the footpath by the Cemetery is overgrown and it was noted that the verge cut is due this week.
The matter of the brown bin charging by FDC was raised. Not everyone has received the consultation, Cllr Butcher is to feed this back and he advised that people can phone for one, or go online.
Public Time Closed 7.45p.m
- 059/16-17 Confirmation of Minutes**
It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 6th June 2016 **Agreed**
- 060/16-17 Matters Arising (for information only)**
Cutting of Footpath 6 reported to CCC 01/06/16
Tree blocking road sign outside 36 High Street reported to CCC 01/06/16, been cut back.
Overhanging trees on Nene Parade reported to CCC 06/06/16 and owner has been written to.
Letter sent re wall on White Hart Drive 27/06/16, response received that wall is not owned by the owner of house on High Street
- 061/16-17 Play Park:** Nothing to report, except that the funding request has had to be changed by Bob Ollier, and he is awaiting feedback. The Clerk to invite him to the next Parish Council Meeting for an update. **Clerk**
- 062/16-17 Police Matters:** No report received
- 063/16-17 County & District Councillors Reports**
Report from Cllr Butcher, devolution has been voted on and accepted by CCC and FDC. There will be a "weak" mayor for Peterborough and Cambridgeshire, from May 2017. A public consultation will now take place on this matter.
- 064/16-17 Arnold-Baker Local Council Administration 10th Edition**
It was Proposed by Cllr Chapman, and AGREED, to purchase the 10th Edition. Cost £73.60 **Agreed Clerk**
- 065/16-17 The Pound:** No update
- 066/16-17 Xmas Tree:** Councillors have looked at possible sites. Options are very limited. Cllr Chapman Proposed, and it was AGREED, that the Parish Council put lights on the tree in The Pound. Cllr Chapman is to look into the purchase of lights for the tree on The Pound and also pruning of tree, and budget required. **Agreed Cllr Chapman**
- 067/16-17 Bus Shelter:** Retrospective permission was requested for attaching flower arrangements to the Bus Shelter – which is owned by the Council. It was highlighted that permission should be gained before any such action; **Agreed**

however, the Benwick In Bloom Representative stated that it would be taken down after the judging. It was Proposed by Cllr Chapman, and AGREED, that flower decorations placed by Benwick In Bloom can remain until after the In Bloom judging. The Clerk advised of the Health & Safety and Insurance implications.

- 068/16-17 Village Verges:** The current state of the verges and cutting schedule was discussed and the Clerk is to leave on agenda for next month
Mid Level are responsible for the cutting of the river banks
Clerk
- 069/16-17 Cambridgeshire Future Transport:** Update on Bus Services were discussed and now awaiting further information
- 070/16-17 Income & Expenditure**
Rec'd £703.88 Grass Cutting Grant from CCC, £485.00 1st Concurrent Grant from FDC
- a) It was Proposed by Cllr Chapman, and AGREED, that Members approve the following accounts for payment
Agreed
- | | | |
|-------------------------|------------------------------|----------------|
| C Owen | Cemetery & Pound Maintenance | £288.75 |
| CGM Landscapes | Verge Cutting | £70.08 |
| Anglian Water (dd) | Water Rates | £19.00 |
| J Richardson | Admin – 26/06/16 | £296.93 |
| J Richardson | Expenses & reimbursement | £38.33 |
| Cambridgeshire | Donation | £20.00 |
| Lowland Search & Rescue | | |
| | TOTAL | £733.09 |
- b) Clerks report on the June Bank Balances is at Appendix 1
c) Clerks report on budget v performance up to end June 2016 is at Appendix 2
- 071/16-17 Planning/Development Application Enforcement**
a) Update on 35A and 35B Lilyholt Road, Benwick - New 1.2m (approx) fence. Fence should be removed within 28 days
Development
a) Update on Copalder Corner, no further update
- 072/16-17 Street Lighting**
a) FDC Street Lighting Contract not agreed yet. Cat 2 replacement on hold until contract is signed. Meeting between FDC and Parishes will take place in early August.
Street Light at corner of Lilyholt Road needs fixing and this will be done under the Cat1 replacement by FDC.
- 073/16-17 Speedwatch**
This item has been on Facebook and also the Benwick Bugle. No responses yet.
- 074/16-17 Cemetery**
a) No update on Cemetery extension
b) New contractor now maintaining the Baptist Cemetery
c) Cllr Chapman is to cut the roots of the ivy that is climbing up the Holly Tree in the Cemetery
Cllr Chapman
- 075/16-17 Mooring**
a) Cllr Keppel-Spoor to oil the benches when weather is right
Cllr Keppel-Spoor
- 075/16-17 Training**
a) Evening training preferred. It was Proposed, and AGREED, that the Clerk investigates possible dates at the end August, early September on Wednesday evening. LCPAS, and Village Hall to be contacted for available dates.
Clerk
- 076/16-17 Highways Issues:**
a) Clerk to contact Highways to remove post at High Street end of footbridge.
b) Cleaning of Litter Bins, no one is available to do this
c) Cleaning of sign at High Street end of footbridge, no one is available to do this
Clerk

- d) Clearing of weeds at side of footpath from Doddington Road to Cricketers Way has been highlighted by FDC. It was Proposed by Cllr Gobie, and AGREED, that the Clerk is to advise FDC of the previous situation when a hedge was in place there. **Agreed**
- 077/16-17 Parish Council Website**
Proposed by Cllr Chapman, and AGREED, that links to be placed on website for community groups, Benwick Bugle etc by the Clerk **Agreed Clerk**
- 078/16-17 Correspondence**
a) Rural Services Network Bulletins (emailed 06/06/16, 09/06/16, 11/06/16, 28/06/16)
b) Youth Bus attendance figures (emailed 06/06/16)
c) Healthy Fenland introduction (emailed 09/06/16)
d) Anglia Level Crossing Proposals consultation (emailed 11/06/16)
e) Heritage Lottery Event (emailed 11/06/16, 17/06/16)
f) CCC Rights of Way Improvement Plan (emailed 11/06/16)
g) Fenland Dementia Action Alliance (emailed 17/06/16)
h) Police and Crime Commissioner Newsletter (emailed 17/06/16)
i) FDC Garden Waste Collection Consultation (emailed 17/06/16)
j) Email of complaint re Allotments (emailed 27/06/16)
- 079/16-17 Motion to exclude the Press and Public Proposed by Cllr Chapman, and AGREED Staff** **Agreed**
Clerks salary in relation to national pay award was discussed and it was Proposed by Cllr Chapman, and AGREED, that the pay rise be implemented **Agreed**
- 080/16-17 Agenda Items/Next Meeting**
The date of the next Parish Council Meeting will be Monday 1st August 2016. Items to be included on Agenda should be with the Clerk by Monday 25th July 2016
Apologies August Cllr Chandler
- Meeting Closed at:- 8.48p.m

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2017	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	27/06/2016		
Approved by		Chair	
Date	04/07/2016		
Balance per bank statements as at	27/06/2016	£	£
Current Account		34473.92	
NS&I		20750.04	
			55223.96
Less: Unpresented Cheques			
Cheque Number			
			0.00
Add: Any unbanked cash in transit			
Net bank balances as at			55,223.96
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		50,595.07	
Add: Receipts to date		8,014.63	
Less: Payments to date		3,385.74	
Closing Balance		55,223.96	
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	£22,332.17		
		E M TOTAL	£32,891.79

Appendix 2

BENWICK PARISH COUNCIL			
		BUDGET	CURRENT
INCOME:		2016-17	End JUNE 2016
Maintenance Grants:	Precept	£10,715.00	£5,357.50
Council Tax Support Grant	Council Tax Support Grant	£1,272.00	£636.00
	Concurrent	£985.00	£485.00
	Grass Cutting	£703.88	£703.88
Rents:	Town	£875.00	£437.50
	September Gardens	£170.00	£140.00
Recycling Credits		£27.74	
VAT Refund		£400.00	
Burials		£200.00	£254.75
Bank Interest		£150.00	
SUB TOTALS:		£15,498.62	£8,014.63
Sundries		£0.00	
		£0.00	
TOTALS:		£15,498.62	£8,014.63

EXPENDITURE			
Rates		350.00	£71.72
Room Hire		200.00	33.75
Subscriptions:	NALC LCR Magazine	18.00	17.00
	CAPALC	320.00	294.41
	Cambs Acre	54.00	
	SLCC	59.00	88.00
	Clerks & Councils Magazine	12.00	
Maintenance	Verges	700.82	175.17
	Cemetery	3,150.00	866.25
	Street Lights		
	Allotments	-	
Insurance		650.00	621.49
Energy			
Professional Charges	Internal Auditor	120.00	120.00
	External Auditor	120.00	
	ICO	40.00	
	Computer Security		
Sundries		200.00	
Telephone/Internet		150.00	30.33
Post & Stationery		100.00	20.86
Travel		90.00	15.75
Clerk's annual office expenses		150.00	
Planting & Maintenance		75.00	
Training		200.00	98.50
VAT Paid		400.00	60.79
Wages/PAYE-NI		4,000.00	821.72
SUB TOTALS:		11,158.82	3,335.74
Election		1,000.00	
Development Projects		2,000.00	
Tourism (Cycle Races)		500.00	
Local Highways Improvement			
Play Park			
WW1 Commemoration			
Xmas Decorations		150.00	
S137 Payment	British Legion Poppy Wreath	25.00	
Donations/Charity		200.00	50.00
TOTALS:		15,033.82	3,385.74
Parish Plan		532.89	
Cemetery Extension		7,357.50	
Street Lighting		8,000.00	
The Pound		2,000.00	
War Memorial		2,000.00	
Mooring		1,000.00	
TOTALS:		35,924.21	3,385.74