

# BENWICK PARISH COUNCIL

## Minutes of the Meeting of the Benwick Parish Council on Monday 5<sup>th</sup> June 2017 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; PCSO's S Green and J Cox, J Richardson (Clerk) and five members of the public
- 024/17-18 Apologies for Absence:** Cllr R Butcher
- 025/17-18 Declarations of Interest**  
Cllr R Few declared a Pecuniary Interest in item 039/17-18
- 026/17-18 Public Time**  
Complaints received regarding Cemetery and Cllr Chapman has approached the contractor, which follows on from a formal letter, and has had a meeting today. Informed him of complaints and expressed disappointment of current work, and asked if he would like to continue with the work and the contractor has assured that he was going to strim the cemetery today, cut The Pound by Wednesday and then continue mowing the cemetery and also make sure that the bin is emptied. The contractor agreed that he has not achieved the correct standard and will not be submitting an invoice for May 2017. It is accepted that it will not be back at an acceptable standard very quickly but this will be monitored and looked at again at the end of June. The public also raised their concerns about the standard of the work and why this has been left so long. It was suggested that an apology be put into the Benwick Bugle from the Parish Council.  
Hedge at 5 Doddington Road is encroaching the footpath. Clerk to report  
Postbox down Doddington Road is leaning over. Clerk to report  
Hedge overgrown on right side of Skiefs Row. Clerk to report  
Shrubbery at end of High Street mentioned regarding the poor condition  
Dog fouling is still an issue  
Public Time Closed at 7.50
- 027/17-18 Confirmation of Minutes**  
It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 8<sup>th</sup> May 2017
- 028/17-18 Matters Arising (for information only)**  
Willow tree overhanging footpath by river on Nene Parade reported on 12<sup>th</sup> May 2017.  
Contacted FDC re the removal of trees between the old and current cemeteries on 12<sup>th</sup> May 2017. Reply received "*They are rotten and dangerous, we have felled a few of them but had to stop due to birds nesting and young birds. We will provide some new trees next winter.*"
- 030/17-18 Police Report** This item was brought forward by The Chairman  
PCSO's Shane Green and James Cox introduced themselves. There has been 3 crimes in May which included two criminal damage and a theft. It was highlighted that the Play Park is opening on 16<sup>th</sup> June 2017, so if a visit could be planned it would be useful. The village is visited most days. Parking outside the shop was highlighted.
- 029/17-18 Co-Option of Councillors**  
Cllr Chapman Proposed that Andrew Cade be Co-opted as a Councillor and a majority vote was received.  
Cllr Keppel-Spoor Proposed that Pat Tickner be Co-opted as a Councillor but no majority vote was achieved.  
The Council is still looking for two more Councillors  
The Clerk to inform the applicants of the Councils decision
- 031/17-18 Village Sign**  
It was Proposed by Cllr Chapman, and AGREED, that the cost of £10 for the cleaning of the village sign be authorised
- 032/17-18 Play Park:**  
School to attend official opening with some children, FDC Portfolio holder is to attend along with other Councillors and press. The opening will take place on Friday 16<sup>th</sup> June 2017 at 3pm.
- 033/17-18 County & District Councillors Reports**  
No reports received from Cllrs Butcher, Connor and Miscandlon
- 034/17-18 The Pound:** No update at present, to be placed on next agenda
- 035/17-18 Income & Expenditure**

Clerk  
Clerk  
Clerk

Agreed

Clerk

Agreed

	a) It was Proposed by Cllr Chapman, and AGREED, that members consider and approve the following accounts for payment	<b>Agreed</b>
	CGM Landscapes      Verge Cutting	£70.08
	Anglian Water (dd)      Water Rates	£19.00
	J Richardson      Admin – 28/05/17	£289.85
	J Richardson      Expenses (reimbursement)	£199.34
	<b>TOTAL</b>	<b>£578.27</b>
	b) Clerks report on the May Bank Balances and reconciliation statement is at Appendix 1	
<b>036/17-18</b>	<b>Audit 2016/17</b>	
	a) Documentation sent to External Auditor and public notices have been placed in Notice Board	
<b>037/17-18</b>	<b>Equal Opportunities Policy</b>	<b>Agreed</b>
	It was Proposed by Cllr Chapman, and AGREED, that the Equality policy circulated by the Clerk be adopted	
<b>038/17-18</b>	<b>Cemetery/Mooring</b>	
	<b>Cemetery</b>	
	a) Complaints received regarding the grass cutting in the cemetery were discussed in Public Time and no further discussion was felt necessary.	
	<b>Mooring</b>	
	Planting has been done at mooring.	
<b>039/17-18</b>	<b>Planning</b>	
	<b>Application</b>	
	F/YR17/0348/O Erection of up to 2no dwellings (outline application with all matters reserved) Land East And West Of 29 Doddington Road Benwick Cambridgeshire.	
	It was Proposed by Cllr Chapman, and AGREED, that the Parish Council has objections about Agricultural land being built on, the precedent that sets, when there is undeveloped brownfield sites available within the village.	<b>Agreed</b>
<b>040/17-18</b>	<b>Street Lighting</b>	
	Letter from FDC regarding Balfour Beatty street lighting contract was highlighted	
<b>041/17-18</b>	<b>Grass Cutting</b>	
	a) Invoice for £703.88 has been raised to CCC for grass cutting grant.	
	b) Request to include White Hart Drive on future grass cutting contract was discussed and the Clerk to contact Highways to see if this section of land has been adopted and place on the next agenda	<b>Clerk</b>
<b>042/17-18</b>	<b>War Memorial</b>	
	Cllr Chapman and Cllr Keppel-Spoor will clean the war memorial and surrounding area.	<b>Cllrs Chapman &amp; Keppel-Spoor</b>
<b>043/17-18</b>	<b>Correspondence</b>	
	a) Rural Services Network Bulletins (emailed 08/05/17, 12/05/17, 18/05/17, 22/05/17, 29/05/17, 30/05/17)	
	b) NALC Newsletter (emailed 12/05/17)	
	c) News From The Police And Crime Commissioner 09/05/2017 (emailed 12/05/17)	
	d) New Mayor and Deputy Mayor of Whittlesey (emailed 12/05/17)	
	e) New Mayor and Deputy Mayor of Chatteris (emailed 12/05/17)	
	f) CPRE News (emailed 12/05/17)	
	g) Benwick In Bloom The Bridge Benwick (emailed 12/05/17)	
	h) Mayor of Whittlesey Civic Service and Charity Dinner dates (emailed 18/05/17)	
	i) NALC Chief Executive's Bulletin 18 -12 May 2017 (emailed 18/05/17)	
	j) NALC Newsletter - 17 May 2017 (emailed 18/05/17)	
	k) CCC 2017/18 TDP Structures Schemes within Fenland and East Cambridgeshire (emailed 22/05/17)	
	l) Cambs Acre Rural Housing Tour (emailed 29/05/17)	
	m) Armed Forces Day: flag flying (emailed 29/05/17)	
<b>044/17-18</b>	<b>Motion to Exclude Press and Public Proposed by Cllr Chapman, and AGREED</b>	<b>Agreed</b>
	<b>a) Allotments</b>	
	It was Proposed by Cllr Chapman, and AGREED, the contract to be awarded to CGM	<b>Agreed</b>
	<b>b) Cemetery Paths</b>	
	It was Proposed by Cllr Chapman, and AGREED, the contract be awarded to	<b>Agreed</b>

David Seal.

Notices to be placed on Cemetery Gates, Facebook, Benwick Bugle and Undertakers to apologise for closure of Cemetery whilst the new footpaths are being installed in order to cope with future requirements.

Clerk

**045/17-18 Agenda Items/Next Meeting**

The date of the next Parish Council Meeting will be Monday 3<sup>rd</sup> July 2017. Items to be included on Agenda should be with the Clerk by Monday 26<sup>th</sup> June 2017

Meeting Closed at:- 21.00

**Appendix 1**

Bank Reconciliation		Financial Year ending 31 March 2018	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	29/05/2017		
Approved by		Chair	
Date	05/06/2017		
<b>Balance per bank statements as at</b>	<b>29/05/2017</b>	<b>£</b>	<b>£</b>
Current Account		34047.72	
NS&I		20874.71	
			54922.43
Less: Unpresented Cheques			
Cheque Number		2469 70.08	
		2474 301.64	
			371.72
Add: Any unbanked cash in transit			
<b>Net bank balances as at</b>			<b>54,550.71</b>
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,994.67	
Add: Receipts to date		5,781.50	
Less: Payments to date		6,225.46	
<b>Closing Balance</b>		<b>54,550.71</b>	
<b>Earmarked Reserves:</b>			
Parish Plan	£532.89		
Verge Planting	£151.40		
Cemetery Extension	£16,357.50		
Street Lighting	£11,500.00		
The Pound	£2,000.00		
War Memorial	£2,000.00		
Mooring	£1,633.66	<b>E M TOTAL</b>	<b>£35,175.45</b>
Allotments	£1,000.00		
General Reserve	£19,375.26		