

BENWICK PARISH COUNCIL

Minutes of a Meeting of the Benwick Parish Council on Monday 1st October 2018 in the Side Room of the Village Hall in High Street, Benwick PE15 0XA

- Present:-** Cllrs M Chapman (Chair); L Keppel-Spoor; R Emmitt; R Few; L Robinson; B Taylor; A Miscandlon (FDC); J Richardson (Clerk) and six members of the public
- 127/18-19 Apologies for Absence** Cllr R Butcher (FDC)
- 128/18-19 Declarations of Interest**
None Declared
- 129/18-19 PUBLIC TIME**
Award given to Parish Council from Benwick In Bloom regarding help given to the achievement of a Silver Gilt Award.
Benwick In Bloom objects to a metal container being placed on the Pound, it is common land of historic interest and they do not believe that the storage is required by village groups.
Benwick In Bloom would like the Parish Council to contact the Baptist's Cemetery in order for them to place an information notice board in the Cemetery.
Discussion on Facebook re volunteers for a speed patrols, Clerk to provide printed information to Cllr Robinson re Speedwatch **Clerk**
State of the road down Ibberson's Drove raised. Clerk to report **Clerk**
The dead tree in Chapel Gardens, has been reported to Highways more than once, has now been cut down by a resident.
Grass has been cut without property owners permission
Heavy lorries delivering to village shop are now blocking the road, Cllr Chapman is to discuss this with the shop owner **Cllr Chapman**
Complaints received regarding gullies on the High Street and the footpath between Chapel Gardens and High Street. Clerk to check who owns the footpath **Clerk**
Footbridge painting report is not considered satisfactory
Public Time Closed at 19.50
- 130/18-19 Confirmation of Minutes**
It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 3rd September 2018 **Agreed**
- 131/18-19 Matters Arising**
Request to Benwick Bugle to include articles on Dog fouling and hedges/trees overhanging footpaths (04/09/18)
Footpath Bridge painting reported (04/09/18). Response is "*having undertaken a site visit, we do not feel that any action is necessary, however we will continue to monitor this location as part of routine inspections and works will be carried out if required in the future*".
Post Box on Doddington Road reported (04/09/18). Royal Mail are to look into this matter (09/09/18)
Overhanging hedge on Nene Parade, outside Old Rectory reported to Highways (05/09/18). Response is "*I have asked the Community Pay Back Team to attend to Nene Parade. They have something of a backlog but I am sure they will act asap*"
- 132/18-19 Police Matters**
a) Police report received, nothing to report for Benwick, reminded residents to take care regarding distraction burglaries. Two new police officers have joined the team.
b) The Community Engagement request, Cllr Keppel-Spoor to take to Village Hall Committee **Cllr Keppel-Spoor**
- 133/18-19 County & District Councillors Reports**
Cllr Miscandlon reported that he had already applied for speeding indicators contact CCC who are arranging a bulk purchase in December. Clerk to speak to Town Clerk at Whittlesey for contact details. **Clerk**
No further updates
- 134/18-19 Hate Crime Training - 24th October**
To discuss and agree attendance on the Hate Crime training 24th October 2018.
Cllr Chapman Proposed, and it was AGREED, that Cllr Chapman and Cllr Robinson will attend at 10.00-12.00 at FDC. Clerk to respond **Agreed Clerk**
- 135/18-19 Street Lighting**
a) To note and discuss letter received from FDC re Street Lighting Maintenance and Power, and updated information following contact by Cllr Chapman, and FDC

response to email sent, and meeting with CAPALC and agree actions and response. Holding email sent by Cllr Chapman stating need to talk as Concurrent Function taken away. No response until last week which stated that FDC felt it was fair and if no response received by Friday then Benwick Parish Council would be considered out of the scheme. Cllr Chapman and Clerk have met with CAPALC to discuss the case and a formal request will need to be sent to trigger a request to the lawyers for advice.

Email received today from Cllr Hay at FDC stating that FDC now consider that Benwick is not in the scheme for maintenance of the street lights.

Cllr Chapman, Proposed, and it was AGREED, that the letter to CAPALC be sent, and individual street lighting issues be managed and discussed as required.

It was noted that the Clerk raised the matter of consideration of the Insurance re Street Lights.

Agreed

b) Discuss and agree actions re report of street light at Little London not working. It was Proposed by Cllr Chapman, and AGREED, that nothing be done. Clerk to report back to resident.

**Agreed
Clerk**

136/18-19

Village Benches

a) Cemetery and Chapel Gardens (Benches x 3). Benches are now all in place, and the Cemetery one has been rectified. Funding from Ransonmoor has been received.

b) War Memorial Bench. Bench has been installed, Highways are to tarmac the area as promised. It was Proposed by Cllr Chapman, and AGREED, that Clerk does end of project report by end October 2018.

**Agreed
Clerk**

137/18-19

GDPR

a) To discuss and identify appropriate storage for computer records etc. Clerk to continue work on this.

b) To discuss and agree the CAPALC Membership scheme re support in handling a potential breach. It was Proposed by Cllr Chapman, and AGREED, that membership scheme be taken on. Clerk to inform

Clerk

**Agreed
Clerk**

c) To discuss and agree request of information relating to contact details of an individual. Parish Council cannot give out personal information, Clerk to pass email on to the relevant body

Clerk

138/18-19

The Pound

a) Discussion regarding placement of a storage container to include sizes and costs of the purchase of a container as actioned at 4th December meeting

Nothing further has been done

139/18-19

Income & Expenditure

a) 2nd Instalment Precept rec'd £5730.50, Ransonmoor Grant rec'd £1154.14

b) It was Proposed by Cllr Chapman, and AGREED, that members approve the following accounts for payment

Agreed

Tivoli	Cemetery Maintenance	£382.54
CGM Landscapes	Verge Cutting	£44.48
J Richardson	Admin – 23/09/18	£356.88
J Richardson	Reimbursement-Expenses	£87.72
CAPALC	GDPR Scheme	£25.00
EKS Construction	War Memorial Bench	£480.00
Benwick Village Hall	Room Hire	£62.50
	TOTALS	£1439.12

b) Clerks report on the September Bank Balances and reconciliation statement is at Appendix 1

140/18-19

Allotments

a) Update on progress, at September Gardens, and discussion and agreement of further actions required, following weedkilling, to include ploughing, marking out of new plots and allotment rents. Ploughing done, 5 expressions of interest. Mark out 4 strips of plots (8 x ½ plots). Clerk to advise people that they are now available. Cllr Chapman Proposed, and it was AGREED, that he will discuss with Boon's re metal posts 7 foot metal posts x 8 Budget Authorised no more than £200.

**Clerk
Agreed**

141/18-19

Benwick Gateways - LHI 2018-2019

a) To discuss and agree modifications and cost of proposed scheme

It was Proposed by Cllr Chapman, and it was AGREED, that new sitings are approved and the Parish Council are still committed to paying 10% of the overall cost of the scheme. Clerk to inform

**Agreed
Clerk**

142/18-19

Cemetery

a) To discuss and agree Burial Regulations and Fees

	It was Proposed by Cllr Chapman, and AGREED, that a 5% increase be applied and then rounded up to the nearest pound, and the rest of the regulations remain as is. Clerk to update and circulate.	Agreed
	b) To discuss and agree Memorial request, It was Proposed by Cllr Chapman, and AGREED, that request is approved. Clerk to inform	Clerk Agreed Clerk
143/18-19	Mooring To discuss and agree any actions to be taken in relation to a boat moored on the river outside the cemetery. The boat has now moved. Clerk to investigate the No Mooring sign for the area in front of the Cemetery	Clerk
144/18-19	Community Gritting Volunteers Winter 2018-2019 To discuss and agree any volunteers for the 2018-2019 Community Gritting Volunteers Scheme. No volunteers. Clerk to display in Notice Board	Clerk
145/18-19	Planning Training Sessions To discuss and agree attendance at Planning Training Sessions provided by FDC on 01/11/18, 24/01/19 and 14/03/19 all at 18.30. It was Proposed by Cllr Chapman, and AGREED, that Cllr L Robinson, Cllr R Emmitt and Cllr R Taylor attend on 01/11/18 (Clerk to inform FDC) and Cllr Keppel-Spoor to attend and notify FDC of when	Agreed Clerk Cllr Keppel-Spoor
146/18-19	Councillors Training To discuss and agree the increase in training cost. It was Proposed by Cllr Chapman, and AGREED, that cost per person increases from £56.28 to £65.61 which covers all three sessions and will be attended by 4 Cllrs. Clerk to print out and let Cllr Emmitt and Robinson know.	Clerk
147/18-19	Remembrance Day To discuss and agree the laying of the Parish Council Poppy Wreath. It was Proposed by Cllr Chapman, and AGREED, Flag to be put up by Clerk, Cllr Chapman to lay wreath, Cllr Taylor to read the names out.	Agreed Clerk
148/18-19	Donations Letters of thanks received from:- Benwick Ladies in support of McMillan Coffee Evening (raised £1000.80) Royal British Legion for purchase of Poppy Wreath Magpas for support of Magpas Air Ambulance	
149/18-19	Correspondence a) Rural Services Network, bulletin (emailed 01/09/18, 04/09/18, 05/09/18, 12/09/18, 26/09/18) b) Highway Events Diary - September 2018 (emailed 03/09/18) c) CPRE Campaigns (emailed 10/09/18) d) Thanks from Magpas Air Ambulance (emailed 10/09/18) e) IHMC Incident Report August 2018 (emailed 10/09/18) f) Joint Minerals and Waste Local Plan - Submitted Sites (emailed 10/09/18) g) A14 CLOSURE AT BAR HILL JUNCTIONS 29 TO 30 (emailed 12/09/18, 26/09/18) h) Collective energy switching (emailed 12/09/18) i) CAPALC Bulletin - September 2018 (emailed 26/09/18) j) M11 northbound to A14 eastbound slip road closure (emailed 26/09/18) k) Training Slides - Planning & Affordable Housing (emailed 26/09/18) l) FDC Press Release (emailed 26/09/18) m) Cambridgeshire Matters - September 2018 (emailed 26/09/18)	
150/18-19	Motion to exclude Press and Public Proposed by Cllr Chapman, and AGREED.	
151/18-19	Clerks Annual Appraisal Clerks Annual Appraisal is in progress	
152/18-19	Agenda Items/Next Meeting The date of the next Parish Council Meeting will be Monday 5 th November 2018. Items to be included on Agenda should be with the Clerk by Monday 29 th October 2018	

Meeting Closed at:- 21.18

Appendix 1

Bank Reconciliation				Financial Year ending 31 March 2019	
Benwick Parish Council					
Prepared by Jacquie Richardson (Clerk & RFO)					
Date	01/10/2018				
Approved by		Chair			
Date	01/10/2018				
Balance per bank statements as at	01/10/2018			£	£
Current Account				32,107.18	
NS&I				20,973.08	
					53,080.26
Less: Unpresented Cheques					
Cheque Number					
					0.00
Add: Any unbanked cash in transit					
Net bank balances as at					53,080.26
The net balances reconcile to the Cash Book, as follows:-					
Opening Balance				47,521.55	
Add: Receipts to date				15,839.58	
Less: Payments to date				10,280.87	
Closing Balance				53,080.26	
Earmarked Reserves:					
Parish Plan	£532.89				
Verge Planting	£127.23				
Cemetery Extension	£7,974.17				
Street Lighting	£11,500.00				
The Pound	£2,000.00				
War Memorial	£2,000.00				
Mooring	£3,133.66	E M TOTAL		£28,914.12	
Allotments	£1,646.17				
General Reserve	£24,166.14				