

BENWICK PARISH COUNCIL

Minutes of an online Meeting of the Benwick Parish Council on Monday 1st June 2020 by teleconference

Present	Cllrs M Chapman (Chair); L Keppel-Spoor; R Few; A Cade; B Taylor; R Emmitt; R Smith; B Wicks (FDC); J Richardson (Clerk) and no members of the public	
016/20-21	Apologies for Absence Cllr A Miscandlon (FDC);	
017/20-21	Declarations of Interest Councillors to declare any interests in respect of any item to be discussed at this meeting:- None declared	
018/20-21	PUBLIC TIME Reports of a trip hazard on the footbridge from High Street to Cemetery. Cllr Chapman to take photo of area and supply to Clerk who will then report to Highways. Clerk to send Cllr Chapman email address of Highways bridge person, and then Cllr Chapman will email. Cllr Wicks will advise the local Highways representative of this matter. Complaint about installation of fence on Doddington Road which has been reported to Planning Enforcement. Boat at mooring in excess of 36 hours, Clerk to place on next agenda Street light outside 4 Lilyholt Road is not working Comments received about HGV's speeding in village and whether there is a weight limit on the High Street. It is believed that there is no weight limit on High Street.	Cllr Chapman Clerk Clerk Cllr Chapman Cllr Wicks Clerk
019/20-21	Confirmation of Minutes It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meeting held on 4 th May 2020	Agreed
020/20-21	County & District Councillors Reports Cllr Wicks reported traffic order for works at end of Ibberson's Drove received and information has been posted on Facebook. The Overview & Scrutiny Committee are meeting to look at how FDC had performed during the coronavirus pandemic, comment was made that Recycling Centres should have been kept open to prevent fly tipping.	
021/20-21	Street Lighting a) Quotes to convert all remaining street lights to LED has been requested from 4 companies with a return date of 19 th June. Clerk will then prepare documentation so that decision can be made on which contractor to use at July meeting.	
022/20-21	Local Highway Improvement Bid a) The memorandum of understanding and actions required for the 2020/21 LHI application (MVAS Applications) was discussed and it was Proposed by Cllr Chapman, and AGREED, that this be accepted. Clerk to sign and return to Highways. The positions for the rotation of signs were discussed and it was Proposed by Cllr Chapman, and AGREED, that the positions to be sent to Highways are Doddington Road, Ramsey Road, Whittlesey Road and Lilyholt Road. Clerk to advise Highways. Development Projects and Parish Plan earmarked reserves budgets to be used to purchase ancillary equipment to support the installation and ongoing movement of signs e.g High Visibility Jackets, stepladder etc b) Cllrs to think about options for submission for 2021/22 bid. Clerk to place on next agenda	Agreed Clerk Agreed Clerk All Cllrs Clerk
023/20-21	Membership Fees 2020/21 a) It was Proposed by Cllr Chapman, and AGREED, the membership renewal of LCR Magazine at £17.00	Agreed
024/20-21	Police Report No police report received	
025/20-21	Income & Expenditure a) Received £453.33 CAT2 contribution from FDC b) It was Proposed by Cllr Chapman, and AGREED, that members considered and approved the following accounts for payment	Agreed

Tivoli	Cemetery Maintenance (April & May)	£765.07
CGM Landscapes	Verge Cutting	£44.48
J Richardson	Admin – 24/05/2020	£359.04
J Richardson	Expenses (Reimbursement)	£18.24
EON	Street Light Electricity	£208.01
NALC	LCR Magazine	£17.00
I Cooper	Internal Audit	£135.00
	TOTALS	£1546.84

c) Clerks report on the May Bank Balances and reconciliation statement is at Appendix 1

026/20-21 Audit 2019/20

a) Internal Audit Report discussed and it was Proposed by Cllr Chapman, and AGREED, that this be accepted

Agreed

b) 2019/20 Audit paperwork is to be put up in the Notice Board in accordance with dates required, by the Clerk

Clerk

027/20-21 Planning/Development Application

a) F/YR20/0376/F Formation of new access road at Land North West Of Neneside Accessed From Whittlesey Road Benwick Cambridgeshire was discussed and it was Proposed by Cllr Keppel-Spoor that the application be objected to on the grounds that they have already been granted permission for an access road which is in a safer area than that proposed, 2 votes for. It was Proposed by Cllr Chapman, and AGREED, that the Parish Council have no objections to make, the outcome of the vote was 2 Cllrs against, 2 Cllrs abstained and 3 Cllrs for. Clerk to inform planning

Agreed Clerk

b) F/YR20/0422/O Erection of up to 2no dwellings (outline application with all matters reserved) Land South Of 16A Doddington Road Benwick Cambridgeshire was discussed and it was Proposed by Cllr Chapman, and AGREED, that the Parish Council has no objections. Clerk to inform planning

Agreed Clerk

Granted

a) F/YR20/0304/F Erect a single-storey rear extension and porch canopy to front (including internal alterations and replacement windows) to existing dwelling involving the demolition of existing rear extension 30 Doddington Road Benwick March Cambridgeshire PE15 0UT

b) F/YR20/0273/F Erection of a single-storey rear extension to existing dwelling 19 High Street Benwick March Cambridgeshire PE15 0XA

028/20-21 Allotments

a) It was Proposed by Cllr Chapman, and AGREED, that the rental of plot 1B in September Gardens Allotments is allowed to be free of charge for this year as long as they clear the weeds on the adjacent plot 1A, this will be reviewed annually depending on demand for plots. Clerk to inform

Agreed

b) Cllr Chapman has cleared the large tree branch which has fallen onto the allotment plots.

Clerk

The tree in the corner was discussed and It was Proposed by Cllr Chapman, and AGREED, that the ownership of this needs to be established. Clerk to investigate Land Registry and it was Proposed by Cllr Chapman, and AGREED that a budget of £20 be authorised for this work

Agreed Agreed Clerk

029/20-21 Petrol Mower

a) It was Proposed by Cllr Chapman, and AGREED, that the petrol mower that has been on loan to Benwick In Bloom be collected by Cllr Chapman and stored at Cllr Keppel-Spoor's

Agreed Cllr Chapman

030/20-21 Parish Clerk

a) All Cllrs comments are required for the Clerks Appraisal to be sent to Cllr Chapman

b) It was Proposed by Cllr Chapman, and AGREED, that the Clerks unused annual leave (13 days) be carried forward to 2020/21

Agreed

031/20-21 Correspondence

a) Rural Services Network, bulletin (emailed 11/05/20, 13/05/20, 20/05/20, 27/05/20)

b) FDC Press releases (emailed 04/05/20, 13/05/20, 18/05/20, 20/05/20, 22/05/20)

c) Parish & Town Council Coronavirus Updates (emailed 30/04/20, 04/05/20, 13/05/20, 15/05/20, 18/05/20, 26/05/20)

d) Highways Roadworks & events bulletin 1st-15th May (emailed 30/04/20), Roadworks & events bulletin 16th - 31st May 2020 (emailed 15/05/20)

e) NALC Chief Exec Bulletin (emailed)

- f) FDC Community Update (emailed 11/05/20, 15/05/20, 26/05/20)
- g) Highways April Incident Report (emailed 11/05/20)
- h) Highways Notification Cancellation of 2020 April -June Micro Asphalt Program (emailed 11/05/20)
- i) Age UK Cambridgeshire & Peterborough (emailed 13/05/20)
- j) Highways road closures of various Fenland Road and dates 20/07/20 to 30/04/21(emailed 15/05/20, 27/05/20)
- k) Press release from the CAPALC Chairman, Henry Clark (emailed 15/05/20)
- l) March ATS - Briefing for Local Councillors (emailed 18/05/20)
- m) LCR Magazine (emailed 27/05/20)

032/20-21 Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Monday 6th July 2020. Items to be included on Agenda should be with the Clerk by Monday 29th June 2020

Meeting Closed at: 20.30

Appendix 1

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2021	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	29/05/2020		
Approved by		Chair	
Date	01/06/2020		
Balance per bank statements as at		29/05/2020	£
Current Account		33,532.59	£
NS&I		21,294.18	
			54,826.77
Less: Unpresented Cheques			
Cheque Number			
		450.60	
			450.60
Add: Any unbanked cash in transit			
Net bank balances as at		54,376.17	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance	54,031.03		
Add: Receipts to date	7,634.90		
Less: Payments to date	7,289.76		
Closing Balance	54,376.17		

Earmarked Reserves:

Parish Plan	£532.89	
Verge Planting	£67.13	
Cemetery Extension	£7,494.17	
Street Lighting	£7,750.62	
The Pound	£2,000.00	
War Memorial	£2,000.00	
Mooring	£3,133.66	
Allotments	£1,191.35	
General Reserve	£30,206.35	
		E M TOTAL £24,169.82