

BENWICK PARISH COUNCIL

Minutes of an online Meeting of the Benwick Parish Council on Monday 2nd November 2020 by teleconference

Present	Cllrs M Chapman (Chair); L Keppel-Spoor; R Emmitt; A Cade; B Taylor; R Smith; A Miscandlon (FDC); B Wicks (FDC); D Connor (CCC), J Richardson (Clerk)	
113/20-21	Apologies for Absence None received	
114/20-21	Declarations of Interest Councillors to declare any interests in respect of any item to be discussed at this meeting:- Nothing declared	
115/20-21	PUBLIC TIME Xmas lights and Xmas Tree to be put up on 21 st December. Request to carry forward previous donation. Clerk to place on next agenda. Works on footbridge are ongoing. Request to place items on memorial by Flutterbies, wreaths/bunting etc. it was discussed and felt that outside the railings, in good taste, and related to memorial day would be ok. Clerk to inform	Clerk Clerk
116/20-21	Confirmation of Minutes It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meetings held on 5 th October 2020	Agreed
117/20-21	Matters Arising Repair works on Forty Foot reported to Cllr Connor and work is to be redone on 14/10/2020. Cllr Miscandlon to raise with Cllr Connor the poor state of the second repairs. (Post meeting note: Highways are looking into the cost of "patching" the area)	Cllr Miscandlon
118/20-21	County & District Councillors Reports Cllr Miscandlon reported that all remembrance day parades are cancelled but wreaths can be laid on memorials. Fenland Council will still be working as normal during lockdown. Cllr Wicks reported that road works should be completed by Saturday 7 th November, and footbridge repairs are ongoing	
119/20-21	Street Lighting a) Change to LED of all street lights have reduced electric costs by over £120 per month. FDC notified of change to LED lights. b) Options regarding street lighting maintenance contract to be C/F to next meeting. Clerk to arrange	Clerk
120/20-21	Finding Fitness Sports Holiday Club Proposal It was Proposed by Cllr Chapman, and AGREED, that no arrangements are to be made with this company. Clerk to inform	Agreed Clerk
121/20-21	Defibrillator School request for the upkeep of the village defibrillator was discussed. School have been asked for more details on what is required. Clerk to place on next agenda	Clerk
122/20-21	Police Report Report of meeting not easy to read, no crimes reported in Benwick. Cllr Chapman to attend next meeting on 26 th November.	
123/20-21	Benwick In Bloom a) Request for siting of animals on The Pound was discussed, more information is required. It was Proposed by Cllr Chapman, and AGREED that a request for more detail, to include detailed layout and dimensions, and also how they propose to address concerns re grass cutting (mowing or strimming), health of the tree, access to the rear of The Pound and health & safety for children. Question to be asked as to who they propose would pay for the fence. Also it is to be reinforced that no further action to be taken until written approval is granted by Parish Council. Clerk to write to Benwick In Bloom	Agreed Clerk
124/20-21	Burial/Cemetery a) An update on quotes for the planting of a screening hedge between the Cemetery and Allotments was given by the Clerk. Quotes to be obtained for both types of plants from the 1 st quote (Clerk to action). Cllr Keppel-Spoor raised the	Clerk

	issue of bio-diversity and will look into different types of hedging material. 3 rd Quote meeting on 11 th November, Clerk to attend	Cllr Kepel-Spoor Clerk																					
125/20-21	Income & Expenditure a) It was Proposed by Cllr Chapman, and AGREED, that members consider and approve the following accounts for payment <table> <tr> <td>Tivoli</td><td>Cemetery Maintenance</td><td>£382.54</td></tr> <tr> <td>CGM Landscapes</td><td>Verge Cutting</td><td>£44.48</td></tr> <tr> <td>J Richardson</td><td>Admin – 25/10/2020</td><td>£368.96</td></tr> <tr> <td>J Richardson</td><td>Expenses- reimbursement</td><td>£14.39</td></tr> <tr> <td>EON</td><td>Street Light Electricity</td><td>£185.06</td></tr> <tr> <td>ICO (DD)</td><td>Data Protection Fee</td><td>£35.00</td></tr> <tr> <td></td><td>TOTALS</td><td>£1030.43</td></tr> </table> b) Clerks report on the October Bank Balances and reconciliation statement is at Appendix 1	Tivoli	Cemetery Maintenance	£382.54	CGM Landscapes	Verge Cutting	£44.48	J Richardson	Admin – 25/10/2020	£368.96	J Richardson	Expenses- reimbursement	£14.39	EON	Street Light Electricity	£185.06	ICO (DD)	Data Protection Fee	£35.00		TOTALS	£1030.43	Agreed Clerk
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126/20-21	Planning Applications Refused a) F/YR20/0760/PIP Residential development of up to 3 dwellings (application for Permission in Principle) Land North Of The Rectory Whittlesey Road Benwick Cambridgeshire																						
127/20-21	Fenland Local Plan The options under the “second Call for Sites exercise” were discussed. It was Proposed by Cllr Chapman, and AGREED, that forms were completed and are to be sent to FDC by Clerk	Agreed Clerk																					
128/20-21	Donations Two applications were received from Magpas and Benwick In Bloom, these were discussed. It was Proposed by Cllr Chapman, and AGREED, that £100 be donated to Benwick In Bloom and £50 to MAGPAS. Clerk to arrange for cheques to be approved at next meeting.	Agreed Clerk																					
129/20-21	Local Highways Improvement Email received regarding Highways Improvements outside Benwick School, discussion took place. It was Proposed by Cllr Chapman, and AGREED, that the Clerk to inform that this year's date has already gone but will keep in mind for next year's bids. Cllr Connor to investigate if this matter can be dealt with by CCC (Post meeting note:- Cllr Connor has advised that the School could apply to the LEA for funding of this project)	Agreed Clerk Cllr Connor																					
130/20-21	Cemetery & Verges Grass Cutting Contracts The renewal of the Cemetery and Verges Grass Cutting Contracts in April 2021 was discussed, and it was decided to hold a working party meeting attended by Cllrs Chapman, Keppel-Spoor, Taylor, Smith and Emmitt on 10 th November at 19.30 Clerk to arrange and send out documents.	Clerk																					
131/20-21	Utilising road verges for biodiversity & habitat The CCC Road Verge Management Enquiry. Clerk to place on next agenda	Clerk																					
132/20-21	Vacancy of Clerk a) Notices of vacancy have been placed in Shop, Pub, Facebook, SLCC and CAPALC sites. b) Discussion on next steps regarding interviewing, and issues of review of storage, parish council credit card etc. Clerk to look into storage solutions e.g Container 10ft = £650 to purchase	Clerk																					
133/20-21	Correspondence a) Rural Services Network, bulletin (emailed 07/10/2020, 16/10/2020, 23/10/2020, 28/10/2020) b) FDC Press releases (emailed 07/10/2020, 12/10/2020, 23/10/2020) c) Cambs Acre AGM follow up (emailed 02/10/2020) d) IHMC September Incident Report (emailed 05/10/2020) e) Highway Events Diary - October 2020 (emailed 07/10/2020) f) Cambridgeshire and Peterborough Against Scams Partnership Newsletter (emailed 09/10/2020) g) Roadworks & events report 16th - 31st October 2020 (emailed 16/10/2020) h) Cambridgeshire and Peterborough Scam Alert (emailed 16/10/2020) i) CAPALC Bulletin (emailed 16/10/2020) j) NALC Chief Executives Bulletin (emailed 16/10/2020, 23/10/2020) k) Review of Polling Districts and Polling Places (emailed 20/10/2020)																						
134/20-21	Motion to exclude Press & Public It was Proposed by Cllr Chapman, and AGREED, a resolution under section 1(2)	Agreed																					

of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the special confidential nature of the business to be transacted is proposed and the following item should be discussed in Committee.

135/20-21 Insurance Claim

Discussion took place.

136/20-21 Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Monday 7th December 2020.

Items to be included on Agenda should be with the Clerk by Monday 30th

November 2020

Meeting Closed at:- 21.31

Appendix1

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2021	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	30/10/2020		
Approved by		Chair	
Date	02/11/2020		
Balance per bank statements as at		30/10/2020	
		£	£
Current Account		32,495.54	
NS&I		21,294.18	
			53,789.72
Less: Unpresented Cheques			
Cheque Number			
		450.60	
			450.60
Add: Any unbanked cash in transit			
Net bank balances as at		53,339.12	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,031.03	
Add: Receipts to date		25,519.96	
Less: Payments to date		26,211.87	
Closing Balance		53,339.12	

Earmarked Reserves:

Parish Plan	£532.89	
Verge Planting	£67.13	
Cemetery Extension	£6,604.17	
Street Lighting	£4,875.62	
The Pound	£2,000.00	
War Memorial	£2,000.00	
Mooring	£3,133.66	E M TOTAL £20,404.82
Allotments	£1,191.35	
General Reserve	£32,934.30	