



# BENWICK PARISH COUNCIL

## Minutes of an online Meeting of the Benwick Parish Council on Monday 7<sup>th</sup> December 2020 by teleconference

<b>Present</b>	Cllrs M Chapman (Chair); L Keppel-Spoor; R Few; R Emmitt; B Taylor; A Cade; R Smith; A Miscandlon (FDC); B Wicks (FDC), J Richardson (Clerk) and no members of the public	
<b>141/20-21</b>	<b>Apologies for Absence</b> None received	
<b>142/20-21</b>	<b>Declarations of Interest</b> <b>Councillors to declare any interests in respect of any item to be discussed at this meeting:-</b> None declared	
<b>143/20-21</b>	<b>PUBLIC TIME</b> Drainage grate at the end of Cricketers Way collapsing. Clerk to report	<b>Clerk</b>
<b>144/20-21</b>	<b>Confirmation of Minutes</b> It was Proposed by Cllr Chapman, and AGREED, to sign and approve the Minutes of the Meetings held on 2 <sup>nd</sup> November 2020 and 16 <sup>th</sup> November 2020	<b>Agreed</b>
<b>145/20-21</b>	<b>Matters Arising</b> Overhanging tree etc between Baptist Cemetery and footpath has been cut back (30/11/2020) further work required	<b>Cllr Chapman</b>
<b>146/20-21</b>	<b>County &amp; District Councillors Reports</b> Cllr Miscandlon reported that all FDC Meetings are being held by Zoom. The response by Ambulance Control was that all emergency heart attack calls are treated equally. Cllr Wicks reported that he now has a contact at Anglia Water, from attending the Overview and Scrutiny Committee, and any issues are to be reported to him.	
<b>147/20-21</b>	<b>Clerks &amp; Council Direct Magazine</b> It was Proposed by Cllr Chapman, and AGREED, to renew subscription to Clerks & Council Direct Magazine at £12	<b>Agreed</b>
<b>148/20-21</b>	<b>Street Lighting</b> a) To discuss and agree options regarding street lighting maintenance contract, nothing to report, leave on agenda	
<b>149/20-21</b>	<b>Defibrillator</b> To discuss and agree actions with regard to school request for the upkeep of the village defibrillator, nothing received from school yet	
<b>150/20-21</b>	<b>Police Report</b> Cllr Chapman attended the Police meeting (Zoom) nothing to report for Benwick. It was suggested that the Parish Council needs to identify items to take to the meeting. Cllr Chapman to continue attending	<b>Cllr Chapman</b>
<b>151/20-21</b>	<b>Citizens Advice Rural Cambs</b> It was Proposed by Cllr Chapman, and AGREED, that the request for donation from Citizens Advice Rural Cambs be given for £30. Clerk to arrange	<b>Agreed</b> <b>Clerk</b>
<b>152/20-21</b>	<b>Benwick In Bloom</b> a) The siting of animals on The Pound, including a fence was discussed. It was Proposed by Cllr Chapman, and AGREED, that the Parish Council accept the Benwick In Bloom invitation to meet, Cllr Chapman, Cllr Keppel-Spoor, Cllr Smith, and Cllr Emmitt to attend. Cllr Chapman to arrange	<b>Agreed</b> <b>Cllr Chapman</b>
<b>153/20-21</b>	<b>Burial/Cemetery</b> a) Quotes for the planting of a screening hedge between the Cemetery and Allotments was discussed. Clerk still awaiting one quote, which will be chased up	<b>Clerk</b>
<b>154/20-21</b>	<b>Income &amp; Expenditure</b> a) Income VAT Refund £3289.22 b) It was Proposed by Cllr Chapman, and AGREED, that members approve the following accounts for payment	<b>Agreed</b>
	Tivoli Cemetery Maintenance	£133.31
	CGM Landscapes Verge Cutting	£44.48
	J Richardson Admin – 29/11/2020	£461.20

EON	Street Light Electricity	£89.44
Benwick In Bloom	Donation	£100.00
Magpas	Donation	£50.00
Communicorp	Clerks & Council Magazine	£12.00
Benwick Village Hall	Room Hire	£18.00
<b>TOTALS</b>		<b>£908.43</b>

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

d) Budgets for 2021/22 Financial Year and Precept was discussed. It was Proposed by Cllr Chapman, and AGREED, that a Working Party consisting of Cllr Chapman, Cllr Emmitt, Cllr Smith, Cllr Keppel-Spoor to meet via Zoom 21<sup>st</sup> December 2020, following extra meeting. Clerk to arrange

**Agreed**

**Clerk**

**155/20-21**

**Planning**

a) F/YR20/1129/VOC Variation of Conditions 1 (Vehicular Access), 2 (Visibility Splays), 3 (Turning/Parking) and 4 (Footpath) of planning permission F/YR18/0500/VOC (Variation of condition 12 and 4 (parking and turning) of planning permission F/YR15/0132/F (Erection of 3 x 2-storey 4-bed dwellings with double garages including construction of a new access and a public footway involving the demolition of existing outbuildings)) - to avoid damage to works during construction of Plots 1 & 2 at Land West Of 42 Ramsey Road Benwick, Cambs.

It was Proposed by Cllr Chapman, and AGREED, that the Parish Council object to the variation on the basis that the original conditions quite clearly stated that there was a danger to pedestrians and highway users, and the variations were there to protect people prior to the occupation.

**Agreed**

Clerk to inform

**Clerk**

**156/20-21**

**Benwick Xmas Tree Lights**

A request has been submitted by Benwick Xmas Tree Lights Committee that as they have not had to spend the £160 donation given by the Parish Council on a tree this year can it be carried forward to 2021.

It was Proposed by Cllr Smith, and AGREED, that this be granted

**Agreed**

**157/20-21**

**Cemetery & Verges Grass Cutting Contracts**

The renewal of the Cemetery and Verges Grass Cutting Contracts in April 2021 was discussed.

Working party meeting thinking was shared with the Council, and discussion on documentation provided. It was Proposed by Cllr Chapman, and AGREED, that revised contracts be accepted and will be sent out in January 2021 with a return date of mid February.

**Agreed**

Clerk to arrange

**Clerk**

**158/20-21**

Cllr Miscandlon left the meeting

**Utilising road verges for biodiversity & habitat**

No actions required CCC Road Verge Management Enquiry. To be placed on next agenda

**159/20-21**

**Vacancy of Clerk**

a) Update on advert placement and response for Clerks Vacancy was given. Clerk to advise of number of applicants following 18<sup>th</sup> December cut off. It was Proposed by Cllr Chapman, and AGREED, that an Extra meeting to be organised for 21<sup>st</sup> December to review. Clerk to arrange

**Agreed**

b) Review of storage and possible options discussed. Clerk to review paperwork stored and provide a discussion paper for the next meeting.

**Clerk**

Cllr Wicks left the meeting

**Clerk**

**160/20-21**

**Correspondence**

a) Rural Services Network, bulletin (emailed 05/11/2020, 11/11/2020, 19/11/2020, 24/11/2020, 02/12/2020)

b) FDC Press releases (emailed 05/11/2020, 09/11/2020, 13/11/20, 16/11/2020, 18/11/2020, 30/11/2020)

c) Highway Events Diary – November 2020 (emailed 30/10/2020)

d) NALC Chief Executives Bulletin (emailed 02/11/2020, 11/11/2020, 16/11/2020, 24/11/2020)

e) Benwick In Bloom Recognition Certificate (emailed 05/11/2020)

f) Cambridgeshire and Peterborough Minerals and Waste Local Plan - Proposed Main Modifications Consultation (emailed 05/11/2020)

g) Highways IHMC October Incident Report (emailed 05/11/2020)

h) CAPALC November Bulletin (emailed 05/11/2020)

i) Police and Crime Commissioner briefings for Councillors (emailed 09/11/2020)

- j) Scam Alert (emailed 09/11/2020, 19/11/2020), Scam Newsletter (emailed 12/11/2020, 02/12/2020)  
 k) Roadworks & events bulletin 16th - 30th November 2020 (emailed 16/11/2020), Roadworks & events bulletin 1st - 15th December 2020 (emailed 30/11/2020)  
 l) Invitation to The Fens Biosphere Conference (emailed 16/11/2020)  
 m) Census 2021 Information (emailed 30/11/2020)  
 n) This Land information from Cambridgeshire County Council (emailed 02/12/2020)

# 161/20-21 Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Monday 4<sup>th</sup> January 2021.  
 Items to be included on Agenda should be with the Clerk by Monday 28<sup>th</sup> December 2020

Meeting Closed at:- 20.45

## Appendix 1

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2021	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	30/11/2020		
Approved by		Chair	
Date	07/12/2020		
Balance per bank statements as at		30/11/2020	
		£	£
Current Account		34,789.33	
NS&I		21,294.18	
			56,083.51
Less: Unpresented Cheques			
Cheque Number			
		450.60	
		35.00	485.60
Add: Any unbanked cash in transit			
Net bank balances as at		55,597.91	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance	54,031.03		
Add: Receipts to date	28,809.18		
Less: Payments to date	27,242.30		
Closing Balance	55,597.91		

## 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
Allotments	£1,191.35
General Reserve	£35,193.09

E M TOTAL £20,404.82