



# BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 1<sup>st</sup> November 2021 at the village hall

<b>Present</b>	Cllrs M Chapman (Chairman), L Keppel-Spoor, R Smith, A Cade, R Taylor, R Few, A Miscandlon (FDC), B Wicks (FDC), Clerk R Robinson and four members of the public			
<b>115/21-22</b>	<b>Apologies for Absence</b> None received			
<b>116/21-22</b>	<b>Declarations of Interest</b> None declared			
<b>117/21-22</b>	<b>PUBLIC TIME</b> A public suggestion of tree planting to be part of the Pound project was made. Cllrs responded that this would certainly be considered as part of the ongoing planning for the project. On climate change and biodiversity, the Council is already considering a hedge behind the cemetery and planting wildflowers etc. on the verges. Benwick in Bloom presented photos of the types of benches they would like to install around the oak tree near the footbridge. Clerk to provide a link to Glasdon's website. Cracks have appeared in the pavement outside 18, 20, 22 Lilyholt Road and at 1 – 5 Doddington Road the shrubs are not yet cut back. Clerk to report both to CCC Highways. Dog mess has been seen on the corner of High Street and Doddington Road. Clerk to report to Streetscene at FDC. The hedge at the Rectory has been cut back. The wooden chalet at 1 High Street without planning permission looks occupied. Cllr Chapman to look for lights on. The owner of the Rectory owns the rights on that side of the river between the Bridges but has never prevented angling. The Environment Agency is investigating who owns the fishing rights on Doddington Road as it runs along the river after leaving Benwick. They are to report to Cllr Miscandlon who will report to interested parties. The question as to where the parish boundaries are arose.			<b>Clerk</b>  <b>Clerk</b>  <b>Clerk</b>  <b>Cllr Chapman</b>  <b>Cllr Miscandlon</b>  <b>Clerk</b>
<b>118/21-22</b>	<b>Confirmation of Minutes</b> It was Proposed by Cllr Chapman and AGREED to sign and approve the minutes of the meeting held on 4 <sup>th</sup> October 2021			<b>Agreed</b>
<b>119/21-22</b>	<b>Matters Arising</b> Cllr Chapman has inspected the leaning tree outside the Old Rectory reporting that it seems safe.			
<b>120/21-22</b>	<b>County &amp; District Councillors Reports</b> The white blocks previously discussed on the verge outside 24a Doddington Road, the householder has been told to move them but has not moved them, CCC Highways to decide what to do. Two doors up another householder has removed his hedge on the verge. Cllr Miscandlon (FDC) has reported this to Cllr Connor (CCC).			
<b>121/21-22</b>	<b>Highways and verges matters</b> a) Speed signs: Clerk reports solar panels are available at £320 per panel. Clerk to keep on the agenda for next month. Cllr Chapman to contact Fenland Electrical. b) Obstructions: as in Public Time and Matters Arising			<b>Clerk</b> <b>Cllr Chapman</b>
<b>122/21-22</b>	<b>Village Sign</b> Clerk has received responses declining to quote, as well as the quote for £1544 to repair/rebuild reported last month. Clerk has sought additional quotes. To keep on the agenda for next month. Cllr Keppel-Spoor reports that Mr Keppel-Spoor has inspected the sign and would be able to repair it.			<b>Clerk</b>
<b>123/21-22</b>	<b>FDC accessibility study</b> Cllr Miscandlon advises that a late response with reasons would probably be accepted. Clerk to keep on agenda for next month.			<b>Clerk</b>
<b>124/21-22</b>	<b>Income &amp; Expenditure</b> a) It was Proposed by Cllr Chapman and AGREED to approve the following for payment			<b>Agreed</b>
	E.On	Electricity	£73.95	
	HHA Grounds Maintenance	October Cemetery etc	£365.16	
	R Robinson	Expenses Reimbursement	£7.65	
	R Robinson	Salary	£321.28	
		<b>TOTALS</b>	<b>£768.04</b>	
	b) Clerk's report on the October Bank Balances and reconciliation statement is attached at appendix 1. c) Clerk's report on the quarterly performance against the budget is at Appendix 2.			

	d) A working group to agree the budget and precept request for 2022/23 financial year is to meet in December. Membership of the working group to be agreed at December's Council meeting. Clerk to keep on the agenda.	<b>Clerk</b>
<b>125/21-22</b>	<b>Utilising road verges for biodiversity &amp; habitat</b> Put on the agenda for next month	<b>Clerk</b>
<b>126/21-22</b>	<b>Risk Register</b> It was Proposed by Cllr Chapman and AGREED to approve the risk register including the new risk assessment for the operation and maintenance of the MVAS (speed signs)	<b>Agreed</b>
<b>127/21-22</b>	<b>Correspondence -</b> a) Rural Services Network, Bulletin (emailed 05/10/2021, 12/10/2021, 19/10/2021, 26/10/2021) Funding Digest (emailed 06/10/2021) b) FDC Press releases (emailed 08/10/2021x2, 14/10/2021, 22/10/2021x3) Covid support (emailed 12/10/2021) A47 dualling (emailed 08/10/2021) Agendas (emailed 01/10/2021, 16/10/2021) Place shaping project (emailed 27/10/2021) c) CAPALC Bulletin (emailed 05/10/2021) CAPALC drop in (emailed 11/10/2021) training programme (emailed /09/2021) d) NALC Chief Executive Bulletin (emailed 01/10/2021, 08/10/2021, 15/10/2021, 22/10/2021) Newsletter (emailed 06/10/2021, 13/10/2021, 20/10/2021, 27/10/2021) Online Events (emailed 05/10/2021, 12/10/2021, 14/10/2021, 27/10/2021) Points of light (emailed 30/09/2021) e) Highways - Highway Events Diary – (emailed 05/10/2021) IHMC Incident Report September (emailed 05/10/2021) Micro Asphalt/Gripfibre Update (emailed 11/10/2021, 19/10/2021) Highways report (emailed 27/10/2021x2) f) CAPASP Newsletter (emailed 15/10/2021) Scam warning (emailed 26/10/2021) g) CPRE Campaigns Update (emailed 07/10/2021, 09/10/2021), March (emailed 14/10/2021) h) Cambs ACRE events (emailed 27/10/2021) i) Cambridgeshire Street Lighting Survey (emailed 25/10/2021) j) Galliford Try A47 Guyhirn upgrade roadworks bulletin (emailed 01/10/2021, 08/10/2021, 22/10/2021) k) Linda Davies complaint (emailed 30/09/2021) l) Combined authority – Update (emailed 01/10/2021) m) Cambs and P'bro Commission on climate change (emailed 08/10/2021, 13/10/2021) n) CCC – loneliness (emailed 01/10/2021) – Flood training (emailed 14/10/2021) – Platinum jubilee (emailed 22/10/2021) o) Ox-Cam arc consultation (emailed 05/10/2021) p) Town and country planning association (emailed 12/10/2021) q) Road Victims Trust (emailed 14/10/2021) r) Kari Payne enquiry re Benwick Bugle (emailed 15/10/2021) s) John Snooks Fishing rights enquiry (emailed 23/10/2021) t) Green Energy Switch Local Energy Partnership (emailed 20/10/2021)	
<b>128/21-22</b>	<b>Police Report</b> Nothing to note from Cllr Chapmans meeting. Cllr Miscandlon reports that Sgt Lugg is being redeployed so there will be a new liaison officer from the police.	
<b>129/21-22</b>	<b>Asset Owners Agreement</b> It was Proposed by Cllr Chapman and AGREED to ratify the asset owners agreement signed by the clerk with UK Power Networks. Clerk to check that Cable Test Ltd. are part of the NES scheme.	<b>Agreed Clerk</b>
<b>130/21-22</b>	<b>Project on the Pound</b> Clerk to keep on the agenda for next month. Cllr Miscandlon reports that there is an organisation in Peterborough that provides free trees, in case trees are needed.	<b>Clerk</b>
<b>131/21-22</b>	<b>Floral tribute on war memorial</b> It was Proposed by Cllr Chapman and AGREED that a member of the public could place a floral tribute on the ground in front of the war memorial for the remembrance period.	<b>Agreed</b>
<b>132/21-22</b>	<b>Agenda Items/Next Meeting</b> Clerk to place the Platinum Jubilee on the agenda for next month. Next Parish Council Meeting to be Monday 6 <sup>th</sup> December 2021. Items to be included on Agenda should be with the Clerk by Tuesday 30 <sup>th</sup> November 2021.	<b>Clerk</b>

Meeting closed at 20.20

## Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2022	
Benwick Parish Council			
Prepared by Richard Robinson (Clerk & RFO)			
Date	31/10/2021		
Approved by		Chair	
Date	01/11/2021		
Balance per bank statements as at		31/10/2021	
Current Account		£	£
NS&I		41,684.35	
		21,447.49	
			63,131.84
Less: Unpresented Cheques			
Cheque Number			
	2751	289.05	
		18.00	
			307.05
Add: Any unbanked cash in transit			
			0.00
Net bank balances as at 31/10/2021		62,824.79	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,198.55	
Add: Receipts to date		20,093.64	
Less: Payments to date		11,467.40	
Closing Balance		62,824.79	
Earmarked Reserves:			
Parish Plan	£532.89		
Verge Planting	£67.13		
Cemetery Extension	£6,604.17		
Street Lighting	£7,875.62		
The Pound	£2,000.00		
War Memorial	£4,000.00		
Mooring	£4,133.66		
Allotments	£2,191.35		
General Reserve	£35,419.97		
		E M TOTAL	£27,404.82

## Appendix 2

BENWICK PARISH COUNCIL		BUDGET	CURRENT	CURRENT	CURRENT	CURRENT	VARIANCE
		2021-22	End JUNE 2021	End SEPT 2021	End DEC 2021	End MARCH 2022	
<b>INCOME:</b>	<b>INCOME</b>						
Maintenance Grants:	Precept	12,852.00	£6,426.00	£6,426.00			-£6,426.00
Council Tax Support Grant	Council Tax Support Grant	0.00	£0.00				£0.00
	Concurrent	2,593.00	£0.00	£2,593.00			£0.00
	Grass Cutting	703.88	£0.00	£703.88			£0.00
Rents:	Town	875.00	£670.57	£670.57			-£204.43
	September Gardens		£105.00	£165.00			£165.00
Recycling Credits		35.00	£0.00				-£35.00
VAT Refund		250.00	£0.00				-£250.00
Burials		250.00	£119.00	£233.00			-£17.00
Bank Interest		75.00	£0.00				-£75.00
Grants				£1,692.00			£1,692.00
<b>SUB TOTALS:</b>		<b>£17,633.88</b>	<b>£7,320.57</b>	<b>£12,483.45</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£5,150.43</b>
<b>TOTALS:</b>		<b>£17,633.88</b>	<b>£7,320.57</b>	<b>£12,483.45</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£5,150.43</b>
	<b>EXPENDITURE</b>						
Rates		400.00	-	23.73			-£376.27
Room Hire		200.00	-				-£200.00
Subscriptions:	NALC LCR Magazine	17.00	-				-£17.00
	CAPALC	450.00	436.17	436.17			-£13.83
	Camb's Acre	60.00	-				-£60.00
	SLCC	120.00	112.00	112.00			-£8.00
	Clerks & Councils Magazine	12.00	-				-£12.00
Maintenance	Verges	500.00	-	174.00			-£326.00
	Cemetery	3,500.00	719.69	1,632.59			-£1,867.41
	Street Lights	1,000.00	-				-£1,000.00
	Allotments		-				£0.00
Insurance		750.00	763.68	763.68			£13.68
Energy		1,000.00	181.79	369.71			-£630.29
Professional Charges	Internal Auditor	135.00	135.00	135.00			£0.00
	External Auditor	200.00	-				-£200.00
	ICO	35.00	-				-£35.00
	Computer Security	25.00	-				-£25.00
Sundries		150.00	35.97	151.92			£1.92
Telephone/Internet		100.00	94.78	103.12			£3.12
Post & Stationery		150.00	15.30	70.75			-£79.25
Travel		100.00	46.80	92.70			-£7.30
Clerk's annual office expenses		150.00	-	150.00			£0.00
Planting & Maintenance		50.00	-				-£50.00
Training		200.00	250.00	250.00			£50.00
VAT Paid		250.00	179.17	746.14			£496.14
Wages/PAYE-NI		5,800.00	1,917.19	2,961.35			-£2,838.65
<b>SUB TOTALS:</b>		<b>15,354.00</b>	<b>4,887.54</b>	<b>8,172.86</b>	<b>-</b>	<b>-</b>	<b>-£7,181.14</b>
Election		1,260.05	-				-£1,260.05
Development Projects		2,000.00	-	1,750.71			-£249.29
Tourism (Cycle Races)			-				£0.00
Local Highways Improvement		1,000.00	-				-£1,000.00
Play Park			-				£0.00
WW1 Commemoration			-				£0.00
Xmas Decorations		0.00	-				£0.00
S137 Payment	British Legion Poppy Wreath	30.00	-				-£30.00
Donations/Charity		200.00	-				-£200.00
<b>TOTALS:</b>		<b>19,844.05</b>	<b>4,887.54</b>	<b>9,923.57</b>	<b>-</b>	<b>-</b>	<b>-£9,920.48</b>
Parish Plan		£532.89	0.00				-£532.89
Verge Planting		£67.13	0.00				-£67.13
Cemetery Extension		£6,604.17	0.00				-£6,604.17
Street Lighting		£4,875.62	0.00				-£4,875.62
The Pound		£2,000.00	0.00				-£2,000.00
War Memorial		£2,000.00	0.00				-£2,000.00
Mooring		£3,133.66	0.00				-£3,133.66
Allotments		£1,191.35	0.00				-£1,191.35
Play Park			0.00				£0.00
<b>TOTALS:</b>		<b>£40,248.87</b>	<b>£4,887.54</b>	<b>£9,923.57</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£30,325.30</b>