



# BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 7<sup>th</sup> February 2022 at the village hall

<b>Present</b>	Cllrs M Chapman (Chairman), L Keppel Spoor, A Cade, R Taylor, R Few, R Emmitt, A Miscandlon (FDC), B Wicks (FDC), Clerk R Robinson and two members of the public.	
<b>181/21-22</b>	<b>Apologies for Absence</b> Cllr Smith's apologies were accepted	
<b>182/21-22</b>	<b>Declarations of Interest</b> None declared	
<b>183/21-22</b>	<b>PUBLIC TIME</b> Cllr Chapman walked round the village with an officer from Streetscene at FDC and they did not see any dog poo. Ann reports that there is some today between the bridges.	
<b>184/21-22</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 10 <sup>th</sup> January 2022	<b>Agreed</b>
<b>185/21-22</b>	<b>Matters Arising</b> None	
<b>186/21-22</b>	<b>County &amp; District Councillors Reports</b> Cllr Wicks:- has contacted the head of Streetscene regarding his plan to have the local schoolchildren design posters against dog fouling and has also spoken to the local Streetscene officer. The head of Streetscene plans to contact the school. Dog licenses with DNA tracing were suggested. Cllr Miscandlon:- The pathway owned by Clarion where the lady fell over recently has been dealt with by Clarion. (Cllr Cade has observed this and reports that it is much better and safe to walk on, but may well deteriorate again.) Clarion are also investigating putting a light near the footpath. At 1 High Street there is no planning application at present, but the invitation to make one is still open. Cllr Chapman reports that building works continue with an extension to the swimming pool that has been converted to residential use and that the two static caravans are occupied. Cllr Miscandlon to report to Planning at FDC. The 2040 vision will probably be started again from the beginning. Work on the Local Plan is restarting now.	<b>Cllr Miscandlon</b>
<b>187/21-22</b>	<b>Highways and verges matters</b> a) Next steps for implementation of speed signs. Cllr Chapman to arrange a meeting with Fenland Electric in coordination with the Clerk according to the funds previously allocated and report back to Council. b) Any actions needed due to obstruction/dangers impacting verges or footpaths including but not restricted the situation at 24b Doddington Road. The Land Registry entry for 24b has been obtained by the Clerk at a cost of £6 and Councillors report having viewed the plan that 24b extends as far as the drain and does not include the verge. Cllr Miscandlon to report to Cllr Connor. It was Proposed by Cllr Chapman and AGREED to add an extra £10 to the £10 originally allocated to obtain documents and that the Clerk should apply by post for additional documents that show any covenants on 24b. The issue of riparian drains was raised. c) It was Proposed by Cllr Chapman and AGREED that where previously minuted this year that we were recorded as discussing 24a Doddington Road it does in fact refer to 24b Doddington Road	<b>Cllr Chapman</b>  <b>Cllr Miscandlon</b>  <b>Agreed Clerk</b>  <b>Agreed</b>
<b>188/21-22</b>	<b>Clerks training and expenses</b> a) It was Proposed by Cllr Chapman and AGREED to pay £30 + VAT for the clerk to attend a zoom training on the AGAR on 19 <sup>th</sup> March b) It was Proposed by Cllr Chapman and AGREED to pay £30 + VAT for the clerk to attend a zoom training on year end accounts and audit with Parkinson Partnership LLP via CAPALC. c) It was Proposed by Cllr Chapman and AGREED to pay the £120 + VAT for the clerks attendance at a CAPALC zoom training on cemetery administration on 9 <sup>th</sup> March.	<b>Agreed</b>  <b>Agreed</b>  <b>Agreed</b>
<b>189/21-22</b>	<b>Planning</b> <b>Application</b> F/YR21/1520/F - The siting of 6 x gypsy caravans, erection of a day room block, gates and fencing, and the formation of associated hardstanding (part retrospective) at Crazy Acres Chase Road Benwick March Cambridgeshire PE15 0XS It was Proposed by Cllr Chapman and AGREED to object to the application on the following grounds:- 1. The application is incorrect, referring to six gypsy caravans whereas the detail refers to six static caravans.	<b>Agreed Clerk</b>

	<p>2. This is overdevelopment outside the normal settled area of the village</p> <p>3. The permission given in 2009 for two touring caravans was intended to be the maximum for this site and not set a precedent for further development.</p> <p>4. The site is in Flood Risk Zone 3 which is a high risk of flooding for this type of development.</p> <p>5. All the matters referred to in the rejection of the appeal against planning refusal in January 2020 still stand.</p> <p>6. Fenland District Council have full provision of Gypsy and Traveller sites.</p> <p><b>Current Issues</b> Unauthorized buildings at 1 High Street – see District Councillor reports.</p>			
<b>190/21-22</b>	<p><b>Dog fouling</b> Any actions to be taken due to dog fouling in the village and the lack of a dog litter bin from Heron Way up Doddington Road – see under Public Time; Cllr Chapman has discussed the siting of dog litter bins with Streetscene and the proposed sites are:-</p> <p>1. The corner of West End by the grit bucket and post box.</p> <p>2. On Doddington Road past Heron Way near the wasteland where the old garage was – residents often find dog poo bags dumped there.</p> <p>If that is done the whole village is covered. Awaiting internal approval from FDC.</p>			
<b>191/21-22</b>	<p><b>Village Sign</b> Any actions to be taken in relation to the sign or a new sign. Cllr Chapman to compile a presentation of the information obtained by the clerk.</p>			
<b>192/21-22</b>	<p><b>Flag</b> Any actions to be taken regarding the flag or a new flag – Cllr Taylor has found a few suitable suppliers and the Clerk has circulated them to the councillors to consider. Cllr Chapman to measure the flag and forward the measurements to Cllr Taylor and the Clerk for circulation.</p>			<b>Cllr Chapman</b>
<b>193/21-22</b>	<p><b>Income &amp; Expenditure</b></p> <p>a) It was Proposed by Cllr Chapman and AGREED to approve the following accounts for payment:-</p>			<b>Agreed</b>
	Npower	Electricity	£120.10	
	HHA Grounds Maintenance	January Cemetery etc	£365.16	
	R Robinson	Salary & Expenses	£463.94	
	Anglian Water	Water Supply	£28.43	
		<b>TOTAL</b>	<b>£977.63</b>	
	<p>b) Clerk's report on the January Bank Balances and reconciliation statement is at appendix 1</p> <p>c) To discuss and agree the level of reserves to be held over the next financial year:- Clerk reported on the JPAG guidelines and SLCC advice on reserves and earmarked reserves. It was Proposed by Cllr Chapman and AGREED to add the following amounts to the earmarked reserves from the general reserves at the start of the next financial year in April 2022:-</p> <p>£4000 to the Mooring; £2000 to Streetlights; £2000 to the War Memorial; £1000 to the Biodiversity Initiatives (was Verges); £1000 to the Village Sign (new earmarking); £1270 to the Jubilee celebrations (new earmarking)</p> <p>It was Proposed by Cllr Chapman and AGREED to set the level of general reserves at 100% of necessary expenditure</p>			<b>Agreed</b>
<b>194/21-22</b>	<p><b>Utilising road verges for biodiversity &amp; habitat</b></p> <p>To discuss and agree any actions required as per CCC Road Verge Management Enquiry; keep on the agenda for next month</p>			<b>Clerk</b>
<b>195/21-22</b>	<p><b>Tree Preservation Order (TPO) register and ash tree on the Pound (pruning etc.)</b></p> <p>Clerk reports that he has applied for the TPO but was asked for reasons and a map by FDC which he has sent. Councillors did not have any further reasons to add. Four quotes have been obtained by the Clerk for the pruning/crown reduction. Cllr Cade knows that one of the contractors is very tidy. It was Proposed by Cllr Cade and seconded by Cllr Taylor and AGREED to contract with Mr Fryer for the work on the basis of his quote (£450 plus VAT).</p>			<b>Agreed Clerk</b>
<b>196/21-22</b>	<p><b>Correspondence</b></p> <p>a) Rural Services Network, Bulletin (emailed 05/01/2022, 11/01/2022, 18/01/2022, 25/01/2022)</p> <p>b) FDC Press releases (emailed 05/01/2022, 13/01/2022, 14/01/2021, 24/01/2022, 26/01/2022) Member services (emailed 05/01/2022, 12/01/2022, 14/01/2022) Agendas (emailed 07/01/2022, 26/01/2022, 28/01/2022)</p> <p>c) CAPALC Bulletin (emailed 04/01/2022) Councillor training (emailed 19/01/2022) Nimble e-learning (emailed 04/01/2022) OFCOM consultation (emailed 18/01/2021)</p> <p>d) NALC Chief Executive's Bulletin (emailed 14/01/2022, 21/01/2022, 28/01/2022) Newsletter (emailed 12/01/2022, 19/01/2022, 26/01/2022) Events (emailed 05/01/2022, 27/01/2022) Networks (emailed 21/01/2022)</p> <p>e) Highways - Events – (emailed 05/01/2022) IHMC Incidents Dec (email 10/01/2022)</p> <p>f) CAPASP Newsletter (emailed 14/01/2022)</p>			

## Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2022	
Benwick Parish Council			
Prepared by Richard Robinson (Clerk & RFO)			
Date	31/01/2022		
Approved by	Chair		
Date	07/02/2022		
<b>Balance per bank statements as at</b>	<b>31/01/2022</b>	<b>£</b>	<b>£</b>
Current Account		39,157.12	
NS&I		21,447.49	
			60,604.61
Less: Unpresented Cheques			
Cheque Number		18.00	
	2751	289.05	
	2759	72.00	
	2765	174.00	
	2767	12.00	
	2768	57.00	
			622.05
Add: Any unbanked cash in transit			0.00
<b>Net bank balances as at 31/01/2022</b>			<b>59,982.56</b>
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,198.55	
Add: Receipts to date		20,557.64	
Less: Payments to date		14,773.63	
<b>Closing Balance</b>		<b>59,982.56</b>	
<b>Earmarked Reserves:</b>			
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	£32,577.74		
		<b>E M TOTAL</b>	<b>£27,404.82</b>