



BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 6th June 2022 at the village hall

Present	Cllrs M Chapman (Chairman), L Keppel-Spoor, A Cade, R Taylor, R Few, R Emmitt, Clerk R Robinson and five members of the public	
033/22-23	Apologies for absence Cllr R Smith (accepted)	Agreed
034/22-23	Declarations of Interest Councillors to declare any interests in respect of any item to be discussed at this meeting:- Cllr Chapman declared a Disclosable Pecuniary Interest in agenda item 051/22-23 in particular the payment of his expenses – voucher prizes for school jubilee competition £140.00	
035/22-23	PUBLIC TIME A member of Benwick in Bloom apologised for not asking the council for permission to put flowers in the war memorial enclosure for the jubilee as it was a spur of the moment idea. The person said that in future they would do what they normally did and ask the Council in advance which is usually not a problem. The concrete pavement in front of the village hall is damaged. The member of the public advised to approach Chris Taylor who leads the village hall committee as they are responsible for the infrastructure of the village hall. A member of the public asked about the pictures of the village that used to hang on the back wall of the committee room in the village hall. Cllr Chapman will ask the school, who use that room every day. Weeds are overgrown on footpath outside 1 Doddington Road and Conifers are overgrown on Doddington Road outside 1 High Street. Clerk to report to CCC Highways.	Cllr Chapman Clerk
036/22-23	Confirmation of Minutes It was Proposed by Cllr Chapman and AGREED to sign and approve the Minutes of the Annual Council Meeting held on 9 th May 2022	Agreed
037/22-23	Matters Arising none	
038/22-23	Benwick In Bloom Cllr Chapman has spoken to N. Oliver the verges contractor regarding the coordinating of a July cut with the Anglia in Bloom competition but we await a final date for the judging whereupon Cllr Chapman will co-ordinate between Mr Oliver and Benwick in Bloom. The Mooring is being tidied by Cllr Keppel-Spoor and a member of the public in preparation for the competition and as part of its general maintenance programme. See agenda item below. The war memorial is being tidied and has been sprayed for weeds and the village sign surround is to be sprayed.	Cllr Chapman Cllr Keppel-Spoor Cllr Chapman
039/22-23	County & District Councillors Reports Cllr Chapman reports that they have been very busy with jubilee events. No District or County Councillors are present and the Clerk has not received any reports.	
040/22-23	Project on The Pound Cllr Chapman met with Benwick in Bloom to discuss this. Any other actions re The Pound – the tree on the Pound has been pruned but the invoice was not received in time to be on the Agenda for payment, however the amount of the payment and the contractor has already been agreed by Council in February under minute 195/21-22, so it was Proposed by Cllr Chapman and AGREED that the Clerk should check the invoice if the amount was the same as the original quote accepted under 195/21-22 the invoice should be paid without further instructions from the Council.	Agreed Clerk Bank signatories
041/22-23	Mooring planting and maintenance Wooden shuttering on the steps to the mooring has completely rotted and has been removed by unknown persons. It was Proposed by Cllr Chapman and AGREED that Cllr Keppel-Spoor be authorised to spend up to £250 on materials to repair the steps and to restock the flower beds on the mooring bank and to reclaim the amounts as expenses with receipts.	Agreed Cllr Keppel-Spoor
042/22-23	Review of Inventory of Land and other assets Following the clerk counting the benches and including the bench in Chapel Gardens it was Proposed by Cllr Chapman and AGREED that the asset register be updated to include 12 benches in total.	Agreed Clerk
043/22-23	Insurance renewal quote It was Proposed by Cllr Chapman and AGREED that we pay the invoice for £1111.21 for our annual insurance which is now to be with Hiscox as they are the only insurer	Agreed Bank

	Gallagher our brokers are using. Clerk to put a diary note for February to look at insurance quotes as prices seem to have risen markedly over the last five years			signatories Clerk
044/22-23	CCC Transport Strategy Survey No comments			
045/22-23	Clerks Training It was Proposed by Cllr Chapman and AGREED that the clerk would register for the CiLCA qualification with the SLCC at a cost to the Council of £410			Agreed Clerk
046/22-23	Defibrillators Any actions in relation to defibrillators – keep on the agenda			Clerk
047/22-23	Highways and verges a) Speed signs – Cllr Chapman to download the data now that the jubilee is over b) Any other matters such as obstructions or dangers – covered in full in Public Time			Cllr Chapman
048/22-23	Allotment tap Any actions in relation to the post being knocked down – Cllr Keppel-Spoor to remedy			Cllr Keppel-Spoor
049/22-23	Dog fouling Cllr Miscandlon chasing Streetscene re: purchase of bins from FDC. Clerk to email Streetscene regarding whether they had gained permission for the dog bins to go on the post box on Ramsey Road and the telegraph pole on Doddington Road.			Cllr Miscandlon Clerk
050/22-23	Platinum Jubilee An art competition was held at the School and 7 prizes of £20 vouchers each were given after Cllr Miscandlon of FDC had judged the competition. The children enjoyed it. On the Friday the High Street was safe for children to walk down to the playpark and some people were able gather for a small street party near the pub due to the road closure. The ice-creams which we provided were enjoyed. The pub provided burgers and sausages at cost. There were other gatherings around the village. The party on Saturday in the village hall which we have agreed to subsidise with £150 for nibbles was well attended and went well.			
051/22-23	Income & Expenditure – Cllr Keppel-Spoor took over as Chair for this item a) It was Proposed by Cllr Keppel-Spoor and AGREED to approve the following accounts for payment			Agreed Bank signatories
	Npower	Electricity April (authorised by Clerk under Financial Regulation 4.5) (inc. VAT)	£94.69	
		Sub-total authorised by Clerk last month	£94.69	
	HHA Grounds Maintenance	May Cemetery (inc. VAT)	£365.16	
	R Robinson	Expenses and Salary including backdated	£583.70	
	CAPALC	CiLCA training	£400.00	
	Hotline	Jubilee mugs (inc. VAT)	£838.73	
	M A Chapman	Voucher prizes for school jubilee competition	£140.00	
	Gallagher	Insurance costs for the year	£1111.21	
		Subtotal to authorise now	£3438.80	
		TOTAL	£3533.49	
	b) Clerk's report on May Bank Balances and reconciliation statement is at appendix 1 c) Clerk reported we are ready to post the required documents under the transparency code and for the AGAR during the coming week and start the public rights, after which the AGAR process will be completed			Clerk
052/22-23	Planning Applications F/YR22/0601/F Alterations to existing dwelling including changes to window arrangement, repositioning entrance door to front elevation and installation of door canopy at 20 Lilyholt Road Benwick March Cambridgeshire PE15 0XQ – it was Proposed by Cllr Chapman and AGREED to send the following observations to FDC Planning "The proposed repositioning of the front door to the front elevation and installation of door canopy would make this property visually distinct from the other properties nearby which have a harmony of external appearance and therefore makes this development out of keeping with the current street scene. This could be avoided and the proposed internal layout still achieved by having the door at the side of the property." Committee hearings F/YR22/0380/F - Erect 1 x dwelling (2-storey 3-bed) at Land North West Of 35 Doddington Road Benwick Cambridgeshire – took place on 1 st June and permission was refused. Appeal Verdict – Dismissed F/YR20/0760/PIP Land north of the former Rectory, Whittlesey Road, Benwick – many of our observations have been upheld by the inspector			Agreed Clerk
053/22-23	Utilising road verges for biodiversity & habitat – Keep on the agenda for next meeting			Clerk
054/22-23	Police Report No comment			
055/22-23	Correspondence a) Rural Services Network, Bulletin (emailed 24/5/2022, 10/5/2022, 17/5/2022, 31/5/2022)			

	<p>b) FDC Press releases (emailed 23/5/2022) Member services (emailed 10/5/2022, 13/5/2022 x2, 16/5/2022, 1/6/2022) Agendas (emailed 1/6/2022) Planning (emailed 24/5/2022) Diary dates (emailed 13/5/2022)</p> <p>c) CAPALC Training schedule (emailed 12/5/2022) Drop in sessions for councillors (emailed 17/5/2022)</p> <p>d) NALC Chief Executive's Bulletin (emailed 6/5/2022, 13/5/2022, 20/5/2022, 27/5/2022, 1/6/2022) Newsletter (emailed 18/5/2022, 1/6/2022) Events (emailed 24/5/2022, 25/5/2022)</p> <p>e) Highways - Events (emailed 5/5/2022, 1/6/2022) TMC Incident Report April (email 5/5/2022) Notice of road closure (emailed 10/5/2022) Surface dressing (emailed 16/5/2022) Grip Fibre (emailed 6/5/2022, 23/5/2022, 1/6/2022)</p> <p>f) CAPASP Newsletter (emailed 6/5/2022) Warning (emailed 6/5/2022, 23/5/2022) Training (emailed 20/5/2022)</p> <p>g) Cambs ACRE – rural housing webinar (emailed 25/5/2022)</p> <p>h) CCC – Cambridgeshire matters (emailed 31/5/2022) March recycling centre (emailed 1/6/2022)</p> <p>i) Mid-Level – waste in river (emailed 11/5/2022)</p> <p>j) Dave Gibbs – Electoral review (emailed 9/5/2022)</p> <p>k) Boundary Commission – consultation (emailed 12/5/2022)</p> <p>l) Cambs & Pbro Combined Authority – link to transport survey (emailed 12/5/2022)</p> <p>Regarding items (j) and (k) the observation was made that Christchurch have recruited Doddington and Wimblington to join them in objecting to the boundary changes; and that we have been in the same boundaries that are now being proposed before; and that the proposed changes seem to make sense.</p>	
056/22-23	<p>Banking arrangements</p> <p>Council reviewed the Clerk's report on interest rates available on savings accounts. The observations were made that we should aim to achieve the highest interest rate possible; that we should have regard to the security of public money and that the drainage board put their money in several different places to spread the risk. Clerk to make checks on the security of deposits in the Cambridge and Counties bank including on whether the government deposit guarantee scheme would apply to our deposit.</p>	Clerk
057/22-23	<p>Agenda Items/Next Meeting To discuss and agree the format and date of the next Parish Council Meeting proposed to be Monday 4th July 2022. Items for inclusion on the Agenda should be with the Clerk by Monday 27th June 2022</p>	

Meeting closed at 20.13

Appendix 1

Bank Reconciliation			Financial Year ending 31 March 2023		
Benwick Parish Council					
Prepared by Richard Robinson (Clerk & RFO)					
Date	03/06/2022				
Approved by	Chair				
Date	06/06/2022				
Balance per bank statements as at		31/05/2022	£		£
Current Account			40,016.88		
NS&I			21,449.64		
					61,466.52
Less: Unpresented Cheques					
Cheque Number			112.00		
					112.00
Add: Any unbanked cash in transit					0.00
Net bank balances as at 31/05/2022					61,354.52
The net balances reconcile to the Cash Book, as follows:-					
Opening Balance			58,386.51		
Add: Receipts to date			6,630.00		
Less: Payments to date			3,661.99		
Closing Balance			61,354.52		
Earmarked Reserves:					reserves updated as per minute 193/21-22 ©
Parish Plan	£532.89				
Verge Planting	£1,067.13				
Cemetery Extension	£6,604.17				
Street Lighting	£9,875.62				
Jubilee Celebrations	£1,270.00				
The Pound	£2,000.00				
Village Sign	£1,000.00				
War Memorial	£6,000.00				
Mooring	£8,133.66				
Allotments	£2,191.35				
General Reserve	£22,679.70				
		E M TOTAL	£38,674.82		

reserves updated as per minute 193/21-22 ©