



BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 6th February 2023 at the village hall

Present	Cllrs M Chapman (Chairman), L Keppel-Spoor, R Taylor, R Few, R Emmitt, A Miscandlon (FDC) Clerk R Robinson and 11 members of the public	
213/22-23	Apologies for absence Cllr A Cade and Cllr R Wicks (FDC)	Accepted
214/22-23	Declarations of Interest Cllr Keppel-Spoor declared a Disclosable Pecuniary Interest in item 222/22-23 – Village Hall as a trustee of the Village Hall Charity	
215/22-23	PUBLIC TIME Benwick in bloom are building a “stumpery” in the Old Churchyard and are involved in a project to introduce wildlife to Benwick; to commemorate the coronation of King Charles III. Posters were displayed. Requested a letter of support from the Parish Council (PC) see item 223/22-23. Dog fouling is still bad. The PC has provided one more bin in the last few months and a further one is on order. Public complaint is that people are not using the bins that are already there. Enforcement and education measure were discussed including spraying paint on the path, dog patrols to stop people and see if they are carrying poo bags and less visible wardens at the times of day when people are offending, to catch them. Benwick in bloom offered to ask residents to tidy up after their dogs in their newsletter. Cllr Miscandlon suggests a letter to FDC environmental health department. Place on the agenda for next month.	Clerk
216/22-23	Confirmation of Minutes It was Proposed by Cllr Chapman and AGREED to approve and sign the Minutes of the Council Meeting held on 9 th January 2023	Agreed
217/22-23	Matters Arising none	
218/22-23	Drains Clerk reported that Anglia Water had cleared the blockage which was reported in public time last month and that it was due to non-degradable items being flushed down the drains. They have requested that the PC publicises the need to only flush toilet paper and human waste and nothing else down the toilet. Cllr Chapman to place on the Facebook pages.	Cllr Chapman
219/22-23	County & District Councillors Reports Cllr Miscandlon: Elections are soon and due to boundary changes he will no longer represent Benwick. People can still contact him if they need anything. On potholes, Highways at CCC are trying to fill some of them. Please report online if you see one https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults or https://highwaysreporting.cambridgeshire.gov.uk Cllr Chapman to put on Facebook	Cllr Chapman
220/22-23	The Pound and the War memorial Cllr Chapman gave the costs of the fence for the Pound as discussed with the fabricator and Benwick in bloom. Animal fence £980; Plain fence £230; Postcrete and Ancillaries £50; Total £1260 Minus Benwick in bloom contribution -£620 Benwick Parish Council expenditure £640 Cllr Keppel-spoor objected to the proposed design as the bars on the animal fence are horizontal and thus would be used as a climbing frame by children and therefore not safe. Cllr Chapman said risk is mitigated because the fence is only about 90cm high. Clerk advised to ask the fabricator if he could make the fence with vertical bars and still attach the animals. It was Proposed by Cllr Taylor and seconded by Cllr Few and AGREED to go ahead with the design proposed and to spend £640 net. Passed by four votes in favour to one against which was Cllr Keppel-Spoor. War memorial – Clerk has enquired to FDC and they say that our plan would need consent. Clerk has the forms. Cllr Miscandlon to pass on details of organisation that regulates monuments. War memorials trust has guidance on the legal requirements.	Agreed Cllr Miscandlon Clerk
221/22-23	Annual Parish Meeting Dates it was Proposed by Cllr Chapman and AGREED that the Annual Parish Meeting will be held Monday 3 rd April 2023 at 7pm in the village hall with the monthly council meeting to follow at 7.45pm.	Agreed
222/22-23	Village Hall to discuss and agree any actions needed including a) budgeting for expenditure on any matters connected with the village hall: It was Proposed by Cllr Chapman and AGREED to pay £1009.24 from the development projects budget for the Village Hall Committee’s annual insurance expense. b) the working group to decide on the matters relating to the public opinion survey of the	Agreed

	village on the future of the village hall: A zoom meeting with ACRE was held. A survey is good to backup grant applications. It was Proposed by Cllr Chapman and AGREED that Cllr chapman would generate a backbone of questions by email discussions (and possibly a zoom meeting) with the other councillors and the Benwick Village Hall committee and then we would take these back to ACRE. c) It was Proposed by Cllr Chapman and AGREED to approve expenditure of £60 including VAT for the village hall committee to join ACRE	Agreed Agreed																														
223/22-23	Coronation The meeting was suspended to allow public debate. Ideas put forward: party on Pound with the village hall open in case of rain; fancy dress/scarecrow competition; house decorations competition; village hall to have bar open and livestream the coronation ceremony; commemorative medals; disco in the evening. Village hall to receive support from the Parish Council (PC) and to come back to the clerk with a menu of requests and costs before the next meeting, clerk to circulate. Meeting re-opened. It was Proposed by Cllr Chapman and AGREED that the Parish Council would pay cash prizes for 1 st 2 nd and 3 rd places in a scarecrow competition and the house decorating competition, amounts to be determined once we know what else we are spending for the coronation. Clerk to look into the prices of commemorative medals. Keep Coronation on the Agenda. Village Hall to ask Mr Boon for the use of their ground next to the Pound for the coronation celebrations.	Village Hall Clerk Agreed Clerk Clerk Village Hall																														
224/22-23	Biodiversity & habitat initiatives keep on agenda																															
225/22-23	Police Report no comment																															
226/22-23	Warm hubs Can be flexible e.g. after Church one day a week, or more frequent. BVHC have a lot of work to do on governance issues before they can move forward. The pub was ready but the cold weather is almost over so we may have missed the boat and should work towards being ready for next year. Burnt House had allocated £4,000 for warm hub support.																															
227/22-23	Defibrillators works are planned to install them																															
228/22-23	Income & Expenditure a) It was Proposed by Cllr Chapman and AGREED to approve the following accounts for payment:-	Agreed																														
	<table border="1"> <tr> <td>Npower</td> <td>Electricity December DD paid 19/1/2023 (inc. VAT)</td> <td>£76.45</td> </tr> <tr> <td></td> <td>Sub-total pre-authorized by Council and paid during January</td> <td>£76.45</td> </tr> <tr> <td>HHA Grounds Maint.</td> <td>January Cemetery (inc. VAT)</td> <td>£365.16</td> </tr> <tr> <td>R Robinson</td> <td>Expenses & salary</td> <td>£366.37</td> </tr> <tr> <td>ACRE</td> <td>BVHC ACRE membership (inc. VAT)</td> <td>£60.00</td> </tr> <tr> <td>Benwick Street Pride</td> <td>Donation</td> <td>£100.00</td> </tr> <tr> <td>MAGPAS Air Amb.</td> <td>Donation</td> <td>£50.00</td> </tr> <tr> <td>Richard Turner</td> <td>BVHC Insurance for the year (Re-imburement)</td> <td>£1009.24</td> </tr> <tr> <td></td> <td>Subtotal to authorise for payment now</td> <td>£1950.77</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>£2027.22</td> </tr> </table>	Npower	Electricity December DD paid 19/1/2023 (inc. VAT)	£76.45		Sub-total pre-authorized by Council and paid during January	£76.45	HHA Grounds Maint.	January Cemetery (inc. VAT)	£365.16	R Robinson	Expenses & salary	£366.37	ACRE	BVHC ACRE membership (inc. VAT)	£60.00	Benwick Street Pride	Donation	£100.00	MAGPAS Air Amb.	Donation	£50.00	Richard Turner	BVHC Insurance for the year (Re-imburement)	£1009.24		Subtotal to authorise for payment now	£1950.77		TOTAL	£2027.22	
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	b) Clerk's report on the January Bank Balances and reconciliation is at appendix 1																															
229/22-23	Planning a) 1 High Street – continue to await developments b) – Application - F/YR23/0053/F Erect a Grain Store including demolition of existing building at Building West Of 2 White Fen Farm Floods Ferry Road Doddington Cambridgeshire – Clerk to inform FDC planning that we are concerned in case there is an increase in HGVs in the Parish due to the roads being destroyed by the number and weight of vehicles using the roads already	Clerk																														
230/22-23	Anglia in bloom competition a) It was Proposed by Cllr Chapman and AGREED to allow Benwick in Bloom to put troughs of flowers on the ground within the war memorial railings for the judging of the competition only, to be removed on the day. b) It was Proposed by Cllr Chapman and AGREED to allow Benwick in Bloom to decorate the bus shelter for the day of the judging as long as no decoration is placed in such a way that people might bump their heads on it.	Agreed Agreed																														
231/22-23	Correspondence a) Rural Services Network, Bulletin (email 10/1/2023, 17/1/2023, 24/1/2023, 31/1/2023) b) FDC Press releases (email 5/1/2023, 10/1/2023, 16/1/2023, 17/1/2023 x2, 19/1/2023, 23/1/2023, 24/1/2023 x2, 25/1/2023, 31/1/2023) Member Services (email 9/1/2023, 18/1/2023, 24/1/2023, 30/1/2023, 31/1/2023, 1/2/2023) Agendas (email 6/1/2023) Transport planning (email 10/1/2023) elections (email 27/1/2023) c) CAPALC Special Meeting (email 29/12/2022) Bulletin (email 18/1/2023)																															

	<p>d) NALC Chief Executive's Bulletin (email 13/1/2023, 18/1/2023, 20/1/2023, 27/1/2023) Newsletter (email 25/1/2023, 1/2/2023) Events (email 24/1/2023)</p> <p>e) Highways - TMC Incident Report December (email 4/1/2023) Events (email 10/1/2023)</p> <p>f) Parishioner – Blocked drains (email 5/1/2023, 8/1/2023)</p> <p>g) Benwick in Bloom – projects update (email 12/1/2023 x4) coronation (email 15/1/2023 x4)</p> <p>h) CCC – Cambridgeshire matters (30/1/2023) Waste education (email 9/1/2023)</p> <p>i) Combined authority – Update – (email 19/1/2023, 20/1/2023, 31/1/2023) Bus strategy (email 17/1/2023)</p> <p>j) QEH – new hospital campaign (email 20/1/2023)</p> <p>k) Golazo - tour of Cambridgeshire cycle race (email 26/1/2023)</p> <p>l) wcctv.com (email 11/1/2023)</p> <p>m) Futurform – queen's bench (email 24/1/2023) – Cllrs commented that this bench does not look attractive</p> <p>n) Eastern Community Homes (email 3/1/2023)</p>	
232/22-23	Telephone and internet budget It was Proposed by Cllr Chapman and AGREED to increase the budget for this to a maximum of £100 to cover actual and potential price rises for our annual website fees which is paid by direct debit to Chess ICT. Chess ICT have estimated that the direct debit will be £78.02 but have said that they reserve the right to increase it to £93.62	Clerk
233/22-23	Armed Forces Covenant there is a forum on 22 nd February and a reserve forces training evening on 21 st March – no further action as we only employ one person	
234/22-23	Agenda Items/Next Meeting - next Parish Council meeting to be Monday 6 th March 2023 in the village hall. Items to be included on agenda should be with the Clerk by Monday 27 th February 2023. Village Sign to be on the agenda.	Clerk
235/22-23	Motion to exclude the Press and Public It was Proposed by Cllr Chapman and seconded by Cllr Keppel-Spoor and AGREED that in under section 1(2) 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 under item 236/22-23 the public and press be excluded from the meeting.	Agreed
236/22-23	Clerk - to discuss and agree any actions needed The clerk presented a firm of accountants with a specialisation in charities and village halls who could do the annual accounts and provide support and advice to the treasury function for the BVHC. There are also people connected with or in the village who could do the annual accounts. The clerk presented a locum clerk who could be available flexibly to cover the clerk's holidays plus any work, research, clerical support etc that the village hall may need. The feeling was that the BVHC should be self-supporting in covering such needs at present. Clerk to contact neighbouring Halls to find out their hiring rates.	Clerk

Meeting ended 21.30

Appendix 1:

Bank Reconciliation		Financial Year ending 31 March 2023	
Benwick Parish Council			
Prepared by Richard Robinson (Clerk & RFO)			
Date	01/02/2023	Chair	
Approved by		Chair	
Date	06/02/2023		
Balance per bank statements as at	31/01/2023	£	£
Current Account		61,865.04	
NS&I		0.00	
			61,865.04
Less: Unpresented Cheques			
Cheque Number	amount		
			0.00
Add: Any unbanked cash in transit			0.00
Net bank balances as at 31/01/2023			61,865.04
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		58,386.51	
Add: Receipts to date		21,507.73	
Less: Payments to date		18,029.20	
Closing Balance		61,865.04	

Earmarked Reserves:

Parish Plan	£532.89	
Verge Planting	£1,067.13	
Cemetery Extension	£6,604.17	
Street Lighting	£9,875.62	
Jubilee Celebrations	£0.00	
The Pound	£1,550.00	
Village Sign	£1,000.00	
War Memorial	£6,000.00	
Mooring	£7,961.16	
Allotments	£2,191.35	
General Reserve	£25,082.72	
		E M TOTAL £36,782.32