

WEST WICKHAM PARISH COUNCIL

MEETING

Minutes of the Annual Parish Council meeting held on

Monday 23rd May 2016 in the Village Hall at 7pm

Those present were: Chairman Cornish, Vice Chairman Charlton, Cllrs. Hall, Grieve, Licence & Schuilenburg. County Cllr.Hickford, Dist.Cllr. Turner, Cllr. Robert Turner, 3 parishioners and the Parish Clerk.

1.

a) Election of Chairman: As Cllr. Cornish had told the Parish Council that he was standing down as Chairman Cllr. Charlton was nominated by Cllr. Grieve, seconded by Cllr. Schuilenburg and agreed by the Council

b) Election of Vice Chairman: . Cllr. Cornish agreed to stand as Vice Chairman and was nominated by Cllr. Schuilenburg and seconded by Cllr. Charlton. The Parish Council agreed and both signed their Declaration of Acceptance form.

c) Appointment of two councillors to represent Parish Council on the VHMC: Cllr. Licence and Schuilenburg agreed to act as representatives of the Parish Council on the Village Hall Management Committee.

2. **Apologies:** Dist.Cllr Fraser and Cllr. Plumb

3. **Minutes** of the meeting held on Monday 21st March 2016 were signed as correct.

4. **Matters arising:**

- a) *Dean Road Hedging* – Cllr. Licence had spoken to Marian Lang, Parish Clerk for Horseheath and was told that Highways had had another look at the safety aspect of the A1307 at Dene Road junction at her request but still felt that the trees did not impede the view. If both Horseheath & West Wickham felt they were wrong can we get someone to do the job and would Highways agree. It was agreed that Highways should be approached to still do this work.
- b) *Signage in West Wickham & Streetly End:* The Parish Clerk had emailed Nicola Burdon, including Cllr. Hickford, with a list of signage jobs but she had heard nothing back, neither had any work been done. It was suggested she write again pointing out that the road sign outside Ivy Todd Farm is about to fall over and could a safety issue.
- c) *Hedging round rec.:* Cllr. Plumb was going to contact them regarding not cutting the areas where Cowslips and the Orchids grew and they were sent detailed maps, however they still managed to cut these areas and also got their machinery stuck in a rut. The Parish Clerk will query an Invoice just received for that date as only half of the recreation field had been cut. The Parish Clerk was asked to contact CGM to request a cut of the whole area in the middle of June, ten days before the West Wickham Fest on 2nd July. The Chairman needed to know how often the hedge should be cut for budget planning. CGM are returning in Sept/Oct to cut the hedges again for free as we were not satisfied with their first cut. Suggest Marcus Glover, in charge of CGM's grass cutting, is asked how often it should be cut.
- d) *Commemorative medals for Queen's 90th Birthday:* Cllr. Plumb not present to update.
- e) *Newspaper delivery:* Cllr. Licence said the plan of delivering to the Church porch is working really well. Suggested an item in the Village Voice to encourage at least 25 people to sign up for delivery which Sweet Talk would then deliver to homes.

5. **Correspondence:** None

6. **Finance:**

- a) **End of Year Accounts 2015/16** (distributed to all councillors) – Acceptance of End of Year Accounts were agreed and signed prior to being submitted to the internal auditor.
- b) **Statement of Accounts (prior to Audit 2015/16):** This was read out and agreed and signed by the Chairman and Parish Clerk.
- c) **Statement of Governance (prior to Audit 2015/16):** This was agreed and signed by the Chairman and Parish Clerk.
- d) To agree allocated reserves to 31/3/2017: £500 put aside each year for maintenance of Playground and possible £3000 for the cost of acceptance of Neighbourhood Plan.
- e) **Authorised payments:** These were agreed and cheques signed:
 - £372.34 Mrs.J Richards salary for Apr/May. (Chq.741)
 - £189.28 CAPALC affiliation fee (Chq.742)
 - £250.00 Age Concern (Mobile Warden Scheme) (Chq.743)
 - £ 20.00 Jackie Dockerill – Annual fee for Payroll & Returns (Chq.744)
 - £337.52 Aon Insurance (Chq.745)
 - £ 36.00 Wildlife Trust subscription fee – Direct Debit
 - £ 36.00 CPRE affiliation fee (chq.746)
 - £ 7.00 STP Inv. 386243 – printing ink (chq747)
- f) **Monies received:**
 - £5500.00 Precept 1st tranche.
 - £ 74.02 Eastern Power Networks Wayleave payment
 - £ 584.03 VAT reclaim

7. **Planning:**

Plan.App			Work	P.C.	SCDC
S/0443	A Betley	22 High St.	Erection of single timber grg	Approved	Approved
S/0669/16/FL	Rogers & Blackman	10 High St.	Erection of single storey ext., replacement of grg. Etc.	Approved	Approved
S/0670/16/L B	“	“	Dem.of kitchen & bathroom lean-to & erection of single-storey ext. etc.	Approved	Approved
S/0669/16/FL	“	“	Amendment (in.only)	Approved	Approved
S/0993/16/FL	C Norman	Land 39-47 High St.	Single dwelling amended	Refused	

- a) S/0993/16/FL – C Norman – The Parish Council had turned down this amended application as the building was still too large compared to surrounding properties and part of it was outside the Village Envelope.
- b) Will Stone wished to talk about a planning application he has just re-submitted for converting his stable area in Streetly End into a residence. One reason why it was previously turned down was loss of employment but he is in fact employing someone from the village to work at his Balsham Hill stables. Two issues raised by the Parish Council were access, the other being it will be out of the Village Envelope. The Chairman said the Parish Council needs to be consistent about refusing building outside the Village Envelope but should look at the merits of each application and make their comments.

8. **Maintenance:**

- a) Pavements in need of repair – Cllr. Licence said Highways had been out and marked the pavements which require work, however the one she felt was the worst outside No. 94 High St. had been left out. Cllr. Hickford said that Highways follow a criteria and this

pavement did not come within the intervention level. It was agreed to keep raising this issue.

b) Issues with CGM's grass cutting: Dealt with earlier.

9. Neighbourhood Plan: Cllr. Hall said he had started the process for the next phase of the Neighbourhood Plan and had circulated the findings of the initial survey and Terms of Reference to the Committee which consist of:

Dave Sergeant (IT Systems & data control); Brian Upton (Transport and Social Topics); Arthur Mawby (Grants); Jenny Dutton Legal); Georgina Magin (Natural Environment); James Midwood (Built Environment); Jonathan Drury (Agricultural, TBC); Andrew Morris (Roads and Transport) and Janet Morris (Heritage). Initial tasks will be to liaise with ACRE to develop and carry out a Housing Needs Survey and secondly to estimate the cost of undertaking the Plan development and applying for a grant.

10. Traffic issues:

a) Traffic calming – Cllr. Licence wished to discuss some moveable speed equipment which Withersfield is using but realised time was short before the Parish Meeting and it was agreed to discuss this at the next meeting. Cllr Hickford said that Speed Watch is considered the best way of slowing traffic. The flashing sign equipment has an initial impact but probably this lessens with time.

11. Report by Dist. Cllr. Fraser:

- a) Local Plan – The Hearing following consultation will start on 7th June and will probably be ratified by September 2016.
- b) Planning scheme of delegation – changes have been made and the automatic referral to Planning Committee has been removed when the Parish Councils views conflict with Planning, instead it will be the right of the Parish Council to request an application to be considered by Planning Committee. The approved time span for this is extended from 21 to 28 days. The scheme will be assessed after 1 year.
- c) Boundary Commission – The Commission has agreed to the number of councillors being reduced from 57 members to 45. There will be a draft recommendation for new Wards, and final recommendations will be published in September. West Wickham will be in new Ward of Balsham.
- d) Section 106 – the time span of spending S106 money has been increased to 10 years from 5. CILL will adopted with the Local Plan.
- e) Community Chest has been increased to £1500.
- f) Devolution – nothing agreed as yet.
- g) A1307 Parish Forum was recently formed and a letter sent by the Chairman of Horseheath P.C., Stuart Miller and agreed by the surrounding Parish Councils, requesting greater communication, oversight and realism in the preparation of Local Plans taking into account the concerns of villages. Cllr. Hall said he would attend a Forum meeting in Haverhill on 7th June.

12. Report by County Cllr. Hickford

- a) At the last City Deal meeting it was agreed that the A1307 from Haverhill to Linton was adequate but a survey of the “rat runs” is being carried out of all the surrounding villages to get a picture of where traffic is going, which will be paid for by City Deal.
- b) Boundary Review – This is in progress and it is likely there will be 61 councillors county wide not 67.
- c) Local Highways Improvement scheme has been increased in value to £600,000.
- d) Open Day will be held at Wittlesford in June.
- e) Cllr Hickford is now Deputy Leader.

f) Were the Parish Council in favour of having monthly meetings with other parishes where Planning, Housing and other issues can be discussed with members from SCambs District Council and Cambridge County Council. This was agreed.

13. Any Other Business:

- a) Cllr. Licence spoke about the signs for the wildlife area and the Village Hall apologising for the delay in getting these but the job is in hand.
- b) Cllr. Schuilenburg told the Council that Air Broadband would be unable to put their project into action as BT will not reduce their costs. They have requested the possibility of a loan from the Parish Council. This was discussed and it was thought it was too big a risk when only 40 people were signed up to this project. He had received a letter from Lucy Fraser, MP, saying she was reminding BT to keep West Wickham high on the priority list. The Chairman thanked Cllr. Schuilenburg for all his work and hopefully due to this BT may move a little faster.

Chairman.....

The next meeting will be held on Monday 18th July 2016. All are welcome.