

DRAFT

WEST WICKHAM PARISH COUNCIL MEETING

Minutes of the Parish Council held on Monday

1st June 2020 at 7.30pm by on-line Zoom due to Covid19 crisis.

Those present were: Councillors P Charlton (Chairman), Cllrs. M Cornish, P. Grieve, A. Hazelhurst, D Licence, A Schuilenburg and D. Sargeant, District Councillor G Harvey, the Parish Clerk and 1 member of the public

1. Election of Chairman: Cllr. Cornish proposed Cllr. Charlton to remain as Chairman, seconded by Cllr. Schuilenburg. Council agreed to this and Cllr. Charlton accepted.

Election of Vice Chairman: Cllr. Charlton proposed Cllr. Cornish to remain as Vice Chairman, seconded by Cllr. Schuilenburg. The Council agreed the nomination and Cllr. Cornish accepted. The Parish Clerk will arrange for the Declaration of Acceptance forms to be signed.

Appointment of two councillors to represent the Parish Council on the VHMC: Cllrs. Schuilenburg and Licence were happy to continue in this role.

2. Apologies: County Clr. Batchelor

3. Declaration of Interest: None

4. Minutes: Minutes of the meeting held on 23rd March 2020 were signed as correct after an amendment to item 9a – “This has now been unblocked” (not unlocked).

5. Matters Arising:

a) *Update on Community Support Group* – Cllr. Licence who, with Mrs Nicky Cornish, had organised this group told Council that there were no cases of Covid19 in West Wickham. The group were being monitored by SCDC and received constant updates and guidance on procedures. Initially there were problems with prescriptions and appointments but have been sorted out. Those who are vulnerable are being very well looked after by their neighbours. The Chairman thanked Cllr Licence, Nicky Cornish and all those who volunteered to help and said once things were back to normal the Council should show appreciation in some way, perhaps a parish party.

6. Planning:

Work req. date recd date ret'd.

S/1903/19/ NMA1	R Waldau	66 High St. WW	Non material amendment to exist.app	11/3/20	23/3/20	Support	
01639/FUL	W Potter	Burton End, WW	Two new dwellings	18/3/20	23/3/20	Not support	refused
S/4286	W Stone	The Meadow	Amendment to plan	27/3/20	10/4/20	No commen	

						t	
20/01223/ HFOL	J Powell	47 Streetly End	Insertion of 2 dormers to rear elev.	28/4/20/ recd 20/5/20	1/6/20		

a) .

Re 01639 – W Stone: Cllr. Cornish had spoken to Will Stone asking why the plans had been changed. He told Cllr. Cornish that SCDC had requested this and he made the changes so it would be given permission. The plot will probably be sold with planning permission and therefore the new owner could put in for a different design.

Re 01223 – J Powell: There was concern from the neighbours about loss of privacy due to the proposed dormer windows. The Council felt that these concerns must be taken into consideration and therefore would not support this application. **Action – unsupported.** There was discussion about the fact this property did Bed/Breakfast with accommodation for 16 people and possibly there should be an application for “change of use” retrospectively.

b) *Complaints about lighting at new build in Streetly End:* Cllr. Grieve reported that there had been no further complaints and Planning appear to be supporting the level of lighting despite the fact that it is against the permitted application.

7. Finance:

a) **End of year accounts 2019/20** (distributed to all councillors). The Chairman went through the year’s accounts and was pleased that they were in good shape with continuing savings to carry out any necessary work required. The Precept is acceptable to the village and we are building a sensible reserve. The accounts were agreed and signed off.

b) **Exemption form:** This form is required by the External auditors if the accounts expenditure and receipts is less than £25,000 which means it will be unnecessary to have an external audit. An internal audit will still be required. It was agreed to request Exemption and the form duly signed.

c) **Statement of Governance & Statement of Account:** These were agreed and will be signed by the Chairman and Parish Clerk.

d) **Allocated reserves to 31/3/2020:** These were agreed and remained the same.

e) **Unallocated reserves:** The cost of the awarded Local Highways Improvement scheme has been increased to £3,200 to cover the cost of the extra gates. The grass cutting contract which comes up later this year with ABC Tree Surgery may need to increase the cost per cut. Cllr Cornish asked if the Parish Clerk could check the bank statements on line and she said she would contact Lloyds about doing this.

f) Authorised payments:

£36.00 Wildlife magazine subscription – direct debit.

£305.87 BHIB Insurance premium for 2020/2021 (chq.921)

£389.72 J.Richards April/May salary (chq. 922)

£720.00 ABC Tree Surgery Inv. 157, 162, 167, 170 (chq. 923)

£250.00 Age UK Warden Scheme (chq.924)

£115.80 RoSPA Safety Inspection fee Inv.48101 (chq. 925)

£ 20.00 Jackie Dockerill Payroll Services (chq.926)

g) Monies received:

£.00 Eastern Power Networks plc – Wayleave.

- h) SCDC are paying only part of first half of the Precept in May, the rest to be paid in July.

8. Traffic & Parking issues: Cllr Licence who helps with Speedwatching reported that there were still problems with speeding at Streetly End and also on the stretch next to Manor Farm, a short length of 30mph and it is difficult to get a record of the cars who are speeding due to lack of road space. It is intended to do a speedwatch up the High Street and she asked if there was any particular problem with speeding. Cllr. Schuilenburg reported one individual who consistently went too fast. Trevor Hall told the Council that some improved gear would be available shortly.

9. Maintenance:

a) *RoSPA Inspection:* There was nothing red flagged and nothing needing immediate attention. However some of the wood installations get water in them and they also were damaged by the strimmer when CGM were the grass contractors. Rob Giles who now cuts the grass and carries out the strimming said he would be careful. It was agreed that when replacement equipment is needed it should be in plastic not wood. Cllr Licence asked about the need to inspect the zip wire which meant dismantling it, was that not the job of the inspector?

b) *Flooding on Wickham/Streetly End road:* Cllr Schuilenburg said the work was to be carried out in the next 12 weeks and this would also include repairing the blocked drain outside the Village Hall.. Cllr Licence reported that the pavements were being repaired now.

10 Neighbourhood Plan: Cllr. Sargeant said this was continuing slowly and that the draft is still not available for the Parish Council to read. Cllr. Licence enquired about the environmental policies and was told that SCDC would be carrying this out. The chalk pit and some of the ponds would be highlighted to be part of the local planning policy.

11. Village Hall & Recreation ground: Cllr Licence spoke about the Pre-School request to reopen the school in the Village Hall. A Risk Assessment has been carried out very thoroughly with the hall being sanitised and all necessary safety aspects being attended to. The Pre School would also like to have the use of the Play Area with the play equipment roped off so as not to be used. SCDC, VHMC and all but one of the Parish Council were happy with these arrangements. Trevor Hall, Chairman of the VHMC, said he would draw up a Risk Assessment once the Parish Council have agreed Cllr. Schuilenburg had consulted with a lawyer who said it would be breaking the law as playgrounds are still closed by law. Had the Police been consulted? Cllr Licence said two official bodies have said it is alright. If there were complaints the Pre School would immediately stop. The Chairman suggested a leaflet should be sent round to all householders to set out what is being done and why. Trevor Hall said he would do a report explaining how and why and give it to Cllr Schuilenburg with a plan showing the roped off area etc. A vote was taken and a majority of 6 – 1 were in favour of the request. The Chairman thanked Trevor for doing this and also thanked Susan Harrow for organising the details to keep the children safe.

12. District Councillor Harvey's report: (distributed on the website)

a) Consultation of new Greater Cambridge Local Plan included the infrastructure but transport was the main topic and second was housing and homes. He will send through a link of the report. In October reports from experts will be available and then comments from the public available in the Summer of 2021.

b) £25000 awarded to Milton Country Park to help with the loss of income due to closure.

13. Any Other Business:

- a) The wooden gate to the allotments is rotten and needs replacing. Cllr. Licence asked if the Parish Council would pay for this replacement gate and had got a quote for £200 and someone to erect it for £150. All but one of the Parish Council agreed to this. Cllr Cornish disagreed and said the allotment users should pay for this as the rent raised per year was only half of the above cost. **Action: The Chairman said he would look into what was required of Parish Council regarding allotments.**
- b) A football net has been requested, the cost would be £30/40. In the past requests have been refused because of the grass cutting damaging the nets. The Chairman has asked Rob Giles about this who said it would not be a problem. Cllr Schuilenburg thought the Village Hall had some nets but apparently these were for five-a-side. **Action: A vote was taken and all agreed to fund this request.**
- c) A letter had been sent proposing that a mobile Post Office visit West Wickham on Thursdays 12.30-1.30 and could they use the Village Hall car park. The day and time was not good as it clashed with Pre School hours. Suggested it comes on a Friday after 1pm when there is no Pre School. **Action: The Parish Clerk will request a different day and time.**
- d) Cllr. Schuilenburg asked if the Parish Council would agree to his next door neighbours dumping garden waste on a triangle on the allotments at the end of their garden which was obviously not used as allotment ground. This was agreed provided it was just a temporary measure and only garden waste dumped. **Action: The Parish Clerk will email them.**
Cllr. Licence enquired if anything had been heard from Stuart Bland who had been written to about the state of his allotment, one of several letters to him. Nothing has been heard but he has paid up to October and so leave it for the present.

The Chairman thanked everyone for zoom attending and thought it would be a good idea to have planning meetings in this way.

The next Parish Council meeting will be held on Monday 27th July at 7.30pm hopefully in the Village Hall.

Chairman.....