

WEST WICKHAM ANNUAL PARISH COUNCIL MEETING

Minutes of the Parish Council held on Monday

23rd May 2022 at 7.15pm in the Village Hall .

Those present were: Cllrs. A. Hazelhurst, A Schuilenburg, D. Sargeant, C. Mulley-Richards and R. Temple., County Cllr. H Batchelor, Parish Clerk and 4 members of the public.

1. Election of Chairman, Vice Chairman, 2 representatives for the Village Hall Management Committee. Introduction of two new Councillors and witness to signing of their Registration forms. Acceptance forms also to be signed.

There was one nominee for Chairman, Alex Schuilenburg, proposed by Cllr Sargeant, seconded by Cllr Temple. He accepted after full agreement from the Council. Cllr Sargeant was proposed by Cllr Schuilenburg to be Vice Chairman, seconded by Cllr Hazelhurst. He accepted after full agreement by the Council. They both then signed the Acceptance forms which were witnessed. Cllrs Schuilenburg and Mulley-Richards offered to be representatives on the VHMC. The Registration forms for the two new councillors were signed.

2. **Apologies:** Dist.Cllr Harvey sent his apologies.

3. **Declaration of Interest:** Cllr Schuilenburg under item 7.

4. **Minutes:** Minutes of the meeting held on 28th March, 2022 were signed as correct following approval by the Council.

5. Correspondence:

a) Letter from Suffolk Accident Rescue service requesting a donation. It was agreed to decline this.

b) Letter from Parish Nurse Management Group regarding the commissioning of the new Parish Nurse, Kim Cox.

c) Letter of thanks sent by Parish Clerk to Martin Chamberlain who made a plaque for the village bench at no cost.

6. Planning:

21/0161/TTC A		35 Hih St. West Wickham	Tree work	Support
21/00680 HFUL & 21/00681 LBC	A McWilliam	38 Streetly End	Erection of a barn carriage house	Support
21/01607/HF UL	Mrs S Preston	2 Manna Cottages, Burton End	Two story side & front ext.	Support
21/01752?HF UL	R Ling	49 High St.	Timber framed garden studio	Yet to be discussed
22/00795/LB C	G Ireland	19 High St.	Replace dormer windows etc. with d/g	Support

22/1038?FUL	B.Pope	Platts Farm	Alt & conv.of barns to form 2 dwellings etc.	Support
S/3626/19/LB	R.Giles	61 Streetly End	Amendment to app.	Support

The Chairman asked if somebody else could now attend the Seven Parish meetings which are held during the year, notified to us by Cllr Batchelor. **Cllr. Sargeant and Hazelhurst said they would take this over and requested the link from County Cllr Batchelor in case of any issues.**

7. Finance:

a) **End of year accounts:** These had been distributed to all Councillors and were accepted and agreed upon as being satisfactory and correct. The ledger account was signed.

b) **Exemption form to external auditors:** This was agreed and signed by the Chairman and Parish Clerk.

c) **Statement of Governance & Statement of Accounts:** This was read out by the Chairman and agreed on and was signed by the Chairman and the Parish Clerk.

Update of Accounts to be distributed to Councillors.

d) **Risk Assessment Management & Standing Orders:** The Risk Assessment Management had been covered satisfactorily and was therefore signed. The Chairman spoke of the existing Standing Orders (2008) which he felt were in need of updating. **The Parish Clerk will send both documents to all Councillors.**

d) *Authorised payments:*

- £1499.00 AEDdonate (new chq. As original misspelt name) (chq.1004 **Paid**)
- £ 159.43 Mrs J Richards purchase of inkjet laser & ink (chq.1005 **paid**)
- £1,760.00 Tom Licence – gravel picnic area as per quote (chq.1006)
- £ 450.00 Tom Licence – replace broken wood on bench & repaint & stain (chq.1007)
- £ 309.16 BHIB annual insurance fee (chq. 1008)
- £ 595.00 Robert Giles (ABC Tree Surgery) grass cuts2,tree work1 (chq.1009)
- £ 300.00 Age UK (mobile warden scheme) (chq. 1010)
- £ 174.00 E&E Plumridge Inv. 2014,2087,2179. (chq. 1011)
- £ 522.20 J.Richards Apr/May salary incl.£120 back pay. (chq. 1012)
- £ 251.31 CAPALC affiliation fee. (chq. 1013)
- £ 113.40 RoSPA safety Inspection (chq.1014)
- £ 47.88 A. Schuilenburg for UnlimitedWeb Hosting Ltd. Inv.98746633 (chq.1015)
- £ 30.00 J.Dockerill – Payroll service (chq.1016)
- £ 36.00 CPRE subs. (chq.1017)
- £ 12.00 Di Licence – cylinder keys for allotment.(chq.1018)
- £ 2.85 A. Schuillenburg – postal costs for bank signatory forms (chq.1019)

Monies received:

- £ 83.96 Eastern Power Networks – Wayleave
- £6,000.00 1st tranche SCDC Precept.

8. Traffic & Parking issues:

a) **Speed Indicator equipment:** Trevor Hall gave speeding details taken by SID, the main problem being speeding through Streetly End. There was discussion about the various speed equipment available which collects more data which can then be sent to the Police. The total cost of this which would include taller poles to fit it to would be in the region of £5500. **Cllr**

Hazelhurst said he would follow this up as he understood that grants are available through the CCC with a LHI bid (light highways improvement).

9. Maintenance:

- a) *Street sign missing in Streetly End:* This has now been replaced after two years.
- b) *Defibrillator:* Cllr Schuilenburg had spoken to the AIDdonate who told him that the machine would be delivered next week. The Chairman will ask Trevor Hall, Chairman of the VHMC, to organise an electrician to fit it. In the meantime if portable it should be charged up and kept in the Village Hall until it is installed.

10. Village Hall & Recreation ground:

- a) **RoSPA report:** This will be discussed at the next meeting as the whole Council had not had a chance to look at it.
- b) It had been suggested that the Parish Council give a donation towards the heating when using the hall for meetings in the winter. **It was agreed that from October to March the Parish Council will donate £16 per meeting.**

11. Neighbourhood Plan: Cllr Sargeant reported that the Regulation 16 responses have been published by the SCDC and the Examiner has provided an early version of his report for fact checking. The Work Group are respond to SCDC and anticipate only modest changes will be required.

12. Meetings attended by Councillors: None.

13. Reports by District Cllr Harvey & County Cllr Batchelor: Reports distributed on website. Cllr Harvey was not present.

County Cllr. Batchelor: on behalf of Cllr Harvey

- a) Cllr Harvey was re-elected in the local election as District Councillor.
- b) Ukrainian refugees – 514 successful visa applications in Cambridge. 267 have arrived in S.Cambridge.

County Council news:

- a) There will be a LHI bid available this year in Sept/Oct for 2023, so start preparing your bid.
- b) New Road Classification consultation which is open until 18th July on alterations being made; meanwhile work is being done on the A1307 at Hildersham.
- c) Travel Hub proposed between Babraham and Hildersham.
- d) Roundabout at end of Dene Road and also Linton.
All work should be completed by the end of the 2022 financial year.

15. Any other business: None

The next Parish Council meeting will be held on Monday 25th July 2022 at 7.30pm. All welcome to attend. Chairman.....