

# WITCHAM PARISH COUNCIL



**CLERK:**

*Mrs S J Bell*  
17 Astley Close, Sutton  
ELY, Cambs CB6 2PG  
Tel: 01353 778147

To All Members of the Council

**MEMBERS: 6    QUORUM: 3**

**Members are summoned to attend a Meeting of the  
Parish Council to be held on Wednesday 10 April 2024  
at 7.30 pm in the Village Hall, Witcham,  
for the purpose of transacting the following business:**

## **A G E N D A**

- 24/062 To receive and accept any apologies for absence.
- 24/063 To receive declarations of interest from Councillors in respect of any items on this agenda in accordance with the Council's Code of Conduct
- i) Pecuniary interests
  - ii) Personal interests
  - iii) Prejudicial interests (and to inform the Chairman if they wish to speak on the matter during public participation).
- 24/064 Dispensations:  
To note any new Dispensations granted: Nil
- 24/065 To receive and note recent monthly reports from County and District Councillors (Circulated 2.4.24)
- 24/066 Public Participation  
To allow up to 15 minutes for any members of the public, and Councillors declaring the existence and nature of a prejudicial interest, to address the meeting in relation to the business to be transacted at this meeting.  
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. (3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f) and 3g))
- Chairman to close meeting to public
- 24/067 To approve and sign the minutes and confirm agenda of meeting of 13 March 2024
- 24/068 Matters arising from previous minutes **(for information only)**

- 24/069 Planning Applications  
<https://www.eastcambs.gov.uk/planning/current-planning-applications>  
24/00253/FUL High Point, Hive Road Conversion and extension of single storey dwelling to create one and half storey dwelling
- 24/070 Recreation Ground and Cemetery Matters
- a) To receive monthly report on weekly inspections of play equipment and recreation ground, and to note grasscutting contractor has commenced cutting season (MH)
  - b) To receive and approve applications for use of recreation ground  
1<sup>st</sup> Sutton Scouts Group 12 May 2024  
Witcham Annual Peashoot 13 July 2024  
City of Ely CC 3<sup>rd</sup> X1 Various Saturdays May-August 2024
  - c) To receive report from members of Play Working Party, Phases 1 & 2
  - d) To receive update, if any, on Cemetery flooding and CCC works.
- 24/071 Neighbourhood Plan  
To receive and consider reports, minutes and recommendations from Witcham Neighbourhood Plan Working Group for the Drop In Session and March meetings, together with report from Council representatives.
- 24/072 To receive reports from Councillors on any meetings/training attended
- 24/073 2024 Best Kept Garden Competition  
To receive update from Chairman
- 24/074 Highways and Streetlighting
- a) To note any items reported to Highways Authority  
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
  - b) To receive update for speedwatch sessions (MH/GB)
  - c) To receive and note March speed data (MH)
  - d) Chairman to report that Council's litterpick equipment was not required by youngster for litterpicking under the Duke of Edinburgh Scheme
- 24/075 Correspondence  
To receive and note the following items of information/interest and invites (circulated):  
East Cambs Community Safety Partnership newsletter  
NALC Bulletins and Events  
CAPALC Bulletins and training opportunities for Councillors  
Cambs ACRE newsletter  
Cambs Constabulary - East Cambridgeshire Community Meetings 3 April, 3 July and 2 October 2024  
CCC Climate Change and Energy Services stakeholder engagement workshop on 24<sup>th</sup> April 2024, 19:00-22:00 at Ely Maltings  
CCC Parish & Community Forum agenda and post meeting notes - 20 March. Next meeting 15 May 2024 at Burwell  
CCC Parish & Community Forum Healthwatch Joint Strategic Needs Assessment Community Survey  
Elean Power Station bi-annual community liaison meeting Thursday 18 April, 1pm  
Cambridgeshire Libraries – Events Spring 2024  
CCC Traffic Management Centre – Twitter reports  
CCC Traffic Management Training Courses 2024  
CCC Local Nature Recovery Strategy  
ECDC Operational Services meetings & ECSS Business Plan
- 24/076 Finance and General Administration
- a) To approve receipts and payments for April 2024 – to follow
  - b) To receive details for 2024 Audit arrangements – Clerk

- c) To approve the 2023/24 Fixed Asset Register – to follow
- d) To approve the 2023/24 Risk Assessment Report
- e) To receive update on Annual Parish Meeting and Annual Report

**Exclusion of Press and Public**

To consider whether 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 and confidential nature of the business about to be transacted at Agenda Items 24/076f) to 24/076g) listed below, it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

- f) To receive update on progress with RSPB Lease
- g) To receive update Deed Public Right of Way and Parking

24/077 Date of next meetings:  
 8 May 2024 (AGM)  
 Annual Parish Meeting - New Date - 15 May 2024

SJBell

S J Bell  
 CLERK/RFO  
 3 April 2024

Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

**NOTES:**

Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting.

If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed:

“It is hereby resolved in accordance with 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 about to be transacted at Agenda Item ( *No* ) namely ( *state subject listed* ) it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. ( *Mr/Mrs/Cllr .....* ) to be invited to remain.” (as applicable)

Code of Conduct para 12(2) ‘If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest”.