

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 11 September 2024
at 7.30 pm in the Village Hall, Witcham,
for the purpose of transacting the following business:**

A G E N D A

- 24/137 To receive and accept any apologies for absence.
- 24/138 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).
- 24/139 Dispensations:
To note any new Dispensations granted: Nil.
- 24/140 To note recent monthly reports from County and District Councillors (Aug & Sept)
- 24/141 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.
- 24/142 To approve and sign the minutes and confirm agenda of meeting of 10 July 2024.
- 24/143 Matters arising from previous minutes **(for information only)**.
- 24/144 Chairman's report. (MH)

- 24/145 Recreation Ground and Cemetery Matters 7.55pm
- a) To receive monthly report on weekly inspections of play equipment and recreation ground, and confirm annual play inspection scheduled for January 2025. (MH)
 - b) To consider participating in ECDC free audit for Play Accessibility (circulated 4.9.24).
 - c) To approve application for memorial works – RS Memorials.
- 24/146 Planning Matters
<https://www.eastcambs.gov.uk/planning/current-planning-applications>
 To consider:
 24/00826/FUL 14 Martins Lane Internal and external alterations including proposed bay window. Garage conversion (retrospective).
- To note:
 24/00725/TRE Yew Tree House, Silver Street T1 Yew Trees x2 at the front of property - Reduce to provide 1.5 m clearance from property and reduce overhang by 1.5m. This is required for both the installation of effective guttering and maintenance of the Tudor brickwork T2 2x Pear trees - Remove as in poor condition and for both safety reasons and to create space for other fruit trees within the area to flourish - ECDC Approved.
- 24/00137/FUL Land South West Of Ely Model Aircraft Club Hive Road Retention of open fronted storage building and retrospective change of use to mixed agricultural and straw thatching yard - Withdrawn.
- 24/147 Finance and Administration Matters 8.15pm
- a) To discuss and approve revised Financial Regulations (circulated 4.9.24).
 - b) To consider payment of subscription to CCC Archives £200 (2 years).
 - c) To approve purchase Poppy Wreath for Remembrance Day Service 2024.
 - d) To receive and approve quarterly reconciliations and budget to 30.6.24.
 - e) To approve receipts and payments for August/September 2024 (to follow).
 - f) To receive any update on progress with 2024 External Audit.
 - g) To approve completion of new bank mandate signatories.
 - h) To make arrangements for annual village inspection.
- 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 24/147(i) to 24/147(l)) 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.
- i) To consider quotes for repairs at bus shelter (to follow).
 - j) To consider quotes for new signage - entrance to village hall roadway (to follow).
 - k) To receive any update from solicitors on proposed changes to draft RSPB Lease.
 - l) To discuss updates regarding Deed Public Right of Way and Parking for Village Hall.
- 24/148 To receive and discuss correspondence and guidance regarding biodiversity and climate (previously circulated)
- 24/149 Neighbourhood Plan 8.45pm
- a) To note that Sutton Replacement Neighbourhood Plan and the Mepal Neighbourhood Plan were made part of the development plan for East Cambridgeshire on 25 July 2024. A 'regulation 19 decision statement' to confirm such a decision for each plan, to sit alongside a copy of the final plan, will be available: [Mepal Neighbourhood Plan | East Cambridgeshire](#)

[District Council \(eastcamborough.gov.uk\)](http://eastcamborough.gov.uk) and [Sutton Neighbourhood Plan | East Cambridgeshire District Council \(eastcamborough.gov.uk\)](http://Sutton Neighbourhood Plan | East Cambridgeshire District Council (eastcamborough.gov.uk))

- b) To receive and consider minutes of meeting of 23 July 2024 and any recommendations from Witcham Neighbourhood Plan Working Group (circulated 2.9.24).
- c) To receive report of meeting with Consultant - 29 August 2024 (to follow).
- d) To receive and consider document – Brief History of Witcham (circulated 14.8.24, re-circulated 2.9.24).
- e) To receive Working Group's timetable/activities (circulated 29.8.24).
- f) To respond to letter from Working Group regarding Grant Funding (circulated 2.9.24).
- g) To receive dates for Working Group's proposed meetings with Consultant – 17 October and 9 November 2024.

24/150 Highways and Streetlighting

9.10pm

- 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 notice of nPower proposals for modernising UMS connections. Migrate Non-Half Hourly (NHH) Unmetered Supplies Metering Systems, due between 23.9.24 and 31.3.25 (P434) (circulated 24.8.24).
- c) To note flytipping reported to ECDC at Hive Road, end August (MH).
- d) To discuss any update regarding CCC investigations Mepal Road/junction ditch adj cemetery.
- e) To receive correspondence regarding CCC/LDB maintenance works village droves/drain.

24/151 Consultations

- a) Active Travel Hierarchy (30.9.24) (circulated 12.8.24).
- b) Cambridgeshire & Peterborough Combined Authority Bus Franchising Consultation (20.11.24) (circulated 20.8.24 & 2.9.24).

24/152 Speedwatch and MVAS Monitoring

9.25pm

- a) To receive update regarding speedwatch matters. (GB)
- b) To receive and note latest speed data. (MH)

24/153 Correspondence

To receive and note the following items of information/interest and invites (circulated):

Priors Field Surgery, Sutton – new contract arrangements

Mereside Surgeries – update on expansions

Sustrans route feasibility studies - invite to seminar for Chairman 18.9.24 at 6pm

Police and Crime Plan survey

CCC Capital Maintenance Programme 2024/25

Presentation on Capital Scheme Prioritisation for Highway Maintenance Scheme 28.8.20 cancelled

Ouse Washes newsletter

Automated ANPR Speedwatch

East Cambs Parish and Community Forum meeting 18.9.24

TMC Incident Report

Greater Cambridge Partnership – Joint Assembly and Executive Board Meeting 2.10.24

ACRE AGM 9.10.24

CAPALC Civility & Respect Taskforce vacancy

Speedwatch – temporary co-ordinator appointed

ECDC Meeting agendas and minutes and Planning decisions, press releases Youth

Fusion Days, Grants, electric vehicles, Sunnica Statement, Licensing: Gambling –

Statement of Principles review, Corporate Action Plan, High Street Review Fund

NALC Bulletins, Newsletters, Events and website

CAPALC Conference, Wyboston, 20.9.24, Awards, newsletters and updates

24/154 Date of next meeting: 9 October 2024.

SJBell

SJ Bell

CLERK/RFO

5 September 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".