

# 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 12 June 2024  
at 7.30 pm in the Village Hall, Witcham,  
for the purpose of transacting the following business:**

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

- 24/100 To receive and accept any apologies for absence.
- 24/101 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).
- 24/102 Dispensations:  
To note any new Dispensations granted: Nil
- 24/103 To note recent monthly reports from County and District Councillors
- 24/104 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
- 24/105 To approve and sign the minutes and confirm agenda of meeting of 8 May 2024
- 24/106 Matters arising from previous minutes **(for information only)**

- 24/107 Planning Applications  
<https://www.eastcambs.gov.uk/planning/current-planning-applications>  
24/00137/FUL Land South West of Ely Model Aircraft Club, HIVE ROAD, Witcham  
Retention of open fronted storage building and retrospective change of use to mixed agricultural and straw thatching yard  
24/00253/FUL High Point, Hive Road, Conversion and extension of single storey dwelling to create one and half storey dwelling. To note amendments including reduce height of building. <https://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S9ZL85GGK8S00>  
To report issues regarding developers completion status at Kings site, The Slade.
- 24/108 GP Surgery  
To note planning consent granted for new GP surgery at Stretham (formerly a branch of Haddenham GP surgery), and to confirm support for Mereside Surgery to submit Council's earlier letter as part of their NHS Business Case submission.
- 24/109 2024 Annual Parish Meeting  
To receive draft Minutes of the Annual Parish Meeting held on 15 May 2024 and discuss issues raised for consideration by the Parish Council.
- 24/110 Highways and Streetlighting
- To note any items reported to Highways Authority  
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
  - To receive report from County Councillor regarding Headleys Lane – Verge and flooding issues adj Pond Farm development
- 24/111 Speedwatch and MVAS Monitoring
- To receive update for speedwatch sessions (GB)
  - To receive and note May speed data (MH)
- 24/112 Finance
- To approve amended Fixed Asset Register
  - To receive Internal Auditor's report (attached)
  - To approve and sign off Section 1 - Annual Governance Statement of 2023/24 Annual Governance and Accounts Return (details circulated for the May meeting together with NALC Joint Panel on Accountability and Governance Practitioners' Guide)
  - To approve and sign off Section 2 - Statement of Accounts of 2023 /24 Annual Governance and Accounts Return (following receipt and approval of draft accounts at May meeting)
  - To reappoint LGS as Internal Auditor for 2024/5
  - To approve receipts and payments for June 2024 (to follow)
  - To approve completion of new bank mandate signatories
- 24/113 Recreation Ground and Cemetery Matters
- To receive monthly report on weekly inspections of play equipment and recreation ground and review village grasscutting. Note plaques on fitness equipment due for installation end of June (MH)
  - To receive complaint about overhanging tree High Street, and consider further works and liaison with Tree Officer
  - To receive correspondence regarding enquiries for use of recreation ground from commercial and a nearby Cricket Club
  - To receive update from Witcham Events Committee amending application for Peashooting Championship 6 July 2024 (awaited)
- 24/114 Administration Matters  
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 24/114a) to 24/114b) 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.

- a) To approve RSPB Lease
- b) To receive update Deed Public Right of Way and Parking

- 24/115 East Cambridgeshire Buildings of Local Interest Register  
To receive and consider correspondence about proposed Witcham entries (attached).
- 24/116 Neighbourhood Plan  
To receive and consider reports/minutes and any recommendations from Witcham Neighbourhood Plan Working Group (Circulated by the Group)
- 24/117 Witcham Village Hall and Witcham Events Committee  
To receive Terms and Conditions for continuation of World Peashooting Championship (attached).
- 24/118 Sanctuary Housing  
To receive report regarding concerns from residents that bungalows and houses standing empty at Westway Place and Martins Lane for many months. (circulated)
- 24/119 Correspondence  
To receive and note the following items of information/interest and invites (circulated):  
Cambridge & Peterborough Combined Authority - Join the Conversation – Bus Routes  
Safety of Lithium-ion Batteries and e-bikes and scooters  
CCC Promotion Concessionary Bus pass use, Walk this May  
TMC Incident report  
ECDC Meeting agendas and minutes and Planning decisions, and press releases  
ECDC Accessible Playgrounds  
ECDC Community Safety Partnership – Domestic abuse  
Plunkett Community Business Funding  
SLCC Martyn’s Law Presentation  
British Racing School promotion Fun Day Newmarket 20 July 2024  
RSPB Operation Turtle Dove  
NALC Bulletins and Events, Pre-election advice, Youth Engagement Summit and CEO newsletters  
CAPALC Bulletins and training opportunities for Councillors  
CCC Events and training
- 24/120 Date of next meeting: 10 July 2024

*SJBell*

S J Bell  
CLERK/RFO  
6 June 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".