

Little Thetford Parish Council

Chairman: Cllr G James

Locum Clerk: Mrs L White, c/o Little Thetford Village Hall, The Wyches, Little Thetford CB6 3HG

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Minutes of the Full Council meeting held on Wednesday 15th July 2020 at 7.32pm

Present: Cllr James (Chairman), Cllr Mitchell, Cllr Clark, Cllr Stubbs

Locum Clerk: Libby White

Quorum: 4 Vacancies: 1 6 members of the public

20/77 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

20/78 To receive and accept apologies for absence

Apologies were received and approved from Cllrs Chamberlain and Kilby (personal)

20/79 Councillors' Declarations of Interest

- To receive declarations of interest from Councillors on items on the agenda. Cllr James noted that he had been approached by the resident with the application under item 84a. Cllr Stubbs noted that as always she is a member of the District Council's Planning Committee and will not take part in any discussion on planning applications and also knows the resident with the application under 84a.
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any).
- To grant any requests for dispensation as appropriate.

20/80 Public and Press Participation Session (10mins)

Resident has application to be discussed later in the meeting. She clarified that the application is for change of use to be used for the day nursery. Not for extra children but simply to provide the space required from Covid-19.

A10 consultation was not on the agenda but it was noted that the Clerk has been in touch with the Combined Authority and expressed concern that PCs do not have the time to comment with the short notice provided. After some comments from residents, it was confirmed that the PC will hold a Public Meeting for residents to allow the Council to respond to the informal consultation. The PC to communicate with other PCs to understand everyone's point of view and have a co-ordinated response. Lots of effect on PROWs, etc.

20/81 Approval of Minutes

- a. It was **proposed** by Cllr Stubbs, seconded by Cllr Mitchell and **RESOLVED** by a unanimous vote that the minutes for signature from 10th June 2020 be approved and signed.
- b. Matters arising from the minutes (for information only).
- c. The Locum Clerk noted that once again there had been connectivity issues with the website and email for the PC. The company will be formally put on notice due to the ongoing concerns.

The Locum Clerk noted that the Internal Auditor had carried out as much of her Internal Audit as is possible under the current restrictions. The report will be sent to the PC shortly.

It was noted that a fairly large, but declining fir tree at the Cemetery has been felled and work has commenced on the new Cemetery extension footpath. The Locum Clerk has noted that there may need to be a retrospective planning application put in as soon as possible but she is looking at the files to see if anything has been done previously.

20/82 Reports

Cllr Stubbs noted that should be attending the Full ECDC meeting on 16th July and a special meeting will be held on Friday 24th July for the Asset Management Matter in the Parish of

Mepal. Offices are still closed with the majority of staff working from home. ECDC have submitted their view for the A10.

20/83 Finance Matters

- a. The Locum Clerk noted that confirmation has been received that the Santander account is now formally closed and she has the information she needs to sort the signatories out for the Cambridge Building Society Accounts.
- b. It was noted that Cllr Stubbs and Cllr Clark have reviewed invoices and are happy for all invoices to be paid. Cllr Stubbs and Clark will authorise the payments set up on Unity Bank totalling £1,438.95.
- c. It was noted that there are 53 tree stumps in the playground which are a potential trip hazard for all users. In addition there is a large amount of debris from any tree work at the back of the cemetery extension. The Locum Clerk had sought quotations for work to be completed to remove all stumps, soil and seed in the playground and dispose of the 'brash' in the cemetery. After a brief discussion it was **proposed** by Cllr James, seconded by Cllr Mitchell and **RESOLVED** by a unanimous vote to use Brookfield Groundcare to complete the work.
- d. Further to recent discussions, it was noted that the Locum Clerk had approached three companies for quotations to carry out a tree survey of council owned trees. It was **noted** that only one quotation had been received to date and to bring back to August. Cllr Mitchell provided the name of a further company to approach for a survey.
- e. The Locum Clerk reiterated the duty of the PC to show the assets it holds including land, on their website. After a brief discussion it was **proposed** by Cllr Mitchell, seconded by Cllr Stubbs and **RESOLVED** by a unanimous vote to purchase Pear Mapping Software which will allow the PC to produce maps suitable for the website, monitoring assets.

20/84 Planning Matters

With agreement from all, this item was brought before item 83.

- a. 20/00714/FUL – Change of use for a wooden cabin to be used as a classroom for 12 children at 31A The Wyches, Little Thetford

After some discussion it was **proposed** by Cllr James, seconded by Cllr Clark and **RESOLVED** that this application be recommended for Parish Council support.

CARRIED

1 abstention

- b. It was **noted** that 19/01719/DISA – to discharge Conditions 5 (Foul and Surface Water) and 12 (Tree Protection Scheme) of decision dated 6 March 2020 for erection of 2no. dwellings, parking and associated works at Site South West of 12 Holt Fen, Little Thetford had been received.

20/85 Council Administration Matters

- a. Cllr James provided an update on the Covid-19 volunteer support provided for the village. Items included:
 - Funding for the meals has more or less run out. Therefore the Meals on Wheels will stop at end of week commencing 20th July. Residents can continue with meals on wheels on their own.
 - Planning now for what happens after lockdown. Talking FreELY have offered at subsidised rate for 100 delegates. Little Thetford has 1 place on 21st July with a volunteer attending who has been affected by mental health. £13/delegate, subsidised to £3/delegate.

Cllr Stubbs provided a brief update on the activities of the Village Hall. They had obtained a grant £4,950 to buy meals for residents who needed a hot meal during the virus and over 1,200 meals will have been delivered by end of next Wednesday. Cllr Stubbs wanted to say thank you. Helped village to come together and helpful for volunteers and recipients.

It was agreed that a letter to ask volunteers to inform residents that meals are coming to an end and letter of thanks to volunteers on behalf of council would be put together as a matter of urgency. Cllrs stated how proud they were of the village and how everyone responded.

- b. With agreement this item was brought in after item 84 but before 83.
It was **proposed** by Cllr Mitchell, seconded by Cllr Stubbs and **RESOLVED** by a unanimous vote that Sarah Parish be co-opted as Councillor.
- c. The Locum Clerk provided a brief update on the current situation with the Wayleave for Holt Fen. It was noted that the Council has a dispute with the developer and feels the solicitor has come to the end of their capability and the Council needs to make progress. It may be that the PC approaches a Barrister who is an expert in Village Greens to provide advice, but would need to make sure that they are competent. The Solicitor identify the Counsel they suggest and write to the developer confirming that Little Thetford Parish Council is in dispute, that they are advising Counsel and they may be liable for costs. Members wanted it noted that they have engaged at every step and tried speak openly and fairly. Disappointing that after all the time and effort that the parish council is being worn down. They take their roles very seriously as Parish Councillors and trying to do the best for the village and trying to protect the village. Tried every opportunity to resolve. Cllr James expressed his thanks to Cllr Clark for all the time he has put in to the issue.
- d. The Locum Clerk noted that recruitment of a new Clerk is ongoing. Currently one application received but she would be checking that those received in the first round still wish to be considered for the role.
- e. It was noted that the parish council should have a plan in place for a minimum of one year but preferably 3-5 years. Little Thetford Parish Council needs to consider how they move forward and ensure that the views of the village are considered. In order to do this, the PC needs to engage with other groups in the village to find out what is the best way to seek advice from residents to what they want. The PC is aware that they need to be careful that there is not an overload of surveys on residents. Cllrs to think about ways to communicate with residents.

20/86 Public Open Spaces Matters

- a. The Locum Clerk noted the work she has undertaken for another council with respect to the potential to open playgrounds after the closure due to the pandemic. After a lengthy discussion it was proposed by Cllr James, seconded by Cllr Mitchell that with regret it was not currently feasible or safe to open the playground in Little Thetford and the situation would be reviewed in 3 weeks at the next meeting. A statement to be put on Facebook and website explaining the situation and that Cllrs understand that residents will be disappointed but Cllrs have a duty of care to the community.
- b. The Locum Clerk noted that she had attempted to contact ECDC Ecologist for advice about the Conservation Area but not really received anything. She had, therefore, approached ecology companies for quotations to help advise on the options with the Conservation Area. The three quotations received were considered by members.

After some discussion it was agreed to review the quotations at the meeting in August.

20/87 Date of Next Meeting

Date of Next Meeting 12th August 2020

Closed at 9.50pm

Signed:

Date:

Supplier	Invoice No.	Invoice Date	Cost Description	Net	VAT	Total
CAPALC	2173	01-Jul-20	Locum Services	£854.95	£ -	£ 854.95
J Skipper Gardening Services	2036	30-Jun-20	Grass Cutting	£584.00	£ -	£ 584.00
				£1,438.95	£ -	£1,438.95