

# 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 13<sup>th</sup> January 2021 by Zoom at 7:30pm

Attendees: Cllr Graham James (Chairman), Cllr Alison Kilby, Cllr Robert Clark, Cllr Carrie Chamberlain, Cllr Charlotte Mitchell, Cllr Lisa Stubbs

Libby White, Locum Clerk

1 Member of the Public

## 21/1 Chairman's Welcome

The Chairman welcomed everyone to the first meeting of 2021. Thanked everyone for the work they have put in over the festive period.

## 21/2 To receive and accept apologies for absence

Steve Lamb who is up for Co-option under item 21/7

## 21/3 Councillors' Declarations of Interest

None

## 21/4 Public and Press Participation Session (10mins)

A few items were raised by Cllrs as residents including goalposts, rusty bins, benches and damage on Holt Fen and the byway.

## 21/5 Approval of Minutes

- a. It was **proposed** by Cllr Stubbs, seconded by Cllr Chamberlain and **RESOLVED** that the minutes of 9<sup>th</sup> December 2020 be approved and signed.
- b. Work on stumps in the playground will be undertaken on Monday at 8am and he apologises for the delay.  
New telephone number in place for the office and is advertised on all social media, website and headed paper.
- c. Clerk's Report was circulated with the meeting papers – recruitment

## 21/6 To receive County Councillor & District Councillor Reports

Item 21/10e was discussed prior to this item.

Cllr Stubbs is keeping an eye on the application for the planning application for gates at Holt Fen. The application for Saunders Piece has been withdrawn but it has been noticed that some work is being undertaken. A request for visibility of the record book will be placed. Concern raised over another site.

## 21/7 Co-option of Councillor

It was **proposed** by Cllr Stubbs, seconded by Cllr Clark and **RESOLVED** by a unanimous vote that Stephen Lamb be co-opted as Councillor.

## 21/8 Planning Matters

- a. 20/01599/VAR - To vary Condition 1 (Approved drawings) of previously approved 20/00179/FUL for construction of steel framed hobby building in rear garden at Westview, 29 Main Street, Little Thetford

It was **proposed** by Cllr Chamberlain, seconded by Cllr Kilby and **RESOLVED** that this application be recommended for parish council SUPPORT.

**1 abstention**

- b. 20/01640/FUL – Accommodation/Housing for the homeless at Amberside, Stretham Station Road, Wilburton

It was **proposed** by Cllr Kilby seconded by Cllr Mitchell and **RESOLVED** by a unanimous vote that a meeting be arranged between the case officer, Cllr James and Cllr Clark to raise concerns of the parish council including flooding, lack of infrastructure, car parking/highway safety, the right of way the Parish Council has over the land and the lack of homelessness in the district and other matters.

**1 abstention**

## **21/9 Finance Matters**

- a. Bank Reconciliation presented to councillors as part of their meeting papers. Any interest for the building society will not be known until the end of month, signatories are updated and the banking books to be completed. At this point the Council can open the CCLA account, transfer money over and close the building society accounts.
- Over the Christmas period, Cllrs Chamberlain and Mitchell inspected the Finance Folder for the financial year and nothing untoward has been found.
- b. It was **proposed** by Cllr Kilby, seconded by Cllr Chamberlain and **RESOLVED** by a unanimous vote that the invoices be approved and authorised (as listed at the end of the minutes). Cllr James and Cllr Clark to authorise online payments.
- c. Cllr James noted that the provider of the initial Covid funding is asking for an update on the money spent so far. Cllr James would be compiling the report for sending off. It was reiterated that it was not so much as asking for money back but to see where money has been spent.
- d. Cllrs considered the request from Little Thetford Primary School for support in providing laptops to children during lockdown. The Locum Clerk noted that in normal circumstances parish councils have no power to provide support for 'education' through schools and has put a request in to CAPALC for some advice. It was **proposed** by Cllr Stubbs, seconded by Chamberlain and **RESOLVED** by a unanimous vote should advice from CAPALC state that the parish council can help, under the current pandemic circumstances, then support be given to the school through the Covid grant received in the sum of £1,200. However, if it is not possible, to assist the John Townsend charity to help where it can to the sum of the same amount.
- e. Cllrs considered the request from Little Acorns to help with funding towards specialised cleaning equipment, safety equipment and educational equipment which is now required during to the pandemic. It **proposed** by Cllr Stubbs, seconded by Chamberlain and **RESOLVED** by a unanimous vote that a donation of £500 be given to Little Acorns from the Covid grant received.

## **21/10 Council Administration Matters**

- a. The Locum Clerk had circulated an email from the Solicitor about the entering into the wayleave to all Cllrs prior to the meeting. Cllr Clark suggested writing to the solicitor to say happy to look at this but must ensure that the council does not breach their statutory rights, common law rights or rights as custodian of the village green. Would like our solicitor to check our position. Cllr Clark to assist the Clerk in writing a letter.
- b. The Locum Clerk proposed that 4 archive boxes be placed in storage which can be called back at any time when necessary, old minutes dating back to 1894 to be placed with County Archives when they are open for deposits. It was **proposed** by Cllr Chamberlain, seconded by Cllr Clark and **RESOLVED** by a unanimous vote that the boxes be put into storage.
- c. The Locum Clerk apologised that due to other work commitments she had not been able to get around to looking at the questionnaire. After a brief discussion it was agreed that due to the current lockdown it would not be advisable to distribute and there is some time before this needs to be sorted.

- d. The Chairman noted that he happened to be talking to the Chairman of the Social Committee about flooding and was able to discuss the issue of the car park. The Chairman of the Social Committee has spoken with his team and they are keen to move forward. An email is expected to confirm the discussion.

After brief discussion it was **proposed** by Cllr Clark, seconded by Cllr Stubbs and **RESOLVED** by a unanimous vote that should the correspondence due from the committee not be forthcoming, an email be sent to the committee confirming the verbal discussion between the two chairmen and that if there is no response within 7 days then Little Thetford Parish Council will assume the committee is happy to go ahead and the parish council will start to draw up agreements.

- e. Brought before item 21/6.

The Chairman thanked Mr Parish for the letter he sent about the recent flooding. Mr Parish confirmed that he had written it from the view of the Internal Drainage Board (IDB) and his views on what has happened. It seems that the volume of water was a major contributor to some flooding. Little Thetford Parish Council would like to have some understanding of when the relevant local authorities will be undertaking work in the village such as street cleaning and gully cleaning to ensure it is done in the right order as the authorities have different responsibilities.

Cllr Stubbs confirmed that Cambridgeshire County Council is asking for feedback on flooding in various villages.

After a lengthy discussion it was **proposed** by Cllr James, seconded by Cllr Stubbs and **RESOLVED** by unanimous vote that Cllr James compose a report to be presented to County Council and ask Mr Parish to check for accuracy before sending out. Information will be put on the website and Facebook page that the parish council is doing something about it. Add something for the newsletter.

## 21/11 Date of Next Meeting

Date of Next Meeting 10<sup>th</sup> February 2021

It was requested that the following items be on the agenda: playground consultation, risk assessments, grant policy and Conservation Area.

Meeting closed at 9:35pm.

Signed: .....

Date: .....

Supplier	Invoice No.	Invoice Date	Cost Description	Net	VAT	Total
Wave	8100159	09-Nov-20	Cemetery Water	£ 5.00	£ -	£ 5.00
Red Shoes Accounting	6053	23-Dec-20	Payroll - Sep-Dec20	£ 24.00	£4.80	£28.80
J Skipper Gardening Services	2089	30-Dec-20	Grass Cutting – Dec 20	£296.50	£ -	£296.50
CAPALC	2354	08-Jan-21	Locum Clerk – Dec 20	£ 498.75	£ -	£498.75
				<b>£ 824.25</b>	<b>£ 4.80</b>	<b>£829.05</b>