

# Little Thetford Parish Council

Chairman: Cllr C Mitchell

Clerk: Mrs Amy Jacklin, c/o Little Thetford Village Hall, The Wyches, Little Thetford CB6 3HG

07828 402 093 [parish.clerk@littlethetford.org.uk](mailto:parish.clerk@littlethetford.org.uk)



## Minutes of the Full Council Meeting held on Wednesday 9<sup>th</sup> November 2022 at 7.30pm

**Attendees:** Cllr C Mitchell, Cllr Olibhe Collins- Neat, Cllr Phil Hadley, Cllr Tracey Durham, Cllr Dan Peacock (arrived 8.10pm) and Cllr Ian Driver

**Clerk:** Amy Jacklin  
Members of the public- 2  
Start Time 7.30pm

### 22/50 Chairman Welcome

The chair welcomes everybody to the meeting.

### 22/51 To receive and accept apologies for absence.

Cllr Dan Peacock would be arriving late

### 22/52 Councillor's Declarations of Interest

Cllr Collins- Neat will not comment on 22/59-1 due to being on the feast committee

Cllr Phil Hadley will not comment on 22/59-1 due to being part of the organisation of the event

Cllr Charlotte Mitchell will not be present when 22/59-5 is discussed due to renting the land in question.

### 22/53 Public and Press Participation Session

A member of the public shared concerns of the Circus coming in the month of October. This is due to rainy weather conditions and the state the pitch could be left in, as well as it being the height of football session.

### 22/54 Approval of minutes

1. It was **proposed** by Cllr Hadley and **seconded** by Cllr Collins- Neat and **agreed** unanimously to accept the minutes from Wednesday 12th October 2022
2. The clerk shared that the new road sign on the A10 was now in place. Also, the electronic speed sign on the slip road into the village has been looked at and needs resetting. This work has been booked in for completion.
3. No comments.

### 22/55 Christmas in Little Thetford

Lisa Hadley shared developments for the Christmas in Little Thetford event that will take place on 25<sup>th</sup> November. She advised that the same model from last year will be used, as the event was so successful. Based on feedback from last year, there will be a stage present this year, with professional lighting and sound so everyone on the stage can be seen and heard. Risk assessments for the event have been completed and the residents of Watsons Lane have been informed of the event. Lisa has asked for any volunteers to come forward to Marshall the event and has advised that the police cadets will be present to help.

The feast will donate the hot chocolate for the stand which will be volunteer run. FOLTs will be doing a mini grotto with Father Christmas. A 20ft Christmas tree has been ordered from the same suppliers as last year. There will also be a screen running throughout the night thanking everybody that has contributed to make the event, totally free for all residents.

### 22/56 To receive County Councillor & District Councillor Reports.

None

### 22/57 Finance Matters

1. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Hadley and **agreed** by unanimous vote to agree the financial situation for October.
2. It was **proposed** by Cllr Driver and **seconded** by Cllr Collins-Neat and **agreed** by unanimous vote for the November's invoices to be paid shown at the bottom of the agenda.  
The clerk highlighted the invoices in red will be discussed later in the agenda for consideration and would not form part of this agenda item.

### 22/58 Planning Applications

1. **22/01170/FUL-** It was proposed by Cllr Hadley and **seconded** by Cllr Driver and agreed by unanimous vote to approve this application with no further comments.

## 22/59 Council Administration Matters

1. It was **proposed** by Cllr Driver and **seconded** by Cllr Durham and **agreed** by unanimous vote (with 2 abstentions) to agree to giving the Little Thetford feast £353.22 for the Christmas event. The money was made up of Balfour Beatty costs to connect the electricity to the tree lights and undertake a safety inspection. Also, some picket fencing to improve the appearance of the tree as well as act as an important safety measure. It was agreed that Cllr Collins- Neat could store this picket fencing after use.
2. The Play Safe inspection report was circulated as well as a quotation for works. The main issues were the mound eroding, missing information from sign at the entrance and having a second gate installed, so there are two exits. Councillors **agreed** the clerk should contact Sovereign to find out if the eroding mound is still under warranty. It was also **agreed** for the clerk to find out what pictograms are missing from the signage so the Parish Council could make up their own sign. It was **agreed** that putting in a second gate was too high of a cost for such a low risk. It was **proposed** by Cllr Hadley and **seconded** by Cllr Durham and **agreed** by unanimous vote to make our own sign up to save on costs and not install a second gate.
3. There has been an architect on site recently to measure the size of the culvert, the plan is to take up the road and put in a whole new culvert. The old culvert is too badly damaged to repair. They plan to start these works in the spring (April 23) and the work will take approx. 3-6 weeks. At this time there will be no through road on Red Fen Road.
4. It was **proposed** by Cllr Driver and **seconded** by Cllr Mitchell and **agreed** by unanimous vote to accept Balfour Beatty's quotation to fix the streetlight in the carpark.

## Cllr Peacock arrives-8.10pm

5. After a long discussion it was **agreed** for the clerk to amend the contract for the Red Fen Road land, so it clearly states the gate and repairs is the responsibility of the Parish Council, but the perimeter fence is the responsibility of the tenant. The clerk will draft this into the existing contract to discuss in December's meeting. It was **proposed** by Cllr Driver and **seconded** by Cllr Durham and **agreed** by unanimous vote to replace the gate and posts on this field for the tenant. The clerk will get quotations for a new 12ft galvanised gate with posts for approval in Decembers meeting.
6. Cllr Mitchel shared information relating to the Temporary Traffic Order on Red Fen Road. This related to a long-standing water leak which Anglian Water have now stepped into repair. This will involve a road closure between 24.1.23-26.1.23.
7. James Hobson from ECDC has asked weather ECDC can install a post on Parish Council land, to house signage relating to fly tipping on Red Fen Road. He has asked if the owner of the wood could re-instate a hedgerow to prevent future fly tipping in this area along Red Fen Road. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Collins- Neat and **agreed** by unanimous vote to allow the post to be installed along Red Fen Road. Cllr Mitchell agreed to speak to the landowner of the wood and ask if the hedgerow could be reinstated.
8. It was **proposed** by Cllr Driver and **seconded** by Cllr Mitchell and **agreed** by unanimous vote to temporarily leave the telephone box refurbishments and re-visit in 2023. It was **agreed** for the clerk to investigate potential grants for these works for the new year.
9. It was **agreed** that the clerk could partake in voluntary work for the field committee in Little Thetford.
10. Cllr Hadley shared his findings from the risk assessments carried out in October. He said most items are in good working order and all new items have been added. Cllr Hadley mentioned the new dog bin is still not present on New Close Road, it was **agreed** for the clerk to find out where it is. There is an issue with lighting along the alley at New Close Road, some trees are covering the bulb and need to be cut back. Cllr Hadley **agreed** to take on this action. Cllr Hadley recommended on the next Risk Assessments for new measurements to be taken from the bus shelter.
11. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Durham and **agreed** by unanimous vote to get a quotation from the village groundsman to replace/repair a small amount of fencing around the perimeter (right side) of the cemetery. It was also agreed NOT to go ahead with the sheep wire fencing at the bottom of the cemetery which had previously be agreed by council.
12. Cllr Collins- Neat gave an update on the pond at Holt Fen. Although it dried out in the summer Howard Jones has advised to leave the pond alone and it will eventually establish itself and become a home for various wildlife. He has advised to leave around the pond un-cut, this will help with shading the water in hotter months.
13. Cllr Collins-Neat will sow the wildflower seeds around the village that were donated to the Parish Council by ECDC (East Cambs District Council) some areas include Holt Fen and the conservation area.

**22/60 Date of next Meeting**

Wednesday 14<sup>th</sup> December 2022

Wave			Cemetery Water	£ 5.00		£ 5.00
Three	\P1176277684		Mobile Phone Charges	£ 8.33	£ 1.67	£ 10.00
Boston Seeds	525361	28-Oct-22	Winter grass seed	£ 100.00		£ 100.99
Red Shoes	9597	24/10/2022	Pension scheme set up	£ 120.00	24	£ 144.00
Amy Jacklin	09-Oct	03-Nov-22	Clerk Expenses Sep/Oct	£ 68.20		£ 68.20
John Skipper	2278	31-Oct-22	Village Maintenance	£ 1,004.00		£ 1,004.00
Feast Committee		27-Oct-22	Christmas Event	£ 353.22		£ 353.22
Amy Jacklin	2211	18-Nov-22	Clerk Salary	£ 607.86		<u>£ 607.86</u>

End meeting 9.12pm.

Signed.....

Dated.....