

Minutes of the meeting of Wimblington Parish Council held on Tuesday 20th October 2020 by 'zoom' video conference call, at 7.00 pm.

Present M T Davis (Chairman), Mrs P Amos (Clerk), Cllr. P Clark; Cllr. Dent; Cllr. J Clarke; Cllr Hennen; Cllr. Howell;
Cllr J Gowing, CCC; Mrs Pat Hart;

Number	Title		Action
0173/20	Apologies for Absence	Cllr Wright; Cllr Rose; Cllr Harding;	
0174/20	Absentees		
0175/20	Chairs Additional items	Chairman reported that as there will not be a Church service in our village this year for Remembrance Sunday, our wreath will be laid at the War Memorial in the Churchyard by the village British Legion representative, to keep numbers down to the 'rule of six' as per Government requirements due to COVID-19. Anyone wishing to show their respects are invited to stand at their front door for 2 mins silence at 11.00.	
0176/20	Declarations of interest	i)declaration: ii)written dispensation requests: There were none iii)dispensation grants: There are none	
0177/20	Public Participation	None.	
0178/20	Confirmation of minutes	RESOLVED – that the minutes of meeting held on 15 th September 2020 were correctly recorded and that they be signed as being a true record. Proposed: Cllr. P Clark; Seconded: Cllr. Hennen. All in favour.	
0179/20	Fenland District Council	Cllr Davis reported that there have been very few meetings so nothing relevant to report.	
0180/20	Cambridgeshire County Council	a) Cllr. Gowing: CCC. Sent a written report which reported that 'Coronavirus cases are increasing significantly, nationally and locally. Even though we are still relatively low in Cambridgeshire the increases are substantial. The return to school has by and large been effectual and university impact to date, quite low level. However, this could change overnight. CCC continue to receive significant amounts of government guidance since the start of term. Coronavirus (COVID-19) catch-up premium allocations mean that our schools will receive around £9.8m in extra funding. Chairs, members, officers and committees continue to work together to lessen any potential threat. CCC is getting ready to run a pilot to stimulate the home care market by encouraging new micro-enterprises into the market, and to facilitate much more locally run, flexible services, building on the work of the successful Neighbourhood Cares projects; Cambridgeshire's work to respond to the climate change emergency has been recognised after it was highly commended for a prestigious national award.' In March some parcels of land, previously owned by CCC, which have planning permission are to be sold on rather than developed by the company who originally bought them.	
0181/20	Other Matters	a) Web site: Cllrs Davis; Clarke; Hennen have held 2 zoom meeting to discuss and request improvements to the new site which is being constructed. At a previous Full Council meeting it was agreed that work to the value of up to £1000.00 could be ordered, Cllr Davis asked whether Councillor would increase this figure if it was felt necessary? After discussion resolved to approve up to £1500.00 if needed. Proposed: Cllr P Clark Seconded: Cllr Dent. Unanimous b) Staff hours: the matter of the handyman's hours has for some time been a matter of concern as he is constantly working more than the 4 hours a week allotted. After discussion resolved to increase the hours to 6 hours to be reviewed. Proposed: Cllr Davis Seconded: Cllr. Howell c) Wildlife Trust membership. Further to the bio-diversity investigations Cllr Wright asked whether the Parish Council would be interested in joining the Wildlife Trust as members. Cost would be £3.50 per month - £42.00 pa. After discussion resolved not to join. Proposed: Cllr Davis Seconded: Cllr Dent d) Defibrillator: clerk and chair had spoken to the owner of the Camping and caravan site at the Bridge Lane end of March Rd., with a view to siting the next defibrillator at his premises. He is very happy to supply the electricity and has a cable already in place at the front of his property, to which we could connect a new Model CR2usb defibrillator + Polycarbonate Cabinet. A quote had been received of £1500.00 net incl. carriage, for both. Clerk has asked for a quote to fit and connect to electricity supply. Chairman asked members to consider purchasing 2 defibrillators the second to be sited somewhere on Eastwood End. After	

discussion resolved to purchase 2. Site to be sought for Eastwood End. Proposed: Cllr Davis; Seconded: Cllr Dent. All in favour.

0182/20	Payments	<p>a) The members to consider the following: accounts for payment:</p> <table border="1"> <thead> <tr> <th>Payments</th> <th></th> <th>NET</th> <th>VAT</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Staff salaries Oct</td> <td>*Including pension, tax & NI</td> <td></td> <td></td> <td>1991.84</td> </tr> <tr> <td>Zoom</td> <td>Sep- Oct Video conf facility</td> <td>11.99</td> <td>2.40</td> <td>14.39</td> </tr> <tr> <td>Hallmaster</td> <td>Hall booking facility</td> <td>137.00</td> <td>27.40</td> <td>164.40</td> </tr> <tr> <td>Ridgeons</td> <td>Post mix -WMPF; wood - hall</td> <td>39.25</td> <td>7.85</td> <td>47.10</td> </tr> <tr> <td>BT</td> <td>Hall phone & b'band Sept-Nov</td> <td>100.53</td> <td>20.11</td> <td>120.64</td> </tr> <tr> <td>BBC Fire & Security</td> <td>New internal fire door at hall</td> <td>1392.00</td> <td>278.40</td> <td>1670.40</td> </tr> <tr> <td>Swift Fire Ltd</td> <td>Connect above to fire alarm</td> <td>361.04</td> <td>72.21</td> <td>433.25</td> </tr> <tr> <td>Southern electric</td> <td>Pavilion electricity July-Sept</td> <td>66.30</td> <td>3.31</td> <td>69.61</td> </tr> <tr> <td>FDC</td> <td>Church waste bin July-Sept</td> <td></td> <td></td> <td>125.42</td> </tr> <tr> <td>FDC</td> <td>Hall waste bin July-Sept</td> <td></td> <td></td> <td>125.42</td> </tr> <tr> <td>CGM</td> <td>Grass cutting April (amended)</td> <td>485.71</td> <td>97.14</td> <td>582.85</td> </tr> <tr> <td>Fox Plumbing svces.</td> <td>Extras to toilet refurb work</td> <td>600.00</td> <td>120.00</td> <td>720.00</td> </tr> <tr> <td>Rialtas</td> <td>Accounts Software licence</td> <td>124.00</td> <td>24.80</td> <td>148.80</td> </tr> <tr> <td>Wave</td> <td>Pavilion water</td> <td></td> <td></td> <td>5.68</td> </tr> <tr> <td>FDC</td> <td>Dog bin at Workhouse Drove</td> <td>166.40</td> <td>33.28</td> <td>199.68</td> </tr> <tr> <td>CGM</td> <td>Grass cutting September</td> <td>479.01</td> <td>95.80</td> <td>574.81</td> </tr> <tr> <td>Wrights Tools</td> <td>Cable ties WMPF path prep</td> <td>8.88</td> <td>1.78</td> <td>10.66</td> </tr> <tr> <td>Hygienik systems</td> <td>Wall board hall toilets</td> <td>45.20</td> <td>9.04</td> <td>54.24</td> </tr> <tr> <td>DKO Wheatley</td> <td>Pollard willow at WMPF</td> <td>765.00</td> <td>153.00</td> <td>918.00</td> </tr> <tr> <td>EDF energy</td> <td>Pavilion electricity</td> <td>18.33</td> <td>6.37</td> <td>22.00</td> </tr> <tr> <td>Fox plumbing</td> <td>Pipework in hall</td> <td>315.00</td> <td>63.00</td> <td>378.00</td> </tr> <tr> <td>Npower</td> <td>Final npower street lights bill</td> <td>137.82</td> <td>6.89</td> <td>144.71</td> </tr> <tr> <td>Wrights tools</td> <td>Hall padlock; bolts for WMPF</td> <td>14.31</td> <td>2.86</td> <td>17.17</td> </tr> <tr> <td>Zoom</td> <td>Oct – Nov Video conf facility</td> <td>11.99</td> <td>2.40</td> <td>14.39</td> </tr> <tr> <td>Swift Fire&Safety</td> <td>outside emergency exit light</td> <td>55.00</td> <td>11.00</td> <td>66.00</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="5">Invoices paid by Barclaycard</th> </tr> </thead> <tbody> <tr> <td>Giff gaff</td> <td>CCTV remote access</td> <td></td> <td></td> <td>12.00</td> </tr> <tr> <td>Yola</td> <td>Web site hosting</td> <td></td> <td></td> <td>18.95</td> </tr> <tr> <td>Yola</td> <td>Web site annual subscription</td> <td></td> <td></td> <td>45.45</td> </tr> <tr> <td>Amazon</td> <td>Wall mount Cigarette ashtray</td> <td></td> <td></td> <td>20.00</td> </tr> <tr> <td>Amazon</td> <td>Blue roll for hall</td> <td></td> <td></td> <td>9.95</td> </tr> <tr> <td>Amazon</td> <td>Thermometer for hall</td> <td>20.82</td> <td>3.74</td> <td>24.99</td> </tr> </tbody> </table> <p>*See appendix a for salary breakdown # - reduced fee as one issue not printed this year due to Covid19. = Previously approved by Chairman or at previous meeting</p> <p>All payments to be made - Proposed: Cllr. Dent; Seconded: Cllr. Harding. all in favour.</p> <p>b) Finance report. Clerk had e-mailed reports to Cllrs. on 19.10.2020 As at 1.10.2020 there are reserves of £171,320.00 over 3 bank accounts. As documents are with the internal auditor a breakdown is not available at this time. To date income this financial year is shown as £135.758.00, with expenditure of £73.932.00.</p>	Payments		NET	VAT	£	Staff salaries Oct	*Including pension, tax & NI			1991.84	Zoom	Sep- Oct Video conf facility	11.99	2.40	14.39	Hallmaster	Hall booking facility	137.00	27.40	164.40	Ridgeons	Post mix -WMPF; wood - hall	39.25	7.85	47.10	BT	Hall phone & b'band Sept-Nov	100.53	20.11	120.64	BBC Fire & Security	New internal fire door at hall	1392.00	278.40	1670.40	Swift Fire Ltd	Connect above to fire alarm	361.04	72.21	433.25	Southern electric	Pavilion electricity July-Sept	66.30	3.31	69.61	FDC	Church waste bin July-Sept			125.42	FDC	Hall waste bin July-Sept			125.42	CGM	Grass cutting April (amended)	485.71	97.14	582.85	Fox Plumbing svces.	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0183/20	Risk Management and Health & Safety	<p>a) To review policies/procedures. b) Financial Regs. Addition. Clerk had received notification from Barclaycard regarding limit of cash withdrawal, leading her to ask to add 'Under no circumstances is cash to be withdrawn against any corporate credit card.' to the current Financial Regulations. Cash is never withdrawn against the Company credit card, however clerk felt this should be included in the Financial Regulations. After discussion resolved to add amendment. Proposed: Cllr Davis; Seconded: Cllr J Clarke</p>	PA																																																																																																																																																																					

0184/20	Planning	<p>Planning: The clerk reported that no applications had been received.</p> <p>b) Neighbourhood plan. Further to minute 0164/20c: Councillors had been asked at the last meeting to research Neighbourhood planning. After discussion resolved to make initial enquiries. Cllr Bowell is happy to lead. Cllr Davis suggested that we advertise this via Wimblington News, our web site and our facebook page. Cllr Bowell suggested posters at the shop; noticeboards and possible the school. Cllr Bowell to create a poster/piece. If there is no interest there is no point in continuing. Funding can then be sought. Cllr Davis will send contact for other villages which already have a Neighbourhood plan.</p> <p>Chairman reported that a FDC had re-opened the submission of land for development under the new local plan. Several more applications were put forward for Wimblington. Planning group had formulated replies, which had been forwarded to all Councillors on 19.10.2020 for consideration. After discussion resolved to return form D to FDC as completed by planning group. Proposed: Cllr Davis; Seconded: Cllr Hennen.</p>	
0185/20	Highway matters/Street lighting/Transport	<p>a) Street lights reported: Clerk reported that the street light outside Chapel Cottage plants on Hook Rd. has now been replaced and a new switch has been ordered from UK power networks, by our contractors, for the light on the corner of Hook Rd/Eastwood End. Lyon Walk street light had been reported to Cllr Bowell. This is an ongoing problem; Clerk had met with UK power networks on site earlier in the year when a fault was found underground. This had been repaired and it was at that point it was discovered that our light had been disconnected. Clerk had chased Clarion housing as their contractor had disconnected our light, to connect their new light in North Witchford Lodge car park. Clerk to continue to chase Clarion Housing. Clerk reported that she and the Chairman have re-numbered over half of the village lights up to number 67 of 93. Those remaining will be done when possible.</p> <p>b) Footpaths and highways issues: Part of Addison Rd footpath is to be re-surfaced as is part of March Rd footpath. Dragon patcher is due to replace parts of our roads, but this has been delayed due to the weather and lots of mud on Blue Lane. Clerk had been asked by a resident who asked to have mud on Doddington Rd cleared? Cllr Davis will ask highways to address. Clerk to e-mail.</p> <p>c) 30mph roundels. Cllr Gowing had asked CCC again. Clerk had been asked again by a Doddington Rd. resident for some form of traffic calming. Cllr Gowing believes that the law may have changed and they are not now permitted. He will however ask again.</p> <p>d) Hook speed limit. Clerk, Chairman, Cllr Wright & Cllr Hennen had held a zoom meeting to discuss next steps in collecting evidence/information to support a 2022/23 LHI bid to reduce the speed limit along part of Hook Rd. Cllr Wright to approach Police and British Horse Society; Cllr Hennen to approach one or two residents for personal statements. Also, he will contact Cllr Dupre who has successfully had a speed limit reduce in her area. This is an ongoing project; clerk will report at any significant milestones.</p> <p>Clerk reported that further to minute number 0165/20c a dog waste bin had been purchased and fitted at the top of Workhouse Drove on 19/20th September</p>	PA JG
0186/20	War Memorial playing field	<p>a) WMPF – Cllr Dent reported that all seems to be as normal. Today she had found that the small rocker needs to be removed – we are awaiting its repair which is already booked. Clerk to put notice on it if handyman cannot remove</p> <p>b) footway/play eqpt repairs. Handyman has had to prepare ‘tray’ for the new path, although the agreement was for us to arrange lifting the old paving slabs, it seems that FLP then thought we would prepare the grounds. To expediate the job quickly handyman has completed as agreed with the chairman at an project cost of £200.00. New footpath and small rocker repair were to be completed 7/8th October. Play eqpt</p> <p>c) drainage: Clerk met with CCC & Clarion Housing representative on 7th Oct. Clarion are looking into their legal responsibility, clerk has asked for 2 quotes to replace the faulty drain and Clarion have been asked to supply one. Clerk has chased Clarion for response.</p> <p>d) Biodiversity plans for Wimblington: further to an e-mail received from Cambs. County Council Bio-diversity team, asking Council to consider changing verge cutting habits to only cut verges twice a year, and minute number 0165/20. At the last meeting it was felt that a reduction in verge cutting would not be possible and that residents would not like uncut verges. Further to this clerk had arranged a meeting with grass cutting contractors at the WMPF to discuss making a 1-meter wide strip of the playing field a bio-diverse habitat by sowing wild flower seed and planting bulbs also changing the grass cutting arrangement for this strip of land only. Cllrs Davis; Dent and Wright also attended the meeting. The quote has been received and forwarded to Cllrs on 1.10.2020, quoting £240.00 to rotovate and plant the seed, then £200.00 pa to cut and collect after July each year. After discussion resolved to go forward with this project. Proposed: Cllr Dent Seconded: Cllr Hennen. Clerk to arrange</p>	PA PA PA

Appendix a*

Payments	October 2020	NET	VAT	£
Booking clerk	Hall steward duties			104.60
Cleaner	Hall cleaning			218.00
Clerk	Clerk duties incl. home wkg all.			784.10
Handyman	Handyman duties + project			192.00
				200.00
Inland revenue	Staff tax & NI			231.64
LGSS	Clerks pension			261.50
Total				1991.84