

CHRISTCHURCH PARISH COUNCIL

Parrock View, 358 High Road, Newton-in-the-Isle, PE13 5HS

Tel: 01945 870083 Mobile: 07932 191050 E-mail: clerk@christchurchparishcouncil.org.uk

Clerk: Dave Gibbs

To Members of the Public and Press

7 February 2024

You are invited to attend a meeting of Christchurch Parish Council
to be held in Christchurch Community Centre
for the purpose of transacting the following business.

On Monday 12 February 2024 at 7.30pm

**Members of the public and press are invited to address the Council
at its Public Time from 7.35pm to 7.50pm**

Yours truly



(Clerk/Proper Officer)

AGENDA

**Members are reminded that they need to declare any personal or prejudicial interest
and reason before an item discussed at this meeting, under the
Model Code of Conduct Order 2001 No 3576**

128/23-24 Apologies for Absence

129/23-24 Chairman's Announcements

To receive such announcements as the Chairman may wish to make to the Council

130/23-24 Public Time

To receive representations from members of the public regarding issues pertinent to the Council

131/23-24 Confirmation of Minutes

To approve and sign the minutes of the meeting held on 8 January 2024

132/23-24 Matters Outstanding

- a) Pavement outside Field Lodge, Upwell Road
- b) Affordable housing proposal
- c) Household items outside property in Upwell Road
- d) Wayside Estate pedestrian safety
- e) Parishioner engagement and communications
- f) Santa run
- g) Bowls Club donation
- h) Outdoor gym and play equipment inspections
- i) Annual Parish Meeting planning

133/23-24 Police Report

To receive a report on policing matters in the area over the last month

134/23-24 County & District Councillors Reports

To receive reports from Cllrs Count, French, Roy and Summers

135/23-24 Clerk's Report

To receive a report on meetings attended and correspondence received

136/23-24 Members and Residents Issues

To consider any matters raised by Members of the Council and local residents

- a) Accidents on Sixteen Foot Bank
- b) Local bus service

137/23-24 Recreation Ground Extension

To receive a report on progress since the last meeting

138/23-24 Finance

To consider and resolve on the following matters:

- a) To receive an updated financial statement for the period to the end of January
- b) To receive a report on matters relating to the Barclays Bank accounts
- c) To approve the following payments:

- Clerk salary and home office allowance£ 467.13
 - Fenland Leisure Products Ltd (outdoor gym installation).....£ 5,589.48

- d) To approve a transfer of £20,000 from the Barclays Bank account to the NatWest Bank account

139/23-24 Matters for Next Meeting

To discuss future agenda items from Councillors

140/23-24 Date of Next Meeting

To confirm the date of the next meeting of the Council as Monday 11 March

CHRISTCHURCH PARISH COUNCIL

Minutes of a Meeting of Christchurch Parish Council held in the Community Centre on Monday 8 January 2024 at 7.30pm

Present: Cllrs J Hughes (Chairman), R Feeney, J Hayes, S Potter, A Sparrow, Cllr S Count (CCC), Cllr D Roy (FDC), D Gibbs (Clerk), one parishioner

113/23-24 Apologies for Absence

Cllr J Bliss, Cllr J French (CCC), Cllr M Summers (FDC)

114/23-24 Chairman's Announcements

The Chairman paid tribute to former councillor Peter Owen who passed away in December. Members observed a minute's silence in his memory.

115/23-24 Public Time

A group of residents hopes to revive Christchurch Street Pride and will meet immediately before the February meeting of the Parish Council to ascertain the level of interest.

Cllr Sparrow mentioned that a resident of Upwell Road had reported flooding in her garden. The Clerk will investigate this.

Cllr Feeney noted that the new Facebook page is already attracting interest, even though it hasn't been advertised yet.

116/23-24 Confirmation of Minutes

The minutes of the meeting held on 11 December were correctly recorded and signed as being a true record.

117/23-24 Matters Outstanding

- a) Pavement outside Field Lodge, Upwell Road - The contracts have been signed and the work will commence soon.
- b) Affordable housing proposal - The residents' survey was distributed in December. Members noted an unfortunate typographical error in the wording of one of the questions.
- c) Household items outside property in Upwell Road - Some of the rubbish has been removed. There has been no feedback from Clarion Housing Group.
- d) Wayside Estate pedestrian safety - The Clerk has been unable to arrange a meeting with the Local Highways Officer to discuss possible solutions.
- e) Parishioner engagement - Cllr Sparrow reported that only 13 surveys were returned. He circulated a summary of the responses to be discussed at the next meeting.
- f) Santa Run - Members agreed that the event had been successful and thanked Cllr Hayes for arranging it. She reported that she had been unable to contact the organiser regarding the Council's share of the proceeds of the collection. The Clerk agreed to pursue this.
- g) Bowls Club donation - Members discussed possible uses for the funds, including improvements to the bus shelter area. To be agreed at the next meeting.
- h) Play equipment inspections - Cllr Sparrow will complete the checklist once the final items of gym equipment have been installed.

118/23-24 Police Report

The Clerk reported that no meetings had taken place. There have been several reports of hare coursing in the area.

119/23-24 County & District Councillors Reports

County Council - Cllr Count apologised for being unable to attend meetings on a regular basis but reminded members that he is always available to assist if required. He reiterated his support for the latest Local Highway Improvement application at the junction of Upwell Road and the Sixteen Foot Bank and expressed his concerns regarding recent maintenance of the Sixteen Foot Bank.

The County Council has compiled a list of roads with defects caused by ground conditions, but the total cost of repairing these roads has been estimated to be in excess of £300 million. The Council is seeking additional funding from the Government to address this issue, but this may not be forthcoming. A report to the next Highways and Transport Committee meeting will consider options, including the prioritisation of repairs. It has been suggested that schemes should be prioritised by traffic levels, however Cllr Count has highlighted the need for a risk assessment to be included, especially on roads such as the Sixteen Foot Bank, where surface conditions have been a factor in recent fatalities

The consultation on the County Council's budget plans is now open. An increase of 5% in their precept is anticipated. The Combined Authority's precept will treble from £12 to £36, mainly to provide continued subsidies for underused bus services. Cllr Count is seeking to widen the catchment of the bus network to include villages such as Christchurch. The proposed budget includes provision for the reintroduction of weed killing and the highway maintenance budget will increase.

Cllr Sparrow mentioned that a highways contractor had recently carried out a programme of overnight works to cut drainage grips in verges throughout the village using an air spade, causing disturbance to residents and leaving soil on the roads. Within weeks, the grips had filled with debris and were no longer functioning effectively. Cllr Count will discuss this with highways officers.

District Council - Cllr Roy thanked Cllr Count for his support in dealing with recent flooding issues. He stressed the need to look at previous flooding issues to anticipate where problems may arise in the future. The District Council's budget consultation is now open. Cllr Roy is monitoring the situation regarding the caravan behind Syringa House as the deadline for removal approaches.

120/23-24 Clerk's Report

The Clerk reported on correspondence received, including the County Council's budget briefing for Parish Councils, a traffic order for a closure of the Sixteen Foot Bank north of Cotton's Corner Bridge, the District Council's Pride in Fenland awards nominations, and Keep Britain Tidy's Buy Nothing New month.

121/23-24 Members and Residents Issues

- a) Churchyard flooding - the contractor developing the adjacent site installed pumps to drain the site but the water found its way into the churchyard. The Church Warden contacted the District Council and the contractor and the matter was resolved.
- b) Outdoor gym equipment installation - the items have been installed to the rear of properties in Wayside Estate, whereas the intention was to place them closer to the children's play equipment. Members agreed to relocate the items.
- c) Annual Parish Meeting planning - the meeting is scheduled for 23 April. Members considered potential speakers, including a local archaeologist who worked on the excavation of Stonea Camp, the Local Energy Advice Programme, foodbanks, Cambridgeshire Fire & Rescue Service. Further suggestions are invited.

- d) Christchurch Street Pride - it is hoped that the Street Pride group can be reinstated. Some equipment may be stored in the container outside the Community Centre. The details of the bank account are still being investigated.
- e) Manea Fire Station closure - Cllr Sparrow spoke to Steve Barclay MP regarding the closure and he asked for a letter of support to be submitted to assist him in his discussions with Cambridgeshire Fire & Rescue Service.

122/23-24 Recreation Ground Extension

Cllr Hughes reported that the inclement weather has prevented much progress on the site. There is more hedging to be planted. Quotes are being obtained for other elements of the project.

123/23-24 Highways

Members approved the addition of solid white lines and enhanced signage at the junction of Upwell Road and Sixteen Foot Bank as the Council's Local Highways Improvement application for 2024/25. They agreed a contribution of £1,000 towards the project. Cllr Hughes noted that the scheme has the full support of the two County Councillors.

124/23-24 Finance

a) The management accounts as at 31.12.23 showed income of £26,048.80 and expenditure of £14,140.17, resulting in a surplus of £11,908.63 and total funds held of £53,226.89.

b) The Clerk reported that he is still trying to resolve issues with the Barclays Bank accounts and that the balances held by the Christchurch Recreation Ground Charity have been transferred into the Council's account by the bank.

c) Members approved the following accounts for payment:

Clerk salary and home office allowance	£ 467.13
Fenland Leisure Products Ltd (bench installation).....	£ 2,814.00

d) Members approved the following payments from the Barclays Bank account on behalf of the Christchurch Recreation Ground Charity:

Boyd Sport & Play Ltd.....	£ 5,868.00
Christchurch Recreation Ground Charity	£ 18,258.31

e) Members considered and approved the draft budget for 2024/25. They resolved to maintain the precept at the current level of £18,500.

Members discussed ways to communicate their plans to residents and wider issues relating to parishioner engagement. A number of possible solutions were tabled, including Councillor surgeries at coffee mornings and similar events, and a suggestions box in the Community Centre. A working group comprising Cllrs Feeney, Hayes and Sparrow will consider these and other options.

125/23-24 Policies and Procedures

Members considered the following policies and procedures and resolve to readopt them:

- a) Data Protection Policy
- b) Publication Scheme
- c) Code of Conduct

126/23-24 Matters for Next Meeting

Further analysis of the survey results, the Annual Parish Meeting, communications.

127/23-24 Date of Next Meeting

The date of the next Meeting of the Parish Council will be Monday 12 February.

Agenda Item No.	135/23-24	Christchurch Parish Council
Meeting Date	12 February 2024	
Report Title	Clerk's Report	

1. Purpose of Report

To report on meetings attended and correspondence received.

2. Report

Meetings attended:

Wisbech Neighbourhood Police - 9 February

Correspondence received:

Cambridgeshire County Council

20mph funding applications
Flood Resilience Day - Wisbech
Roadworks and events bulletins
#BeWinterWise toolkit
Cambridgeshire Matters newsletter

Fenland District Council

Free wellbeing kickboxing sessions
Community Safety Team visits
Fly-tipping fines for residents
The Fenlander newsletter

CAPALC - Procurement threshold changes, Training courses, Monthly bulletin, Public health campaign - measles

NALC - Events update, Newsletter, Chief Executive's bulletin

Norfolk County Council - Minerals and Waste Local Plan submission

King's Lynn and West Norfolk Council - Gypsy and Traveller Potential Sites and Policy Consultation

Cambridgeshire Community Services NHS Trust - Cambridgeshire Peterborough Children's Health platform for families

Cambridgeshire Fire and Rescue Service - Older Driver workshops

Queen Elizabeth Hospital - Modernising our hospital newsletter

Cambridgeshire ACRE - Village Halls Week 2024, Water Care newsletter, training for starting or growing a social venture, Centenary Community Buildings Conference, Staying in Touch newsletter

3. Recommendations

Members note the report.

Report Author	Dave Gibbs
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Christchurch Parish Council - Receipts & Payments Summary as at 31.1.24

Income	Year to Date	Budget	%
FDC Precept	£ 18,500.00	£ 18,500.00	100.00
FDC Concurrent Functions Grant	£ 2,567.00	£ 2,567.00	100.00
Allotment Rents	£ -	£ -	0.00
Allotment Rates	£ -	£ -	0.00
Community Centre	£ -	£ -	0.00
Grants	£ -	£ -	0.00
Donations	£ 4,856.21	£ -	#####
Recycling Credits	£ -	£ -	0.00
Bank Interest	£ 125.59	£ 20.00	627.95
VAT Refunds	£ -	£ 1,700.00	0.00
Miscellaneous	£ 375.00	£ -	#####
Total Income	£ 26,423.80	£ 22,787.00	115.96

Expenditure

Clerk's Salary	£ 4,671.30	£ 5,350.00	87.31
Fees	£ 175.00	£ 400.00	43.75
Subscriptions	£ 423.00	£ 500.00	84.60
Admin Expenses	£ 350.48	£ 700.00	50.07
Insurance	£ 1,280.64	£ 700.00	182.95
Drainage Rates	£ 92.57	£ 85.00	108.89
Recreation Ground	£ 4,454.11	£ 11,800.00	37.75
Churchyard	£ 245.00	£ 745.00	32.89
Community Centre	£ -	£ 2,000.00	0.00
Street Lights	£ 2,465.56	£ 3,500.00	70.44
Section 137 Payments	£ 1,582.50	£ 1,000.00	158.25
Highways	£ -	£ 2,000.00	0.00
Recoverable VAT	£ 1,416.14	£ -	#####
Tree Works	£ -	£ 1,000.00	0.00
Miscellaneous	£ 265.00	£ -	#####
Total Expenditure	£ 17,421.30	£ 29,780.00	58.50

Summary

Total Income	£ 26,423.80
LESS Total Expenditure	£ 17,421.30
Net Surplus or Deficit	£ 9,002.50

Balance Sheet

Balance B/fwd	£ 41,318.26
Surplus or Deficit	£ 9,002.50
Balance C/fwd	£ 50,320.76

Represented by

Barclays Community Account	£ 44,250.86
Barclays Business Premium Account	£ -
NatWest Current Account	£ 6,069.90
Cash / Cheques	£ -
	£ 50,320.76