

# CHRISTCHURCH PARISH COUNCIL

## Minutes of a Meeting of Christchurch Parish Council held in the Community Centre on Monday 12 December 2022 at 7.30pm

**Present:** Cllrs J Hughes (Chairman), J Bliss, P Owen, A Sparrow, Cllr W Sutton (FDC), D Gibbs (Clerk), A Nason, S Potter, M Sadler (Parishioners)

### **102/22-23 Apologies for Absence**

Cllrs S Aldridge, R Gladwin, K Miller

### **103/22-23 Declarations of Interest**

None

### **104/22-23 Chairman's Announcements**

None

### **105/22-23 Public Time**

Mr Sadler advised the Council that trees in the Recreation Ground were overhanging his garden, causing shading and dropping leaves and seeds. The Chairman confirmed that the Council will investigate this.

### **106/22-23 Confirmation of Minutes**

Minutes of the meeting held on 14 November 2022 were correctly recorded and signed as being a true record.

### **107/22-23 Matters Outstanding**

- a) Bus shelter improvement project - No progress.
- b) Pavement outside Field Lodge, Upwell Road - The contractor will be appointed shortly.
- c) Affordable housing proposal - Accent Housing will sponsor the housing needs survey alongside a survey they are conducting in Doddington.
- d) Padgetts Road repairs - Cllr Sutton has spoken to a senior highways officer and is awaiting feedback.
- e) Skate park repairs - Cllr Sparrow has provided details of an alternative contractor.
- f) Household items outside property in Upwell Road - the Clerk will investigate.

### **108/22-23 Police Report**

The Clerk reported that no meetings have taken place.

### **109/22-23 County & District Councillors Reports**

Cllr Sutton reported that one of the new marker posts on the Sixteen Foot Bank had been hit by a car, but the car remained on the road. The Upwell Consolidated Charities Dole Distribution took place on 2 December. This traditional event makes a real difference to many residents. John Sparrow will retire as a Trustee of the charity in May and Andrew Sparrow has been nominated to take his place. Members resolved to support this nomination.

### **110/22-23 Clerk's Report**

The Clerk reported on meetings attended and correspondence received, including a District Council planning training session on housing, a public consultation on the Recreation Ground extension, a District Council cost of living support event, the closure of the Sixteen Foot Bank from 16-27 January for resurfacing, a forthcoming planning training session on surface water, a Golden Age Fair at the Rosmini Centre and the Fens Reservoir public consultation.

### **111/22-23 Members and Residents Issues**

- a) Request for support for proposed works at the Church - The Clerk advised members that the Parochial Church Council was seeking funding to carry out necessary improvements to the drainage in the churchyard and the ceiling within the church. A letter of support from the Parish Council was requested to be submitted with funding applications. Members agreed to provide a letter.
- b) Lorries in the village - Cllr Owen reported more heavy goods vehicles in the village. If the problem continues after the sugar beet harvest, the Clerk will contact the hauliers.

### **112/22-23 Recreation Ground Extension**

A public consultation meeting took place on 19 November in the Community Centre, to seek feedback and suggestions and to bring together a group of residents to oversee the implementation of the works. A number of residents attended and have volunteered to form a steering group to guide the project. Another meeting will be arranged shortly. Cllr Sparrow expressed concern about the feasibility and costings for the project, including future ongoing maintenance costs. It is hoped that this will become clearer as the plan evolves.

### **113/22-23 Finance**

- a) The management accounts as at 30.11.22 showed income of £18,574.73 and expenditure of £15,714.64, resulting in a surplus of £2,860.09 and total funds held of £43,416.36.
- b) Members approved the following accounts for payment:

Clerk salary and home office allowance .....	£ 1,003.51
HMRC (national insurance).....	£ 33.88
- c) Members considered a grant application from Allsorts Community CIC for children's activities. They resolved to award a grant of £390.00, representing the discounted cost of hiring the Community Centre for the first year. The grant will be paid directly to the Community Centre charity.
- d) Members considered potential projects for submission to the Local Highway Improvements scheme for 2023-24 and resolved to submit an application for a traffic island to be placed in Church Road at the junction with Padgetts Road. The Council's initial contribution to the scheme will be £2,000.
- e) Members discussed potential projects for inclusion in the budget for the 2023/24 financial year. The Recreation Ground extension, outdoor gym equipment and trees were suggested, as well as cleaning of the war memorial and a barrier for the dyke in Upwell Road.
- f) Members noted that PKF Littlejohn LLP had been reappointed as External Auditor for the five years ending 2026-7.

### **114/22-23 Policies and Procedures**

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

- a) Complaints Procedure
- b) Grievance Policy
- c) Disciplinary Policy

**115/22-23 Communications**

Members agreed to defer discussion of the report compiled by Mr Brookes and resolved to consider the matter further when he is able to attend a meeting. A feedback form on the Council's website was suggested, with the possibility of a survey or questionnaire.

**116/22-23 Matters for Next Meeting**

Budget setting.

**117/22-23 Date of Next Meeting**

The date of the next Meeting of the Parish Council will be Monday 9 January 2023.