

CHRISTCHURCH PARISH COUNCIL

Minutes of the Meeting of the Christchurch Parish Council on Monday 9th November 2015 in the Sports Pavilion, Christchurch

- Present:** Cllrs; N Russell (Chair), J Bliss, R Gladwin, J Hughes, J Harper, P Owen, W Sutton (FDC), F Yeulett (CCC), and J Richardson (Clerk) and six members of the public
- 124/15-16 Apologies for Absence:** Cllrs W Beswick, M Tanfield (FDC), and W Yates
- 125/15-16 Declarations of Interest:**
None declared
- 126/15-16 Public Time:** Representatives of Christchurch Recreation Ground Committee have had advice and identified items that need to be sorted out. Alan Turner (Cambridge Voluntary Services) has advised that there is a need to discuss governance arrangements, as the governing document is not acceptable for applications for funding and is not fit for purpose, and also the committee need to be clear on certain items. The Committee feel they have a need to have independence to talk to users and have an independent bank account. Discussion took place regarding issues. Cllr Roger Gladwin entered the meeting.
A discussion on the Christchurch Horse Show from ten years ago took place. Cllr Russell and Cllr Bliss have these funds and this is totally separate from the Parish Council and Recreation Ground Charity
Cllr Sutton advised that it would be appropriate for someone to phone Wren regarding funding and it may be better if the Parish Council applies for this funding.
Ruth Ingram agreed to ring Wren and Cambs Acre for further advice. Cllr Gladwin asked if a joint meeting with Cambs Acre, the Parish Council and the Recreation Ground Committee can be held.
Questions were asked regarding the trustees of the Recreation Ground Charity and how this was set up.
People were very impressed with the building of the new village hall.
A member of the public wrote regarding LHI Bid 2016/17 re Crown Avenue and was disappointed that there is nothing happening with this. Cllr Russell advised that this has been pointed out to Highways and they advised it is on their list to do.
The Post Office Hours are due to be reduced and it was asked if the Council are going to make any comments.
Cllr Russell Proposed, and it was **AGREED**, that a letter be written re the Post Office Consultation. This will include the fact that the times are now irregular, there is no Friday service, and where the Post Office van parks there is nowhere to sit. It was asked if it would it be possible to provide a shelter. A suggestion was made that maybe the current bus shelter could be removed or resited.
- 127/15-16 Confirmation of Minutes**
It was Proposed by Cllr Russell, and **AGREED**, to sign and approve the Minutes of the Meeting held on 12th October 2015
- 128/15-16 Police Report:** The Wisbech South Rural Forum was held on Tuesday 19th October 2015 at COLDHAM. The New Horizon Outreach Vehicle had visited villages in the fortnight prior to the forum meeting, where members of the rural communities were asked to complete questionnaires. From the completed questionnaires we have identified the Community Key Concern
- Agreed**
- Clerk**
- Clerk**
- Agreed**

for the Wisbech South Rural Forum area for the next 6 months is speeding. Other concerns are dog fouling and fly tipping.

The next Wisbech South Rural Forum will be held in March 2016. The New Horizon Outreach Vehicle will be visiting villages in the South Rural Forum Area in order that members of these communities can raise any issues or concerns that affect them or their community.

3rd March 2016 12.30 – 13.30 Christchurch

17th March 2016 15.00 – 16.00 Christchurch

No reported crimes of note during October 2015

129/15-16

County & District Councillors Reports

Report from Cllr Yeulett stated that the County Council has a new Chief Executive in place and budget work is being undertaken. If there is to be an increase in Council tax this may lead to a referendum.

Looking to save £41million in the next year and £100 million over the next five years. Items being looked at are:- removing school crossing patrols, charging utility companies when digging up roads, reducing winter maintenance from roads, withdraw funding from some libraries and seek community assistance to run them, removing mobile libraries, removing non statutory concessionary fares on buses, sharing of planning services, reduce funding for learning centres, and increase car parking fees in Cambridge.

A question was asked if there is to be any leniency on volunteers doing jobs that they are not allowed to do currently. Community navigators scheme (Timebanking) is to be rolled out more, to encourage volunteers.

Cllr Sutton reported that he had visited Walter Chamberlain and he is well and wished to be remembered to everyone.

Thanks to Cllr Bliss for helping to clean the War Memorial.

Regarding the LHI Bid 2015-16 Cllr Sutton has had correspondence with Andrew Sparrow who is concerned about where the start of the 50mph is proposed for Padgett's Road. He would like this to start before his yard and Cllr Sutton asked if the Parish Council would consider this in their discussions on this item.

The Comprehensive spending review consultation by FDC has had a very good response. FDC is also in the position of having to save money next year too, which will result in some tough decisions being made

130/15-16

Recreation Ground

a) Management Committee Meeting, was discussed in Public Time and there is nothing more to report

131/15-16

Village Hall

a) An update on current financial situation regarding the building of the new village hall was read out by Clerk. At the current date there is £297,166.54 in earmarked reserves and grant funding. To date £107,755.50 has been paid out. The known committed expenditure amounts to £271,606.71. This leaves a balance of £25,559.83. There is likely to be unknown expenditure which needs to be considered and this could relate to Structural Engineers fees for certification of the building works, contingency amounts for the building works, a new electricity supply being required, the hardwood floor, and fit out of kitchen and bar areas.

The Clerk has been handed £114.53 from The Little Local and their customers for the Village Hall build and a thank you is to be placed in the Heron.

b) Email received from Skanska stating that the footpath is now complete. Cllr Russell is not happy as he believes that all the tenders had a plan from Morton & Hall which was for the footpath to be up to the end of Plot 1. It was Proposed by Cllr Russell, and AGREED, that the Clerk is to contact Bob Burgess to attend a site visit with All Cllrs and Matthew Hall.

c) Cllr Hughes has been sent an offer for free trees from the Woodland Trust and he will look into this further, especially with relation to the landscaping requirements of the village hall.

**Agreed
Clerk
All Cllrs**

Cllr Hughes

132/15-16

Highways/Street Lighting

Highways

a) 2015-16 LHI bid. An email has been received from CCC stating that an estimate of £3200 has been received for the undertaking of the push/pull tests in relation to vehicle restraint systems. It was Proposed by Cllr

	<p>Russell, and AGREED, that the Parish Council accept this and the Clerk is to confirm this to CCC.</p> <p>A consultation letter has been received regarding the extension of the current 50mph speed limits on Sixteen Foot Bank, Upwell Road and Padgett's Road. It was Proposed by Cllr Hughes, and AGREED, that the Clerk responds and states that the Parish Council supports Mr Sparrow's comments.</p> <p>b) 2016-17 LHI bid has been sent to Highways after consultation with Cllr Sutton and Graham Chappell. There was an agreement from Charlottes Way Trustees to make a donation of £7000 and this was included in the bid. No further details will be available until January 2016.</p> <p>c) It was commented that the work done on Church Road, by Highways, is not impressive.</p>	<p>Agreed Clerk</p> <p>Agreed Clerk</p>																		
<p>133/15-16</p>	<p>Street Lighting</p> <p>a) No Street Lighting issues were raised</p> <p>Planning/Development</p> <p>Planning Application</p> <p>F/YR15/0950/F Erection of a single-storey rear extension and conversion of garage and loft to form additional living accommodation including the formation of dormer window to side and rooflights to front and rear. Tree Tops 38 Church Road Christchurch Wisbech Cambridgeshire PE14 9PQ</p> <p>Cllr Yeulett and Cllr Sutton left the meeting</p> <p>Cllr Hughes declared an interest in this item and abstained from the item. Cllr Russell Proposed, and it was AGREED, that there are no objections to this planning application.</p> <p>Planning Granted</p> <p>F/YR15/0797/F Erection of a single-storey extension to side; porch to front and formation of a pitched roof to rear of existing dwelling. Keepers Cottage Padgetts Road Christchurch Cambridgeshire PE14 9PL</p> <p>Planning Training</p> <p>Notification of a CAPALC Meeting, followed by Planning Training for Town and Parish Councillors on Thursday 26 November 2015, from 7.00-9.00pm in the Council Chamber at Fenland District Council, County Road, March, PE15 8NQ has been received. Cllrs to advise the Clerk if they wish to attend. Cllr Owen agreed to attend and the Clerk will advise FDC.</p> <p>Cllr Russell left the meeting.</p> <p>Cllr Bliss took over the Chair</p>	<p>Agreed</p> <p>All Cllrs Clerk</p>																		
<p>134/15-16</p>	<p>Income & Expenditure</p> <p>a) It was Proposed by Cllr Bliss, and AGREED, that members approve the following accounts for payment.</p> <table border="0" style="width: 100%;"> <tr> <td data-bbox="316 1366 766 1400">J Richardson</td> <td data-bbox="790 1366 1141 1400">Clerks Salary (October 2015)</td> <td data-bbox="1364 1366 1468 1400" style="text-align: right;">£241.53</td> </tr> <tr> <td data-bbox="316 1400 766 1433">J Richardson</td> <td data-bbox="790 1400 1141 1433">Expenses (reimbursement)</td> <td data-bbox="1396 1400 1468 1433" style="text-align: right;">£8.01</td> </tr> <tr> <td data-bbox="316 1433 766 1489">Christchurch Village Resource Centre</td> <td data-bbox="790 1433 1141 1489">The Heron</td> <td data-bbox="1380 1433 1468 1489" style="text-align: right;">£80.00</td> </tr> <tr> <td data-bbox="316 1489 766 1523">Morton & Hall</td> <td data-bbox="790 1489 1141 1523">Village Hall Site Inspections</td> <td data-bbox="1364 1489 1468 1523" style="text-align: right;">£900.00</td> </tr> <tr> <td data-bbox="316 1523 766 1556">J H Cook</td> <td data-bbox="790 1523 1141 1556">Village Hall Building</td> <td data-bbox="1324 1523 1468 1556" style="text-align: right;">£50,000.00</td> </tr> <tr> <td colspan="2" data-bbox="790 1579 901 1612" style="text-align: center;">TOTALS</td> <td data-bbox="1324 1579 1468 1612" style="text-align: right;">£51,229.54</td> </tr> </table>	J Richardson	Clerks Salary (October 2015)	£241.53	J Richardson	Expenses (reimbursement)	£8.01	Christchurch Village Resource Centre	The Heron	£80.00	Morton & Hall	Village Hall Site Inspections	£900.00	J H Cook	Village Hall Building	£50,000.00	TOTALS		£51,229.54	<p>Agreed</p>
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<p>135/15-16</p>	<p>b) Clerks report on the October Bank Balances & reconciliation is at Appendix 1.</p> <p>c) External Audit correspondence has been received. It was Proposed by Cllr Bliss, and AGREED, that the response read out by the Clerk will be sent to the External Auditor.</p> <p>Current Policies: It was Proposed by Cllr Gladwin, and AGREED, that no changes are required to Standing Orders, Financial Regulations, and Complaint Handling Process. The Publication Policy was discussed and it was Proposed by Cllr Gladwin, and AGREED, that changes be made relating to the publication of agenda and minutes on the Parish Council website.</p>	<p>Agreed Clerk</p>																		
<p>136/15-16</p>	<p>Risk Assessment: The annual risk assessment of the Clerk's working area has been completed and was reported on. A discussion on the off-site storage of computer records took place and it was Proposed by Cllr Hughes, and AGREED, that two storage disks be purchased up to a cost of £100. This will enable the Clerk to have an off-site back up copy of Parish</p>	<p>Cllr Hughes Agreed</p>																		

Council computer documents.

Other items were discussed and Cllr Owen is to do a risk assessment on the Bus Shelter and Village sign, and report back at next meeting.

It was Proposed by Cllr Bliss, and AGREED, that Cllrs Hughes and Harper remove the picnic tables and benches, this also includes the pruning of the trees in that area.

The Clerk is to update the Risk Assessment document for further discussion next month.

Cllr Owen

Agreed
Cllrs Hughes
and Harper
Clerk

137/15-16

Correspondence

a) Rural Services Network Bulletin (highlights in weekly report 16/10/15, 30/10/15, 06/11/15)

b) Tour of Cambridgeshire Cycle Race 2016 presentation invite (included in weekly report 16/10/15)

c) CCC request for volunteers for this winter's gritting (included in weekly report 16/10/15)

d) Wings for Life Charity Run (included in weekly report 30/10/15)

e) Letter and DVD re Ouse Washes (included in weekly report 30/10/15)

f) Post Office Consultation for changes to Mobile Service (included in weekly report 30/10/15)

g) Norfolk Minerals Site Specific Allocations Development Plan Document (DPD): Single Issue Review of Silica Sand – Preferred Options Consultation Document (included in weekly report 30/10/15)

138/15-16

Motion to exclude Press and Public, Proposed by Cllr Bliss, and AGREED

Agreed

Clerks Hours

The Clerk is currently carrying over extra hours worked which due to recent workloads is unable to pull back. It was Proposed by Cllr Bliss, and AGREED, that these hours be paid.

Agreed

139/15-16

Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Monday 14th December 2015. Items to be included on Agenda should be with the Clerk by Monday 7th December 2015

Budgets

Report on costings for Play Equipment moving

Meeting Closed at :- 9.20p.m

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2016	
Christchurch Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	04/11/2015		
Approved by		Chair	
Date	09/11/2015		
Balance per bank statements as at	04/11/2015	£	£
Current Account		61837.62	
Savings Account		96553.20	
			158390.82
Less: Unpresented Cheques			
Cheque Number			
			0.00
Add: Any unbanked cash in transit			
			0.00
Net bank balances as at	04/11/2015		158390.82
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance	As per previous Year End Box 8 Audit Report	206844.30	
Add: Receipts to date		67665.52	
Less: Payments to date		116119.00	
Closing Balance		158390.82	
Earmarked Reserves			
Village Hall	122,877.75		
Mrs Spall Request	200.00		
Recreation Ground 106 monies	75.07		
Street Lighting	3,000.00		
Youth Club	2,500.34		
Total Remaining	32,238.00		