

# CHRISTCHURCH PARISH COUNCIL

Minutes of the Meeting of the Christchurch Parish Council on Monday 11<sup>th</sup> January 2016 in the Townley School (Dining Hall), Crown Road, Christchurch

- Present:** Cllrs: N Russell (Chair); J Bliss; W Beswick; J Hughes; G Harper; P Owen; ~~W Sutton (FDC)~~; J Richardson (Clerk) and no members of the public
- 157/15-16** **Apologies for Absence:** Cllr F Yeulett (CCC), Cllr M Tanfield, Cllr W Sutton, Cllr R Gladwin
- 158/15-16** **Declarations of Interest:**  
None declared
- 159/15-16** **Public Time:** No items raised
- 160/15-16** **Matters Arising:**  
Fly tipping in layby on Sixteen Foot Bank, past Poulters Drove reported to FDC on 15/12/15, and rubbish removed
- 161/15-16** **Confirmation of Minutes**  
It was Proposed by Cllr Russell, and AGREED, to sign and approve the Minutes of the Meeting held on 14<sup>th</sup> December 2015 **Agreed**
- 162/15-16** **Police Report:**  
CRIMES REPORTED IN THE CHRISTCHURCH AREA DECEMBER 2015  
1 x Criminal Damage to a Vehicle  
1 x Production or being concerned in production of a controlled drug – cannabis  
GENERAL CONCERNS  
There have been a number of shed burglaries in the Wisbech rural areas, whilst there have been no reports of such crimes in Christchurch, there are a number of measures the public can take to help protect their possessions.  
1. Good security lighting  
2. Shed alarms  
3. Secure items either to fixed points, or by padlocking several items together.  
4. Ensure tools such as bolt croppers etc are not on display (thieves will use these items to cut the padlocks securing your possessions)  
5. Ensure the hinges on the shed doors have at least one headless bolt on the door and door frame. (The best padlock will provide little protection if the hinge screws can be removed and access to the shed obtained)
- 163/15-16** **County & District Councillors Reports**  
None present  
Cllr Tanfield emailed and asked if anyone has any local history or information about Christchurch (including local events) could they send it to the Tourism partnership for inclusion on website
- 164/15-16** **Recreation Ground**  
a) Next meeting should be 20<sup>th</sup> January in the school 7.30pm  
Fire risk assessment requirements, from the Fire Officer, have been sent to Management Committee.  
Suggestion is to have a meeting on site 23<sup>rd</sup> January 2016  
Licensing of village hall is being looked into by the Committee.  
Sample chair is being delivered for the next Committee Meeting  
b) Move of Play Equipment on hold awaiting further quotes
- 165/15-16** **Village Hall**  
a) Electric Meter should be installed 12/01/16.  
Latest instalment of Rural Capital Grant has been received (£15,000).  
One quote received for flooring and more quotes to be sought. Clerk to place on agenda for next meeting. **Clerk**  
b) Free trees from Woodland Trust, no further information  
c) Picnic Area, one more tree to be taken out and tops of trees need to be chopped out. Shrubs could be removed by Cllr Russell during the Spring
- 166/15-16** **Highways/Street Lighting**  
**Highways**  
a) 2015-16 LHI no update received  
b) Highways issues, completed, are the pot holes in Poulters Drove and Euximoor Drove. **Cllr Russell**

Pot holes outside "The Hall" on Upwell Road have been reported 04/01/16 and is scheduled for work.

Comment made that the Welney Flood sign is in the wrong place as it cannot be seen when at the junction of Church Road.

Padgetts Road at the Sixteen Foot end is getting very bumpy. Clerk to report.

**Clerk**

### **Street Lighting**

a) The replacement of Cat2 street lights, including meeting of other Parish Councils were discussed. A working party discussed this issue in relation to the cost for replacement of street lights which is £16872 (£3000 of which is in earmarked reserves). A spreadsheet had been emailed round to show how these can be paid for by increasing the precept. To afford this in the next two years the precept would need to be increased. A number of other Parish Councils, in the area, have already increased their precepts by up to 57% to cover the costs for replacement street lights.

A meeting will be held with other Parish Council's on either 21<sup>st</sup> or 29<sup>th</sup> January. Clerk to attend if meeting on 29<sup>th</sup>, Cllr Russell or Cllr Hughes may be able to attend if on 21<sup>st</sup>.

**Clerk**

b) Street Lighting issues in the village. Lights at top of Crown Avenue and entrance to Fen View (Upwell Road FPC 5) not working Cllr Bliss to confirm the numbers of the lights

**Cllr Bliss**

167/15-16

### **Planning/Development**

#### **Granted**

FYR/15/0950/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

168/15-16

### **Income & Expenditure**

Payment rec'd from FDC of £916.00 Concurrent Functions Grant 2<sup>nd</sup> part, Mid Level Drainage refund of £88.49 and Upwell Drainage Board refund of £68.07

a) It was Proposed by Cllr Russell, and AGREED that members approve the following accounts for payment

**Agreed**

J Richardson	Clerks Salary (December 2015)	£275.38
J Richardson	Expenses (reimbursement)	£7.56
Christchurch Village Resource Centre	The Heron	£80.00

#### **TOTALS**

**£362.94**

b) Clerks report on the December Bank Balances & reconciliation is at Appendix 1

c) No update received from the External Auditor

d) It was Proposed by Cllr Russell, and AGREED, that the precept for 2016/17 be set at £12,500. Clerk to send Precept request to FDC by 5<sup>th</sup> February 2016

**Agreed  
Clerk**

e) Clerks report on Budget v Performance up to end Dec 2015 is at Appendix 2

169/15-16

### **Notice Board:**

New Notice Board for Parish Council at Christchurch Community Hall was discussed and it was Proposed by Cllr Hughes, and AGREED, that the Clerk investigates quotes for a Notice Board and Village Hall sign.

**Agreed  
Clerk**

170/15-16

### **Annual Parish Assembly:**

To be held on April 11<sup>th</sup> at 7pm. Clerk to prepare

**Clerk**

171/15-16

### **Correspondence**

a) Rural Services Network Bulletin (highlights in weekly reports 18/12/15, 08/01/16)

b) Pride In Fenland Awards 2016 (in weekly report 08/01/16 and website)

c) Notice of Superfast Broadband available in Christchurch emailed 05/01/16 and placed on website

d) Fenland Draft Business Plan and Budget Consultation emailed 05/01/16 and placed on website

172/15-16

### **Clerks Training**

It was Proposed by Cllr Russell, and AGREED, that Christchurch Parish Council will pay half the costs of the Clerk attending a Bylaws and a Finance training course

**Agreed**

**173/15-16 Agenda Items/Next Meeting**

Future agenda items:-

Donations by the Parish Council, to be discussed for 2016/17, including The Heron and PCC. The Clerk is to ask for information regarding their accounts.

**Clerk**

The Disposals at Roffco Works letter to be discussed and response agreed.

The date of the next Parish Council Meeting will be Monday 8<sup>th</sup> February 2016. Items to be included on Agenda should be with the Clerk by Monday 1<sup>st</sup> February 2016

**The Meeting Closed at:- 8.55pm**

**Appendix 1**

Bank Reconciliation		Financial Year ending 31 March 2016	
Christchurch Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	03/01/2016		
Approved by		Chair	
Date	11/01/2016		
<b>Balance per bank statements as at</b>		<b>03/01/2016</b>	<b>£</b>
Current Account			124392.88
Savings Account			0.00
			124392.88
Less: Unpresented Cheques			
Cheque Number		1412	288.00
		1413	35592.85
			35880.85
Add: Any unbanked cash in transit			
			0.00
<b>Net bank balances as at</b>		<b>03/01/2016</b>	<b>88512.03</b>
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			135317.96
Less: Payments to date			253650.23
<b>Closing Balance</b>			<b>88512.03</b>
<b>Earmarked Reserves</b>			
Village Hall	57,422.39		
Mrs Spall Request	200.00		
Recreation Ground 106 monies	75.07		
Street Lighting	3,000.00		
Youth Club	2,500.34		
<b>Total Remaining</b>	<b>27,814.57</b>		

**Appendix 2**

CHRISTCHURCH PARISH COUNCIL						
		BUDGET	CURRENT	CURRENT	CURRENT	FORECAST
INCOME:		2015-16	End JUNE 2015	End SEPT 2015	End DEC 2015	2015-16
	Maintenance Grants: Precept	£8,488.00	£4,244.00	£8,488.00	£8,488.00	£8,488.00
	Council Tax Support Grant	£847.00	£423.50	£847.00	£847.00	£847.00
	Concurrent Functions Grant	£1,833.00		£917.00	£1,833.00	£1,833.00
	Allotment Rents	£2,000.00		£1,098.75	£7,007.25	£7,007.25
	Allotment Drainage Rates	£405.00			£254.09	£322.16
	Recycling Credits	£15.00	£44.33	£44.33	£44.33	£44.33
	VAT Refund	£700.00		£390.00	£995.00	£7,125.14
	Bank Interest	£15.00	£19.67	£37.94	£52.44	£52.44
	Bursary Payment					
	Youth Club Funds		£2,500.34	£2,500.34	£2,500.34	£2,500.34
<b>SUB TOTALS:</b>		<b>£14,303.00</b>	<b>£7,231.84</b>	<b>£14,323.36</b>	<b>£22,021.45</b>	<b>£28,219.66</b>
	Village Hall Grants/Donations			£48,341.16	£113,296.51	£238,918.64
<b>TOTALS:</b>		<b>£14,303.00</b>	<b>£7,231.84</b>	<b>£62,664.52</b>	<b>£135,317.96</b>	<b>£267,138.30</b>

<b>EXPENDITURE:</b>	<b>2015-16</b>	<b>End JUNE 2015</b>	<b>End SEPT 2015</b>	<b>End DEC 2015</b>	<b>2015-16</b>
Auditors Fees	£300.00	£120.00	£120.00	£120.00	£1,120.00
Drainage Rates	£470.00		£405.26	£405.26	£405.26
Clerks Salary	£3,500.00	£846.47	£1,613.93	£2,476.20	£3,500.00
Clerks Office Expenses	£120.00	£120.00	£120.00	£120.00	£120.00
HMRC					
P P & S	£60.00	£12.85	£26.41	£34.42	£50.00
Hall Expenses	£200.00				£150.00
Insurance	£800.00			£760.80	£760.80
Subscriptions	£70.00	£59.00	£59.00	£94.00	£94.00
Allotment Rents	£412.50	£412.50	£412.50	£825.00	£825.00
Rec Ground Insurance	£940.00				£0.00
RoSPA Inspection	£0.00				£0.00
Training Fees	£100.00				£50.00
Grass Cutting	£3,160.00	£650.00	£1,450.00	£2,150.00	£3,160.00
Rec Ground Exs	£0.00				
Cemetery Maintenance	£245.00	£122.50	£122.50	£122.50	£245.00
War Memorial Maintenance	£0.00				
Election Costs	£900.00				£891.54
LHI Bid Contribution	£1,000.00		£765.70	£765.70	£765.70
Repairs to Play Park	£500.00				£500.00
S137	£25.00			£25.00	£25.00
Village Web Site Management					
Tree Cutting/Contingency	£500.00				£500.00
Donations					
Heron Running Costs	£960.00	£240.00	£480.00	£720.00	£960.00
VAT Paid	£700.00	£130.00	£440.00	£6,865.14	£7,000.00
Transfers to Bank Acct's					
<b>SUB TOTALS:</b>	<b>14,962.50</b>	<b>2,713.32</b>	<b>6,015.30</b>	<b>15,484.02</b>	<b>21,122.30</b>
Village Hall Build			101,715.50	238,166.21	379,212.21
<b>TOTALS:</b>	<b>14,962.50</b>	<b>2,713.32</b>	<b>107,730.80</b>	<b>253,650.23</b>	<b>400,334.51</b>