

CHRISTCHURCH PARISH COUNCIL

Minutes of the Meeting of the Christchurch Parish Council on Monday 14th March 2016 at Christchurch Community Centre, Upwell Road, Christchurch PE14 9LJ

- Present** Cllrs N Russell (Chair), W Beswick, J Bliss, J Hughes, P Owen, G Harper, W Sutton (FDC), M Tanfield (FDC), PCSO S Clarke, Clerk J Richardson and 8 members of the public
- 192/15-16** **Apologies for Absence:** Cllrs F Yeulett (CCC); R Gladwin;
- 193/15-16** **Declarations of Interest:**
None declared
- 194/15-16** **Public Time:**
The Heron apologised for publishing the incorrect venue for the meeting. Parishioners are not happy with development on Crown Road, they feel it is too busy there next to the school.
Lorries coming through the village seem to be increasing (Agenda item for April). It was asked if a ban on heavy lorries could be looked into. Concerns raised over building of properties in Christchurch, issues raised were the number of houses built in the village and how this will be dealt with going forward. Cllr Sutton can't comment on individual applications but he advised that developers need to get clear evidence of local support and it is down to the village and residents on how the village grows. There are a number of items that are looked at in a planning application. There is a laid down criteria for consultation on planning proposals. Plans should be looked at on their own merit. District Councillors can be contacted by individuals regarding planning applications but objections to planning applications have to be in accordance with planning law.
Lack of Buses through the village was raised and it was pointed out that the bus service was stopped due to people not using it. It was suggested that names be compiled of people who want a bus service and this is to be put in The Heron.
The LHI "chicane" (Upwell Road) was discussed, as to why this was done, and it was stated that this was to have the pavement installed not just to slow lorries down.
Speeding vehicles through the village was raised.
Public Time Closed at 7.59
- 195/15-16** **Matters Arising:** Email sent to Brinton & Brinton re Parish Council response to consultation on CFC Disposals at Roffco Works, Upwell Road, Christchurch
Reported pot holes on Euximoor Drove to Highways 18/02/16, and planings have been delivered to Cllr Russell
- 196/15-16** **Confirmation of Minutes**
It was Proposed by Cllr Russell, and AGREED, to sign and approve the Minutes of the Meeting held on 8th February 2016
- 197/15-16** **Police Report:** PCSO Sue Clarke reported that she is now back as PCSO. If she is on duty she will attend the meetings. Not too much happening in Christchurch, and she would like to know what the issues are. Speedwatch can be set up in the village, evidence is required regarding speeding and lorries, but volunteers are required to do Speedwatch.
Please advise Sue of anything that is suspicious. There has been 3 high value burglaries in the district recently so if anyone sees anything suspicious please contact Sue. Telephone: 07738025220
PCSO Sue Clarke left the meeting
- 198/15-16** **County & District Councillors Reports**
Cllr Tanfield reported that the Comprehensive Spending Review is still ongoing and brown bin charging is one item that is being considered. Devolution is moving forward with the East Anglia Powerhouse (with an elected mayor), and work is ongoing on this.
Cllr Sutton reported that he believes that CCC are backing out of their previous commitment to rectify the slope on the pavement at the "chicane" which they had agreed to do when the LHI work for 2015-16 is done. It was

Clerk

Agreed

	Proposed by Cllr Russell and AGREED, that the Clerk write to confirm concerns from residents and Residents Association to CCC. Cllr Tanfield left the meeting.	Agreed Clerk
199/15-16	Recreation Ground Charity a) Next Recreation Ground Charity Meeting to be held on Wednesday 16 th March. Sandra Kay is now the booking Clerk, Peter Owen is Treasurer and Ruth Ingram is Secretary. b) Discussion took place on the re-siting of Play Park equipment. Cllr Hughes has a quote from FLP but no one else, he needs to contact other suppliers. A toddler swing and parent seating area has been requested. Cllrs to meet up and view the area to look at this further	All Cllrs
200/15-16	Christchurch Community Hall a) Final bill has been received and only overspend was for piling work. Extra items have been included by the builder at no extra charge. It was Proposed by Cllr Bliss, and AGREED, that once the final payment has been made a letter of thanks be sent to the builder. The Clerk will action this. b) Clerk gave an update on Insurance of Christchurch Community Hall and the renewal due on 1 st April 2016 (£1411.07). It was Proposed by Cllr Russell, and AGREED, that the Parish Council pay this going forward. c) 105 Woodland Trust Trees were planted at the weekend by volunteers, so this should now develop into a hedge. Cllr Russell thanked Cllr Hughes for his work in this area. Cllr Russell is looking into obtaining 7 silver birch trees to comply with the Planning Condition. d) Cllrs to have a look at where the “no dog signs” are needed. It was Proposed by Cllr Russell, and AGREED, that a budget of £50 be authorised. e) Malcolm Hicks is to grass seed the area at the rear of the hall, next to the building. f) Two Internal roller shutter doors for the kitchen and bar were discussed. It was Proposed by Cllr Russell, and AGREED, that PH Door Services quote be accepted £765 + VAT and £489 + Vat. Clerk to send a Purchase Order. g) Induction loop system was discussed. Quote received is £1550 per room, and it was Proposed by Cllr Russell, and AGREED that this is not progressed at this time. This to be passed to the Recreation Ground Charity Committee, by the Clerk, to look at in the future. h) Car Park signage requirements were discussed. Cllr Russell Proposed, and it was AGREED, that a budget of £100 be authorised for this.	Agreed Clerk Agreed Agreed Agreed Clerk Agreed Clerk Agreed Clerk
201/15-16	HM Queen’s 90th Birthday There are no arrangements made as yet but will be on Recreation Ground Charity Committee agenda on Wednesday night. Over 60’s group are talking about holding an event. Headmistress at local school has been spoken to.	Agreed
202/15-16	Highways/Street Lighting Highways a) Planings have been received by Cllr Russell from Highways b) Update on 2015/16 LHI bid work to date from Ruth Raper (CCC Highways) stating that the consent has been received from Mid-Level and the new signs will now be installed. c) The 2016/17 LHI bid has been unsuccessful. Street Lighting a) The street light at rear of 2 The Hill is not working. Cllr Russell to look at the extra light in Crown Avenue b) The Street Light outside the Village Community Centre is not on. The Clerk to report this	Cllr Russell Clerk
203/15-16	Planning/Development Pre-Application Consultation – Land South West of Syringa House, Crown Road, Christchurch. Matter discussed by Cllrs and the response is that until Planning Application is received no comments can be made. It was Proposed by Cllr Hughes, and AGREED, that the Clerk write to say “no comments at this stage and each planning application will be considered on it’s merits”	Agreed Clerk
204/15-16	Middle Level Commissioners Proposals for Amended Navigation Legislation were discussed. It was Proposed by Cllr Hughes, and AGREED, that no comments be made	Agreed

- 205/15-16 Attendance Request**
 Letter rec'd from Clive Gibbon (Conservative Candidate for North March and Waldersey 2017) to request attendance at a future Parish Council Meeting. This was discussed and it was Proposed by Cllr Hughes, and AGREED, that his request be accepted. The Clerk is to write to advise of future dates of meetings **Agreed Clerk**
- 206/15-16 Donations**
 Donation request received from FACT. It was Proposed by Cllr Russell, and AGREED, that no donation be given **Agreed**
- 207/15-16 Income & Expenditure** **Agreed**
- a) It was Proposed by Cllr Russell, and AGREED, that members consider and approve the following accounts for payment
- | | | |
|---------------------------------------|-------------------------------|----------|
| J Richardson | Clerks Salary (February 2015) | £304.73 |
| J Richardson | Expenses (reimbursement) | £71.35 |
| Christchurch Village Resource Centre | The Heron | £80.00 |
| E Mason & Sons | Grass Cutting | £156.00 |
| PKF Littlejohn LLP | External Audit | £1358.89 |
| Business Services at CAS Ltd | Village Hall Insurance | £1411.07 |
| Morton & Hall | Consultancy Fees | £540.00 |
| East Anglian Flooring and Carpets Ltd | Village Hall Flooring | £9203.04 |
- b) List of payments made in February 2016, previously authorised
- | | | |
|-----------------------|-------------------------------|------------------|
| N Russell | Village Hall build (Cooker) | £1068.00 |
| N Russell | (Fridge, Janitorial Supplies) | £370.80 |
| KnightStor Ltd | Village Hall Chairs | £4203.00 |
| South Norfolk Council | Building Regs Fees | £588.00 |
| | TOTALS | £19354.88 |
- c) Clerks report on the February Bank Balances & reconciliation is at Appendix 1
- d) The Clerk provided the findings of the completed External Audit for 2014-15. It was noted that the 2015/16 Annual Return shows the correct figures (Boxes 3 and 6) re the accounting of the sale for land.
- e) Information on changes to Audit requirements for 2016-17 report issued by the Clerk and decision on External Audit provision to be made. Proposed by Cllr Beswick, and AGREED, that Christchurch opt in.
- f) To discuss and agree 2016/17 donations (The Heron and Christchurch PCC). It was Proposed by Cllr Owen, and AGREED, that the PCC donation remains as current £245 per annum.
 The Heron are happy to publish the Parish Council minutes but there may be a loss of content to accommodate the extra pages required. It was Proposed by Cllr Hughes, and AGREED, to pay £80 per month for the next year. The Heron [agreed-was asked](#) to do a short survey of residents to see if they wish to have the minutes printed and maybe loose other content.
- g) Donation received from Cllr Owen of £209.00 for the purchase of a fridge for the Community Centre. Cllr Owen was thanked for this
- 208/15-16 Correspondence**
- a) Rural Services Network Bulletin (highlights in weekly reports w/e 19/02/16, 26/02/16, 04/03/16)
- b) Cambs Acre Community Fair to be held at Burgess Hall, St Ives 7th June 2016 (weekly update 19/02/16)
- c) Textile and Media Recycling Bank new contract with Salvation Army (highlights in weekly update 19/02/16)
- d) Planned road closure Crown Road/Crown Avenue 29/03-10/04/2016 (emailed 24/02/16)
- e) Fly a flag for the Commonwealth invitation (in weekly report 26/02/16)
- f) Anglian Water are looking to launch a campaign called "Pollution Watch" (in weekly report 26/02/16)
- g) Invite to Cambridgeshire & Peterborough neighbourhood plan roadshow, Monday 21 March 2016 (in weekly report 26/02/16)
- h) Fenland District Council Consultation on Proposal to License all Private Rented Houses in the town of Wisbech (in weekly report w/e 04/03/16)
- i) Letter from CCC advising of 2016 road surface dressing programme (in

weekly report w/e 04/03/16)

j) Invite from FDC re:-Commonwealth Fly a Flag event including the Single Commemorative Act on Monday 14th March (in weekly report w/e 11/03/16)

k) Notice of Road Closure for Crown Road rec'd. Road will be closed from 31/05/16-10/06/16 to allow for Electrical Installation of new high voltage cables and associated jointing works (in weekly report w/e 11/03/16)

209/15-16 Annual Parish Assembly

Arrangements have been made for Annual Parish Assembly to be held on 11th April 2016 at 7p.m, Christchurch Community Centre.

210/15-16 Motion to Exclude Press and Public Proposed by Cllr Russell, and Agreed

Agreed

211/15-16 External Audit

a) Clerk advised Parish Council of copy of correspondence received from the External Auditors.

212/15-16 August Parish Council Meeting

The date for the August Parish Council Meeting is changed to Tuesday 2nd August 2016.

213/15-16 Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Monday 11th April 2016. Items to be included on Agenda should be with the Clerk by Monday 4th April 2016

Meeting Closed at:- 9.46

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2016	
Christchurch Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	09/03/2016		
Approved by Chair			
Date	14/03/2016		
Balance per bank statements as at		01/03/2016	£
Current Account			73616.58
Savings Account			0.00
			73616.58
Less: Unpresented Cheques			
Cheque Number			
			0.00
Add: Any unbanked cash in transit			
			0.00
Net bank balances as at		03/01/2016	73616.58
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			173448.14
Less: Payments to date			306675.86
Closing Balance			73616.58
Earmarked Reserves			
Village Hall	34,020.05		
Mrs Spall Request	200.00		
Recreation Ground 106 monies	75.07		
Street Lighting	3,000.00		
Youth Club	2,500.34		
Total Remaining	33,821.12		