

CHRISTCHURCH PARISH COUNCIL

Minutes of a meeting of Christchurch Parish Council held on Monday 12th September 2016 at Christchurch Community Centre, Upwell Road, Christchurch at 7.30pm

Present: Cllrs N. Russell, J. Bliss, W. Beswick, E. Gladwin, J. Hughes, P. Owen, G. Harper, S. King, W. Sutton, M. Tanfield, M. Collins

- 063/16-17 Apologies for Absence:** F. Yeulett (S. Clark not present)
Declarations of Interest: None
- 064/16-17 Confirmation of Minutes**
Minutes of the Meeting held on 8th August 2016 were correctly recorded and signed as being a true record **RESOLVED**
- 065/16-17 Outstanding Matters**
- Update from Councillor Owen on Mattie dealing with the trees overhanging the recreation ground. Mattie is happy to continue on the current basis, so he takes the logs that he clears. This will be done in November when the birds have left and the leaves fallen, so he can see what needs to be cut
 - Clerk to report on website statistics facilities. The site is unable to provide any statistics other than visits since it was set up. Clerk to set up a system to be able to record visits to see how it is being used **CLERK**
 - Councillor Owen to report on grass cutting in Crown Drove. Cllr Russell confirmed this is to be cut on Tuesday morning **RESOLVED**
 - Clerk to report on costs of new dog waste bin in Green Lane. £153.80 agreed. Clerk to arrange **CLERK**
 - Tourist signs for the village. So many options and without any idea on cost, it is difficult to make a decision. Clerk to obtain quote for a plain double sided sign for 'Community Centre', to go on Upwell Road. **CLERK**
- 066/16-17 Police Report:** PCSO not present. No report received
- 067/16-17 County & District Councillors Reports** **CLERK**
- Cllr. Tanfield suggests we should put some information on the local tourism website about the village/church/pub/community centre www.visitcambridgeshirefens.org Clerk to collect information and pass on. Cllr Tanfield reminded that the next meeting on the brown bins and devolution is on the 3rd November 2016. Anyone with any comments should pass them onto Cllr Tanfield.
- Cllr King reported on the street lighting meeting held due to a general concern over Balfour Beatty's service and their contract being due for renewal. There are a couple of options. The PC can continue with FDC or can negotiate their own agreement with a company; FDC would not be involved in the negotiations. Some other local councils are still looking into costs if we do not continue with FDC, so we hope to have those for the next PC meeting. One company is Skansa, but there have been known problems with them in other areas of highway maintenance. The alternative quotes are likely to be more expensive with no assurance of a better service. **CLERK**
- Decision needs to be made by end of year.
Balfour Beatty look after the lights and also decide which ones are to be replaced – is this a conflict of interest? FDC, PC and Balfour Beatty need to move forward in a relationship of trust. The engineering department have done some spot checks and agreed with Balfour Beatty's view on Cat 1 and Cat 2

PC pays for the replacement lighting, but the resultant savings in electricity are a benefit for FDC

Cat1 lights have been replaced and that was paid for by FDC

Cat 2 lights replacement schedule can be agreed and they do not need to be replaced all in one go.

We requested that we are kept up to date with details of work being completed – work schedules being available. Cllr King will look into this.

068/16-17 Recreation Ground Charity

Report and update on Management Committee Meeting. The finances are healthy. No problems to report.

Update on path from road to Community Centre. Cllr Russell is going to move some of the gravel to make a 'path' and see if that works – it is quite difficult to lay a proper path due to the substrate.

CLLR RUSSELL

069/16-17 Highways/Street Lighting

Highways

Crown Ave had their drains flushed recently. Church Road to have their drains flushed soon.

Street Lighting

Cllr Hughes reported that a light cover has fallen off light FPC9 Church Road near site of old hall. Clerk to report

CLERK

070/16-17 Planning/Development

Application: None

071/16-17 Correspondence

- Email from Adam Fairbrother – Clerk to report problems with Post-16 Transport and the lack of any Rural Bus Service.
- Information re Post-16 Transport. CCC have reported back. As the statutory school age is 5-16, they have no legal requirement to provide free transport after students reach 16. Payments can be made termly or even half termly. Also, Neale-Wade Academy have a 16-19 Bursary Fund which may contribute towards the transport costs.
- Cambridgeshire Parish Council Conference – who will attend? Clerk and Cllr Owen to attend.
- Local Highway Improvement Funding – any application to be made for 2017/18? PC to discuss at next meeting.
- Council Tax Support Grant future following review – to be phased out over next 2 years.
- Cllr Sutton commented on the recent article in The Heron concerning planning and will be sending a reply to The Heron

CLLR SUTTON

072/16-17 Income and Expenditure

a) Received:

We have been granted funding from the Transparency Fund so will have funds to purchase a laptop and scanner/printer. Clerk and Cllr Hughes to collect information for next meeting.

b) Members to consider and approve the following accounts for payment:

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|---|---------|
| Clerk salary and home office allowance | £275.35 |
| (paid by bank transfer on 1 st September 2016 as agreed) | |
| Data Protection Registration | £35.00 |
| Russell Wright – consultancy | £75.20 |
| E. Mason, village maintenance, May 2016 | £204.00 |
| E. Mason, village maintenance, June 2016 | £528.00 |
| E. Mason, village maintenance, July 2016 | £528.00 |

Agreed to pay E Mason by BACS from next month.
 Middle Level Commissioners, drainage rates £41.86
 Upwell Internal Drainage Board, drainage rates £32.20
 Drainage rates – queried address of property this relates to as it may be for the allotments or the recreation ground. Clerk to check.
 Cemetery Grant – grass cutting £122.50
 Agreed that this will be paid automatically every 6 months (December and June) and passed to Daphne Simmons.
 The Heron £80.00
 Clerk to request BACS information for The Heron and pay by BACS from next month.

- c) Report on income and expenditure
- d) Consider request from Richmond Fellowship for a donation to start the pop-up cafe in the village. The charity offers help for those with mental health problems. It was generally agreed that this is a project that the PC would like to support in some way, but do not feel that they have enough information to decide what that support will be. Clerk to collect more information and present at the next meeting. **CLERK**
- e) Clerk is attending the Planning Training run by Bedfordshire SLCC. The cost of the course is £18.50 with expenses for petrol of £10. Consider if any contribution to this will be made by the Parish Council. Cllr Russell proposed and Cllr Bliss seconded. Agreed to be paid.

073/16-17 Public Time

Cllr Hughes mentioned that he had spoken to a dog owner who had taken his dog into the children's play area on the recreation ground. Not sure what else can be done to stop people taking their dogs into the recreation ground.

Cllr Gladwin mentioned that a new hedge along Sixteen Foot Bank near the old pumping station may become a highways issue when it grown. Clerk to report to Les at highways department and cc Cllr Yeulett and Cllr Sutton **CLERK**

074/16-17 Agenda Items/Next Meeting

Next meeting – please bring details of overhanging trees and uncut hedges. This is the responsibility of property owners. In the first place, PC suggests a letter to property owners. **EVERYONE**

Clerk to look into information that can be gained from Charlottes Way Road Safety. **CLERK**

The date of the next Parish Council Meeting will be Monday 10th October 2016. Items to be included on Agenda should be with the Clerk by Friday 30th September 2016

The meeting closed at 9.40pm

Receipts and Payments 2016-2017

| Receipts | 2015-16 | 16/17 Budget | 2016-17 to date |
|---------------------------|-------------------|-------------------------|------------------------|
| Precept | £8,488.00 | £12,500.00 | £6,250.00 |
| Council Tax Support Grant | £847.00 | £705.00 | £352.50 |
| Concurrent Functions | £1,833.00 | £1,833.00 | £917.00 |
| Allotment Rent | £7,198.50 | £382.00 | £191.25 |
| Allotment Drainage Rates | £396.22 | £74.00 | £0.00 |
| Interest | £53.50 | £15.00 | £0.00 |
| Recycling Credits | £44.33 | £40.00 | £49.58 |
| VAT | £7,125.14 | £700.00 | £0.00 |
| TOTALS | £25,985.69 | £16,249.00 | £7,760.33 |

| | | | |
|--------------------|-------------|-------|------------|
| Village Hall Build | £180,172.17 | £0.00 | £36,846.21 |
| Youth Club | £2,500.34 | £0.00 | £0.00 |

Payments

| | | | |
|------------------------|-------------------|-------------------|------------------|
| VAT | £9,745.06 | £700.00 | £698.10 |
| Cemetery Maintenance | £245.00 | £245.00 | £0.00 |
| Drainage Rates | £405.26 | £100.00 | £0.00 |
| Clerk's Salary | £3,333.70 | £3,500.00 | £1,148.68 |
| Office Exs Postage etc | £161.98 | £180.00 | £19.68 |
| HM Rev & Customs | £0.00 | £0.00 | £0.00 |
| Hall Hire | £0.00 | £200.00 | £0.00 |
| Council Insurance | £760.80 | £800.00 | £0.00 |
| Allotments | £825.00 | £0.00 | £0.00 |
| Grass/Tree cutting | £2,280.00 | £3,500.00 | £600.00 |
| Subs | £94.00 | £70.00 | £82.00 |
| Training | £32.45 | £100.00 | £128.50 |
| Rec Ground Insurance | £1,411.07 | £940.00 | £0.00 |
| RoSPA | £0.00 | £0.00 | £0.00 |
| Pavilion & Rec Exs | £0.00 | £0.00 | £130.50 |
| The Heron | £960.00 | £940.00 | £400.00 |
| S 137 | £25.00 | £25.00 | £0.00 |
| Play Park 106 Monies | £0.00 | £575.07 | £0.00 |
| Election costs | £0.00 | £900.00 | £975.98 |
| Professional Charges | £1,252.41 | £300.00 | £608.10 |
| LHI Works | £765.70 | £1,000.00 | £0.00 |
| Donations | £0.00 | £0.00 | £0.00 |
| TOTALS | £22,297.43 | £19,575.41 | £4,791.54 |

| | | | |
|--------------------|-------------|-----------|------------|
| Village Hall Build | £351,462.31 | | £44,599.41 |
| Street Lights | | £3,000.00 | |
| Youth Club | | £2,500.34 | |

AUGUST 2016

**Financial Year ending 31
March 2017**

| | | | |
|---|--|-------------------|-----------------|
| Bank Reconciliation | | | |
| Christchurch Parish Council | | | |
| Prepared by Jane Rees (Clerk & RFO) | | | |
| Date | 07/09/2016 | | |
| Approved by | _____ | Chair | |
| Date | | | |
| Balance per bank statements as at | | 07/09/2016 | £ |
| Current Account | | 37039.29 | |
| Savings Account | | 1.06 | |
| | | | 37040.35 |
| Less: Unpresented Cheques | | | |
| Cheque Number | 1014 56 | 82.00 | 82.00 |
| Add: Any unbanked cash in transit | | | 0.00 |
| Net bank balances as at | 31/07/2016 | | 36958.35 |
| The net balances reconcile to the Cash Book, as follows:- | | | |
| Opening Balance | As per previous Year End Box 8 Audit Report | 41742.76 | |
| Add: Receipts to date | | 44606.54 | |
| Less: Payments to date | | 49390.95 | |

Closing Balance

**36958.
35**

Earmarked Reserves

| | |
|------------------------------|----------|
| Village Hall | 2,745.04 |
| Mrs Spall Request | 200.00 |
| Recreation Ground 106 monies | 75.07 |
| Street Lighting | 3,000.00 |
| Youth Club | 2,500.34 |