

CHRISTCHURCH PARISH COUNCIL

Minutes of the Annual Meeting of Christchurch Parish Council held in the Community Centre on Monday 17 May 2021 at 7.30pm

Present: Cllrs P Owen (Chairman), J Bliss, R Gladwin, G Harper, J Hughes, K Miller, D Gibbs (Clerk), Mr Russell (Parishioner)

001/21-22 Apologies for Absence

Apologies from Cllr Aldridge were received and approved. Cllr Sutton submitted his apologies.

002/21-22 Declarations of Interest

None

003/21-22 Chairman's Announcements

None

004/21-22 Public Time

Mr Russell asked the Council to consider returning the financial contribution he provided for the solar panels on the Community Centre. Members agreed to discuss this further once the necessary details were clarified.

005/21-22 Annual Meeting of the Parish Council

- a) Election of Chair - Cllr Owen was proposed by Cllr Harper, seconded by Cllr Gladwin and duly elected. Members resolved to allow him to sign the declaration of acceptance at the end of the meeting.
- b) Election of Vice Chair - Cllr Hughes was proposed by Cllr Owen, seconded by Cllr Harper and duly elected. Members resolved to allow him to sign the declaration of acceptance at the end of the meeting.
- c) Standing Orders and Financial Regulations - The Clerk confirmed that the Council has adopted the latest model documents and members resolved to re-adopt them.
- d) Confirmation of insurance arrangements - The Clerk confirmed that the Council holds adequate insurance against all risks with Royal & Sun Alliance Insurance arranged through Community Action Suffolk with a renewal date of 1 October.
- e) Review of the Council's subscriptions to other bodies - The Council holds subscriptions to the Cambridgeshire & Peterborough Association of Local Councils, renewed in April and to Cambridgeshire ACRE, renewed in March. Members resolved to continue both subscriptions.
- f) Confirmation of the Council's register of assets as at 31st March 2021 - The Clerk presented the updated register of assets, showing a total value of £504,614.
- g) Confirmation of meeting dates for the municipal year - Members resolved that the Council will meet on the second Monday of every month, namely 14 June, 12 July, 9 August, 13 September, 11 October, 8 November, 13 December, 10 January, 14 February, 14 March, 11 April, 9 May. The Parish Assembly will take place on Monday 11 April 2022.

006/21-22 Confirmation of Minutes

Minutes of the meeting held on 12 April 2021 were correctly recorded and signed as being a true record.

007/21-22 Matters Outstanding

- a) Bus shelter improvement project - Still on hold due to lockdown.
- b) Green Lane trees - The Clerk has written to the current and former owners of the property to clarify ownership of the trees.
- c) Pavement outside Field Lodge, Upwell Road - The Clerk has spoken to the developer and to Cambridgeshire Highways. The current position is unclear. The Clerk will continue to monitor the situation. **Action: Clerk**
- d) Recreation Ground trees - A quote has been received for the pruning of the willows and other works. Further quotes will be required and contractors will be asked to include the Green Lane trees.
- e) Street lights - The majority of the lights in the current work programme have been replaced.
- f) Roadside drains - More clusters of drains have been cleaned. The mapping of the network can now be carried out.
- g) Local Highway Improvement applications - The Clerk will investigate the results from previous years and report to the next meeting.
- h) Community Centre canopy - The contractor has offered to repair the vandalised gutter on the canopy. The company has offered to provide sponsorship of a community event to celebrate the unveiling of the canopy.

008/21-22 Police Report

The Clerk reported issues from the previous meeting with the Police. Concern had been expressed regarding use of e-scooters following a collision with a pedestrian. A theft of solar panels had been reported in Wisbech St Mary. Neighbourhood Watch is providing advice for dog owners on avoiding canine crime.

009/21-22 County & District Councillors Reports

In Cllr Sutton's absence, the Clerk reported that he had expressed frustration with the requirement to log blocked drains individually on the County Council's reporting system.

010/21-22 Clerk's Report

The Clerk reported on meetings attended and correspondence received as follows:

Meetings

Support Fenland officer focus group

Correspondence

- Cambridgeshire County Council re roadworks and events
 - re Fifty Road resurfacing
 - re Summer engagement event
- FDC re Community safety survey
- Cllr Count re Covid updates
- CAPALC re training programme
 - re Parish borrowing update
- Environment Agency re Ouse Washes update
- Imperial College re local nature and species reintroduction survey
- 20's Plenty for Cambridgeshire campaign

Members asked that the 20's Plenty campaign be added to the agenda for the next meeting.

011/21-22 Members and Residents Issues

- a) Construction site noise and vibration - A resident of Fen View has expressed concern about the impact of building work on the adjoining site. The Council is unable to take any action in this regard.

- b) Annual report to residents - Cllr Hughes will prepare a draft.

012/21-22 Finance and Audit

- a) The financial report as at 30.4.21 showed income of £6,375.00 and expenditure of £10,095.45, resulting in a shortfall of £3,720.45 and total funds held of £40,098.93.
- b) Members approved the Internal Audit Report. No issues were raised requiring their attention.
- c) Members approved the Annual Governance Statement 2020/21 to be signed by the Chairman at the end of the meeting.
- d) Members approved the Accounting Statements 2019/20 to be signed by the Chairman at the end of the meeting.
- e) Members confirmed the dates of the period for the exercise of public rights as Monday 14 June to Friday 23 July.
- f) No grant applications were received.
- g) Members approved the following accounts for payment:

Clerk salary and home office allowance	£	355.33
I Cooper (audit fee).....	£	135.00
E Mason & Son (Farmers) Ltd (grass cutting)	£	240.00

013/21-22 Matters for Next Meeting

- a) Financial contribution for solar panels (004/21-22)
- b) 20's Plenty (010/21-22)

014/21-22 Date of Next Meeting

The date of the next Parish Council Meeting will be Monday 14 June.