

Wendens Ambo Parish Council

Minutes of Parish Council Meeting 5th June 2023

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 7.30pm.

Present: Chair Gail Gibbs, Councillors Alan Lovett, Simon Rowley, Chris Howitt, Kathryn Butterworth (arrived at 8.10pm)

In Attendance: County Councillor Paul Gadd, District Councillors Neil Gregory, Richard Pavitt, three members of the public and the Clerk Jane Rolfe

Before the meeting started, Local Community PCSO, Keeley Twitchett, gave a presentation on behalf of the Community Policing Team, which, she explained, covers 26 parishes. She handed out information which included names of the Wendens Ambo Officers making up the team and what services they offer.

PCSO Twitchett showed councillors a table of crime stats for the area from January – June 2023 (excluding domestic or hate crime as these are confidential). She said that the crime count was particularly low compared with other areas. PCSO Twitchett emphasised the need for everything to be reported, however minor, as it helps the police to build up evidence. A member of the public asked if the crime stats included all crimes and it was explained that the most recent may not be included.

Cllr Rowley asked if anti-social behaviour was included in the crime stats. PCSO Twitchett explained that this was not included in the stats, but advised that the parish council could contact her directly if concerned about this.

A member of the public said that there had been reports of drug dealing in various locations in the area. PCSO Twitchett advised that any concerns of this nature, however minor, should be reported to the police to enable them to follow up leads.

A member of the public asked the PCSO whether the Community Policing team carries out safeguarding duties. PCSO Twitchett explained that there is a designated officer who deals with both young and old vulnerable people and works in schools and care homes. Cllr Lovett asked about phone scams and it was agreed that an officer would visit and give a talk on the prevention of scams, this would be arranged between PCSO Twitchett and Chair Gibbs.

PCSO Twitchett will arrange a date to carry out a speedwatch. She will also organise a date for two PCs to visit with speedguns who can issue fines.

06/23/01	Chair`s Welcome Chair Gail Gibbs welcomed everyone to the meeting.
06/23/02	Apologies For Absence Apologies were received, and accepted, from Cllr Sam Slota-Newson.
06/23/03	Declarations Of Interests None
06/23/04	Public Participation A member of the public asked if Tim`s memorial tree could be inspected as it may be diseased.
06/23/05	County Councillor`s Report Cllr Paul Gadd reported that: i) The county fund is available, some funds may go to WA cricket club; he asked for applications. ii) He has reported the dangerous pothole in Rowntree Way, Saffron Walden, but it has not yet been repaired. iii) He will chase the drain repair in Duck Street which he has already reported.
06/23/06	District Councillor`s Report Cllr Gregory gave a reminder about the planning meeting on Wednesday, 7 th June, during which the application for the proposed barn at Norton End will be discussed.
06/23/07	Previous Minutes Councillors agreed the minutes of the May Parish Council meeting as a true and accurate record of proceedings and Chair Gibbs signed the minutes.
06/23/08	Clerk`s Report The clerk reported that: i. The website was updated with minutes from the May meeting, along with end of year AGAR documents. ii. As recommended by the internal auditor, and under the Transparency Code for small councils, a list of payments above £100 for 2021/22 and 2022/23 has been prepared and will be uploaded to the website. iii. Insurance with Zurich Municipal has been re-arranged for year 2023/24 at a premium of £668.01 - last year`s premium was £643.46.
06/23/09	Financial Report i) Accounts prepared by Chair Gibbs for the Coronation Celebration were reviewed. The spreadsheet showed expenditure and receipts. All payees were approved for reimbursement.

	<p>ii)The following invoices were approved for payment:</p> <table> <tr> <td>Topsource Worldwide (UK) – payroll fees</td> <td>19.37</td> </tr> <tr> <td>EALC - 2023/24 affiliation fees</td> <td>157.02</td> </tr> <tr> <td>Hardy Landscapes - grass cutting x 2 in May 23</td> <td>396.62</td> </tr> <tr> <td>J Rolfe - Clerk's salary for May 2023 (£101.40 PAYE to pay)</td> <td>405.40</td> </tr> <tr> <td>J Rolfe - clerk's expenses May 2023</td> <td>13.49</td> </tr> <tr> <td>Wenden Neighbours - Coronation event reimbursement</td> <td>99.80</td> </tr> <tr> <td>Wendens Ambo Village Hall - hall hire</td> <td>40.00</td> </tr> <tr> <td>Zurich Municipal - insurance for 2023/24</td> <td>668.01</td> </tr> <tr> <td>Gail Gibbs - reimb for Coronation Celebration</td> <td>572.34</td> </tr> <tr> <td>Andrea Reynolds - reimb for Coronation Celebration</td> <td>431.27</td> </tr> <tr> <td>Claire Samson - reimb for Coronation Celebration</td> <td>90.94</td> </tr> </table>	Topsource Worldwide (UK) – payroll fees	19.37	EALC - 2023/24 affiliation fees	157.02	Hardy Landscapes - grass cutting x 2 in May 23	396.62	J Rolfe - Clerk's salary for May 2023 (£101.40 PAYE to pay)	405.40	J Rolfe - clerk's expenses May 2023	13.49	Wenden Neighbours - Coronation event reimbursement	99.80	Wendens Ambo Village Hall - hall hire	40.00	Zurich Municipal - insurance for 2023/24	668.01	Gail Gibbs - reimb for Coronation Celebration	572.34	Andrea Reynolds - reimb for Coronation Celebration	431.27	Claire Samson - reimb for Coronation Celebration	90.94
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06/23/10	<p>Bus Shelter Quotations No further up to date quotations have been received. The clerk has received an offer from the insurance company (Zurich) to supply a quotation from their contractor. Councillors agreed to this.</p>																						
06/23/11	<p>Goalpost Purchase A survey had opted to keep goalposts on the Wick the same size as the current ones. Cllr Butterworth had obtained three quotations, the cheapest being £1475 inc VAT, £1229 ex VAT. There was a discussion about purchasing smaller goalposts, but after a vote, it was decided to buy the same size. Cllr Butterworth will put together grant applications; there may be funds available from County and District councils. She will try to find a contractor who can install the new goalposts. A member of the public suggested a contractor who advertises in the Village News.</p>																						
06/23/12	<p>Co-option of Parish Councillor There has been no interest so far. Chair Gibbs will arrange to place an advert in the Village News.</p>																						
06/23/13	<p>Speed Watch Coordinator Chair Gibbs explained what is involved in the above. It entails three people conducting a speedwatch, displaying signs at either end and recording car registration, make of car, speed and time. This details are then inputted into a form which is emailed to the community speedwatch team. Data from the flashing speedsign is downloaded from the sign to a laptop. At present there is a small team that carries out these duties and Cllr Lovett asked if one of those might step up. It was decided for now to try to recruit more people for the team.</p>																						
06/23/14	<p>Original Speed Sign The original sign is stored in the shed and has no solar panel. Chair Gibbs has been quoted £150 for collection by the company who supplied it, or they will collect when next in the area, or it can be disposed of. A member of the public suggested it may sell on Ebay for spares. Chair Gibbs will investigate.</p>																						
05/23/15	<p>Enquires, Complaints and Correspondence The clerk had received notification about a planning application at Lime Tree House. It is not for new dwelling, but it is proposed to make flat 2 into a two storey flat, and not one. It was agreed that the council would ask for an extension on the deadline for comments until after the next PC meeting, to enable this application to be discussed at the next meeting on 3rd July 2023.</p>																						
04/23/16	<p>Matters to be raised for next meeting's agenda Lime Tree House planning application UTT/23/1386/HHF</p>																						
04/23/18	<p>Meeting Actions i) Cllr Butterworth to purchase new goalposts and to find a contractor who can install them ii) Cllr Butterworth to investigate grant applications for goalposts iii) Chair Gibbs to place advert in Village News regarding co-option of new councillor iv) Chair Gibbs to investigate possibility of sale of old speed sign v) Clerk to request extension on comment deadline for Lime Tree House planning application</p>																						
	<p>The meeting closed at 9.35pm</p>																						

The next Parish Council Meeting will be held on 3rd July 2023 at 8.00pm, in Wendens Ambo Village Hall.

