

Wendens Ambo Parish Council

Minutes of Parish Council Meeting 6th November 2023

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 8.00pm.

Present: Councillors Alan Lovett, Kathryn Butterworth, Simon Rowley

In Attendance: District Councillors Richard Pavitt, Neil Gregory, four members of the public and the Clerk Jane Rolfe

11/23/01	Election of Chair The Chair's role is being assigned on a rolling basis between Parish Councillors. Simon Rowley was appointed Chair for tonight's meeting.
11/23/02	Apologies For Absence Apologies were received, and accepted, from Cllrs Sam Slota-Newson, Chris Howitt and County Cllr Paul Gadd.
11/23/03	Recruitment of Councillors James Stewart Reid (known as Stewart) was co-opted and welcomed to the parish Council. He signed the 'Declaration of Acceptance of Office' which was also signed by the clerk.
11/23/04	Declarations Of Interests None
11/23/05	Public Participation i)A member of the public asked if the Boxing-Day treasure hunt will take place this year. Cllr Butterworth confirmed that this event will go ahead as usual. ii)A member of the public drew attention to the fact that someone has been camping on the Wick, a tent has been in situ since the weekend. Cllr Butterworth offered to write a letter and deliver it to the individual/s involved. If there is no response to the letter, then the police will be contacted. iii) The 'Rookery Lane' wooden signpost has come down (at junction with Duck Street). The post is rotten due to age. It could possibly be salvaged. Cllr Butterworth/Cllr Reid to investigate. iv)A member of the public asked whether the Parish Council would consider running a training course for defibrillator use. Cllr Reid to investigate who can carry out the course. Clerk to investigate whether East Cambridgeshire Ambulance Service offers this type of training.
11/23/06	County Councillor's Report Councillor Gadd's report was read by the clerk. It included the following: i)A £500 application from ECC's Locality Fund has been approved to fund new cricket covers for the cricket club. ii)Cllr Gadd's second tranche of 18 potholes will be open between 13 th – 24 th November. He asked that location, reference number from when it was first reported and at least 2 photos are included when contacting him. If it has not already been reported, this should be done first at Tell us – Essex County Council (essexhighways.org) . iii)Please see Cllr Gadd's report on ECC matters, attached as appendix 1.
11/23/07	District Councillor's Report Cllr Pavitt advised that the Local Plan is out for consultation and asked that everyone finds time to look at it. A promise has been made by UDC to respond to every single point raised in the consultation process. A member of the public asked about the status of the council's finances; Cllr Gregory confirmed that the council's finances are generally healthy.
11/23/08	Previous Minutes Councillors agreed the minutes of the October Parish Council meeting as a true and accurate record of proceedings and Simon Rowley signed the minutes.
11/23/09	Planning i) Reference UTT/23/2575/FUL Alternative Reference PP-12465895 Application Received Thu 12 Oct 2023 Application Validated Wed 18 Oct 2023 Address Cricket Willow Field Sparrows End London Road Newport Essex Proposal Erection of 10 no. dwellings with garages and storage buildings (including 4 no. affordable homes) with access off London Road, sustainable drainage system and 2 no. wildlife areas. Status Awaiting decision District Cllr Pavitt advised that residents should make their own representation regarding this application. As there are 'ten or more houses' involved, he felt confident that the application will go to the Planning Committee. Cllr Pavitt also advised that Wendens Ambo Parish Council should make representation. The deadline for comments to UDC is 16/11/2023.

	<p>The Parish Council will object to this application and observations made by members of the public will be taken into account when the comments are drafted. Councillors will hold a meeting before the deadline to draft comments which will be submitted to UDC.</p> <p>Cllr Pavitt advised that a parish councillor should register to speak at the planning meeting which is likely to take place in the second week in January.</p> <p>i)Reference UTT/23/2637/HHF Alternative Reference PP-12541707 Application Received Thu 19 Oct 2023 Application Validated Thu 19 Oct 2023 Address 3 Church Path Church Street Wendens Ambo Essex CB11 4JZ Proposal Removing existing chimney pot, raising brick chimney to 1200mm above the thatched ridge and adding a 600mm high clay pot. Status Awaiting decision <u>Councillors had no objection to this application</u></p> <p>iii)Reference UTT/23/2638/LB Alternative Reference PP-12541707 mn Application Received Thu 19 Oct 2023 Application Validated Thu 19 Oct 2023 Address 3 Church Path Church Street Wendens Ambo Essex CB11 4JZ Proposal Removing existing chimney pot, raising brick chimney to 1200mm above the thatched ridge and adding a 600mm high clay pot. Status Awaiting decision <u>Councillors had no objection to this application</u></p> <p><i>District Cllrs Neil Gregory and Richard Pavitt left the meeting</i></p>
11/23/10	<p>Matters Arising</p> <p>i) Clerk to establish correct procedures for naming members of the public in meeting minutes. <i>It was ascertained that it is generally best practice to refer to non-council members who raise questions at meetings as 'member of the public'. If someone specifically asks to be mentioned by name, there are no particular issues about GDPR.</i></p> <p>ii)Cllr Lovett to write to Newport Parish Council re: housing site allocations. <i>Completed</i></p> <p>iii)Clerk to update PC website with updated Freedom of Information Policy. <i>Completed</i></p> <p>iv)Clerk to place PC correspondence address in parish magazine. <i>Completed</i></p>
11/23/11	<p>Clerk's Report</p> <p>The clerk reported that:</p> <p>i) The website was updated with minutes from the October meeting.</p> <p>i) The website was updated with the recently reviewed Freedom of Information Policy.</p> <p>iii)The Parish Council's address for communication was inserted into the Village magazine.</p> <p>iv)Peter Knight was contacted for a quotation to repair the gate posts at the Wick. No one was available to meet with him on Friday, 3rd November. This will be re-arranged.</p>
11/23/12	<p>Financial Report</p> <p>i)The following invoices were approved for payment: Topsource Worldwide (UK) Ltd - monthly payroll £19.37 Wendens Ambo Village Hall - hall hire £40.00 J Rolfe - clerk's salary Oct 2023 (£86.80 PAYE to pay) £347.60 J Rolfe - clerk's expenses Oct 2023 £18.07 Hardy Landscapes - grass cutting x 1 in Sept 2023 £198.31</p> <p>ii)A budget monitoring report was examined showing expenditure and income to date for the financial year 2023/24. It was agreed that the budget looks healthy and that most areas are approximately 50% spent which is expected at this time of year. The figures are slightly skewed by the fact that the planned bus shelter replacement has not yet gone ahead.</p>
11/23/13	<p>Roles and Responsibilities of Councillors</p> <p>This item was postponed to subsequent meeting. It was agreed that Councillors will meet up to discuss.</p>
11/23/14	<p>Football Goals on the Wick</p> <p>Cllr Katherine Butterworth reported that the goalposts have been repaired. It was discussed that the Community Payback Project may then be able to sand and paint them. Clerk to contact Community Payback Project.</p>
11/23/15	<p>Update on Replacement Bus Shelter</p>

	The clerk explained that she had received an offer from Prism (a contractor used by Zurich Insurance) to the sum of £5,395 less policy excess of £250, giving a total of £5,145. It was agreed, in principle, to accept settlement from Prism and research the type of bus shelter that can be obtained for this amount.
11/23/16	Roadmarkings at Mini-Roundabout near Station, and at Duck Street and Rookery Lane Cllr Lovett had summarised what was required in the village and passed his findings to Cllr Butterworth to digitalise in map form.
11/23/17	Damaged Posts at the Wick No meeting was able to be arranged for a quotation for this work. The clerk will contact Peter Knight and Cllr Reid will meet with him.
11/23/18	Recruitment for Vacancies James Stewart Reid was co-opted (see item 11/23/03). It was decided that the Parish Council would continue to advertise for new councillors.
11/23/19	Update on Purchase of Wick Glebeland As Cllr Slota-Newson has chased diocese and received no response. He will continue to pursue.
11/23/20	Youth Club Fund Parents and children in the village were asked by Cllr Butterworth if a bicycle rack is desired. Children unanimously voted for a basket ball hoop to be purchased with the Youth Club Fund. Cllr Rowley thinks that grants may be available for Sports Provision from UDC, this will be investigated.
11/23/21	Footpath Right of Way Cllr Butterworth explained that six families are happy to complete the form required for submission to register the nominated path as a right of way.
11/23/22	Community Payback Project Jobs were discussed for this project. Some tasks had been identified for the church grounds as well as painting of the goal posts and cleaning of play equipment on the Wick. The clerk will send a list of jobs to the project co-ordinator and will liaise a date with her for the work to be carried out.
11/23/23	Enquiries, Complaints and Correspondence i) A member of the public asked if the Parish Council wants to be mentioned in the Church Christmas card again this year. Councillors agreed to this. ii) A member of the public asked if the PC flagpole could be used on Remembrance Sunday. Councillors agreed to this. iii) The clerk had received correspondence which stated that a tree survey is being carried out by Littlebury Parish Council, and asked if Wendens Ambo PC would consider this. It was discussed that the trees on the Wick and Jubilee Woods are open to the public and need to be safe. It was suggested by a member of the public that the PC obtains a Tree Preservation Order list. Councillors said that this can be looked up on the website. Cllrs will consider carrying out a tree survey at a subsequent meeting.
11/23/24	Matters to be raised for Next Meeting's Agenda Update on Footpath Right of Way. Tree Survey Update on Purchase of Glebeland at the Wick Update on Replacement Bus Shelter Update on Community Payback Project
11/23/25	Meeting Actions i) Clerk to contact Peter Knight to re-arrange visit to the Wick to supply a quotation for repair of gate posts. ii) Clerk to contact Falcon re hedge trimming at the Wick. ii) Clerk to contact Community Payback Project to liaise date for work to be carried out. iii) Clerk to contact East Cambridgeshire Ambulance Service regarding defibrillator training. iv) Cllr Butterworth to prepare digitalised map of road markings for the village v) Replacement bus shelters to be researched
	The meeting closed at 9.55pm

The next Parish Council Meeting will be held on 4th December 2023 at 8.00pm, in Wendens Ambo Village Hall.

