

GREAT WILBRAHAM PARISH COUNCIL

Parish Clerk – Mrs Natalie Mulvey

18 Orchard Road, Melbourn, Nr Royston, SG8 6HL

Tel: 07887 813702 Email: clerkGW@wilbrahams.co.uk

Parish Chairman – Mr Stephen Bartlett

14 High Street, Great Wilbraham, Cambridge, CB21 5JD

Tel: 01223 881096 Email: chairGW@wilbrahams.co.uk

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AGENDA

Notice of full meeting: Full Council

Time: 7.30pm

Date: Thursday 21st May 2020

All members of the Council are hereby summoned to attend **via video conference** due to COVID-19 pandemic, for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83236107985?pwd=QmJ0Z2ZnL2x5Zl03eG5sVmNTNHl0dz09>

Meeting ID: 832 3610 7985

Password: 971057

The meeting is open to the public (including press).

Mrs Natalie Mulvey – Clerk to Parish Council
14th May 2019

Members: 6 Quorum: 3

20-21/1 To receive and approve apologies for absence

20-21/2 Declarations of interest and dispensations

(a) To receive declarations of interest from councillors on items on the agenda

(b) To receive written requests for dispensations for disclosable pecuniary interests

(c) To grant any requests for dispensation as appropriate

20-21/3 Open Forum for Public Participation (10mins)

At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

20-21/4 To sign and approve minutes of the meetings held on 19th March 2020 and 16th April 2020.

20-21/5 Review of Standing Orders, Financial Regulations and Publication Scheme

20-21/6 Model code of conduct and review Members' Register of Disclosable Pecuniary Interests –

Members to consider any changes to their register of interests.

20-21/7 Matters arising / Chairman's correspondence / Clerk's report – For information only – Green bins.

20-21/8 Finance

Total funds as of 28th April: £76,623.14 This includes S106 funds: £1,918.73

Current account balance: £63,591.37 Savings account: £13,031.77

(a) Approval of accounts for 2019/2020 – Members to approve income and expenditure for 2019/2020, summary of receipts and payments and internal accounts (including list of assets).

(b) External audit form – Members to approve accounts and respond to Governance statements.

(c) Review of banking arrangements – Members to discuss whether the current accounts are

used satisfactorily.

(d) Review of systems of internal control – Members to discuss whether the systems of internal control are sufficient.

(e) To approve payments of:

i)	Natalie Mulvey – Clerk Salary March	£285.90
ii)	Clerk Salary – Inland Revenue March & April	£209.00
iii)	Natalie Mulvey – Clerk Salary April	£550.10
iv)	Watchthedot – Wilbrahams.co.uk (31/03/20 – 30/03/21)	£63.00
v)	Unity Trust Bank Charges – Jan, Feb & Mar	£18.00
vi)	Wilbrahams Memorial Hall January – March	£45.00
vii)	ICCM – Membership to 2020-2021	£95.00
viii)	SLCC Membership 2020-2021	£109.00
ix)	Burwell Print 20203 – Winter edition	£399.78
x)	Burwell Print 20379 – Spring edition	£399.78
xi)	BHIB Insurance - LCO00621-360863 01/06/20 – 31/05/21	£714.35

(f) To report payments received:

i)	M Evans – Warbler receipt	£64.00
ii)	J Baysham – Warbler receipt	£172.00
iii)	Parker – Warbler receipt	£16.00
iv)	McCubbin – Warbler receipt	£64.00
v)	Michael B – Warbler receipt	£43.00
vi)	Woodland Wishes – Warbler receipt	£108.00
vii)	PA J J A B A SW – Warbler receipt	£27.00
viii)	Colours of Dance – Warbler receipt	£81.00
ix)	Andys Test Centre – Warbler receipt	£108.00
x)	J & J Drake Ltd – Warbler receipt	£108.00
xi)	Fisher Carpets – Warbler receipt	£81.00
xii)	Bottisham – Warbler receipt	£43.00
xiii)	Chapel Dental – Warbler receipt	£108.00
xiv)	SCDC Precept 20/21a	£7,187.50
xv)	Hayns S – Warbler receipt	£108.00
xvi)	Colour Fence – Warbler receipt	£172.00
xvii)	SCDC Precept 20/21b	£7,187.50

(g) To receive funding and expenditure requests

(h) Minutes of Finance Committee Meeting 7th May – For information only

20-21/9

Parish Lands, Assets & Environment

(a) Re-affirm Parish Lands

**Annual Rent
2019/2020**

Brimstone Fen 10.50 acres	£736.47
Public Acre Field 1.00 acres	£10.00
Parish Cemetery (Orchard) 0.75 acres	£0.00
Gravel Pit 2.38 acres	£157.00
Chalk Pit 1.8 acres	£0.00
Gt Wilbraham Common 57.5 acres	£0.00
Parish Allotments 0.5 acres (full plot £18(4) & half plot £10 (4))	£124.00
Amenity Area 0.33 (Temple End/Angle End)	£0.00

(b) Parish asset inspection report / health & safety report

(c) Parish grass and verge cutting arrangements

20-21/10

Planning and Tree Applications

(a) Planning applications – For information only

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|------|-----------------|--|--|
| i) | 20/01337/HFUL | 2 Frog End Great
Wilbraham CB21 5JB | Single storey front and rear extensions |
| | | - SCDC Permission granted 5 th May 2020 | |
| ii) | S/1221/19/COND4 | 24 Temple End, Great
Wilbraham, CB21 5JF | Condition 4 – sample of the approved Sarnafil roofing |
| iii) | S/3494/19 | 10 High Street, Great
Wilbraham,
Cambridge | Condition 3 - Details of how the listed building will be protected during on site works.
Condition 4 - Drawings showing the pad foundations.
Condition 5 - Detailed section drawings showing how flat roof to the extension will intersect with the existing roofs.
Condition 6 - Details of external materials.
Condition 7 - Details and samples of the reclaimed claf roof tiles.
Condition 8 - Details of all new internal floor, wall and ceiling finishes.
Condition 9 - Details of all new and replacement windows and doors.
Condition 10 - Assessment of the significance and condition of the stairs and full details including drawings and materials of the proposed replacement.
Condition 11 - Plan and elevation drawings showing details of the location of all pipework, vents and flues with regards to the relocation of the kitchen. |

(c) Tree Applications (to undertake work on trees situated in a conservation area)

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|----|--------------|---|---|
| i) | 20/1309/TTCA | 22 Angle End Great
Wilbraham Cambridge | For works to trees in a conservation area |
|----|--------------|---|---|

20-21/11 To discuss highways including Local Highway Initiative

20-21/12 To discuss Integrated Water Management Study (Greater Cambridge Local Plan)

20-21/13 To review and approve a risk management and staff grievance policy.

20-21/14 Current actions outstanding

20-21/15 Matters for future consideration

20-21/16 Proposed dates and venue of next meetings

18th June 2020, 16th July 2020, 17th September 2020, 19th November 2020, 21st January 2021, 18th March 2021, 22nd April (APM Annual Parish Meeting) and 20th May (Annual Parish Council Meeting)

20-21/17 **Agenda items for next meeting**

Any business and payments, to be considered at the Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.