

# Great Wilbraham Parish Council

## Minutes of the Annual Meeting of Great Wilbraham Parish Council

Held Thursday 16<sup>th</sup> July 2020 7.30pm via video conference

- Present:** Stephen Bartlett (Chair), Sally Ramus, Roddy Tippen and Claire Jackman  
District Councillors Claire Daunton & Graham Cone and County Councillor John Williams  
The Clerk, Natalie Mulvey was in attendance. Twelve members of the public.
- 20-21/24** **To receive and approve apologies for absence** - Apologies had been received from C Hanson and F Phippen which were accepted.
- 20-21/25** **Declarations of interest and dispensations**  
**(a)** To receive declarations of interest from councillors on items on the agenda – None  
**(b)** To receive written requests for dispensations for disclosable pecuniary interests – None  
**(c)** To grant any requests for dispensation as appropriate – None
- 20-21/26** **Open Forum for Public Participation (10mins)** – None
- 20-21/27** **To sign and approve minutes** - Minutes of the meeting held on 21<sup>st</sup> May 2020 were proposed by S Ramus, seconded R Tippen and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. Minutes of the meeting held on 11<sup>th</sup> June 2020 were proposed by C Jackman, seconded by S Ramus and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. .
- 20-21/28** **Matters arising / Chairman’s correspondence / Clerk’s report** – The clerk advised all correspondence or matters arising will be covered later in the meeting
- 20-21/29** **To discuss Parish Council vacancies and co-option** – The Clerk advised there remained one vacancy on the Parish Council and asked anyone interested to contact her.
- 20-21/30** **County & District Councillors Report & Questions (Postponed to later in the meeting, due to the late arrival of District and County Councillors)**
- 20-21/31** **To discuss cycle path** – S Bartlett explained that although both residents and the Parish Council supported the concept of a cycle path this is a long-term project which would rely on years of campaigning to secure the support and funding. It is understood that if the Greater Cambridge Partnership received a second tranche of funding smaller, further out, villages would be looked at to see whether they would be suitable for a cycleway. S Bartlett reported that contact had been received from Cambridgeshire County Council regarding the proposed road closure of Wilbraham Road. The contact had been received following an online campaign being run by Camcycle to assist in securing recent government grant money to assist with improving cycling as part of the COVID19 response. LW&SMB Parish Councillor R McCubbin had submitted a proposal to convert Wilbraham Road between Little Wilbraham and Bottisham to a one-way road (north east bound) and use the south-west bound carriageway as a cycle path.  
*Meeting closed 7.48pm*  
S Bartlett introduced R McCubbin who explained the proposal and members of public were invited to ask questions. A full discussion took place on the proposal and the possible options.  
*Meeting opened 8.10pm*  
Members stated that although they were disappointed not to have been informed that the proposal had been submitted, agreed that they supported the trial and were looking forward to seeing how well it works.
- 20-21/32** **To discuss traffic calming / highways matters including speed awareness device and campaign** – M Smith was continuing the work on the LHI application and it was hoped that the closing date for applications will be confirmed soon.

**20-21/33 To discuss re-siting Cambridge Wastewater plant** – Members discussed the consultation for the relocation of the Water Treatment Plant from the current site along the A14 to a site to the north. Three broad areas are currently under discussion: one in this Ward and two in the neighbouring Ward of Milton and Waterbeach. The consultation opened on 7<sup>th</sup> July. Anglian Water will visit the Parish if requested.

**20-21/34 To discuss annual parish inspection report** – The Clerk was asked to contact the editors of the previous report to see if they would be willing to help again this year.

ACTION: CLERK

**20-21/35 Planning and tree applications**

**(a) Planning applications**

- i) 20/02527/HFUL 2, Butt Lane, Great Wilbraham, Cambridge, CB21 5JE Single storey rear extension replacing an existing conservatory, a single storey detached outbuilding and a new front entrance porch replacing an existing canopy

Members discussed the application highlighting that the extension appears to extend beyond the permitted development line and encroaches into garden classified land (the larger area of their garden is in green belt). S Ramus advised that near neighbours had been contacted and they did not have any objections but had asked that during the construction the applicant be considerate to neighbours.

Members unanimously agreed to OBJECT to the planning application with the following comments.

As the rebuild of the proposed new conservatory goes well beyond the permitted development line, they cannot support this application as it stands, and recommend refusal.

Note: if the new conservatory is kept within the development line (i.e. in line with the current brick-built lounge) then this may be acceptable.

**(b) Results of planning applications** – for information only

- i) 20/01517/S73 Land North Of Wilbraham Chalk Pit Mill Road Great Wilbraham Cambridgeshire Variation of condition 2 (Land use) pursuant to planning permission S/0939/16/VC to amend the wording to read "The development, hereby permitted, shall be removed and the land restored to its former condition or to a condition to be agreed in writing by the Local Planning Authority on or before 40 years of the date of first electricity export in accordance with a scheme of work submitted to and approved in writing by the Local Planning Authority"

- Approved 16<sup>th</sup> June 2020

**(c) Withdrawal of planning applications** – for information only

- i) 20/01337/HFUL 2 Frog End Great Wilbraham CB21 5JB Single storey front and rear extensions

- Withdrawn 7<sup>th</sup> May 2020

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

- i) 20/1475/TTPO 23 High Street Great Wilbraham CB21 5JD Walnut at side of house crown reduce spread on all sides by 3-3.5m crown reduce height by 4m to shape and balance remove deadwood throughout canopy reasons - tree too large for available space, heavily overhangs thatched roof causing issues with damp

Members agreed a NO OBJECTION recommendation for the tree application.

- ii) 20/1566/TTCA 37 Church Street T1 hazelnut tree bordering the roadside and  
Great Wilbraham garden gate to reduce back overhanging  
CB21 5JQ branches that lean over the thatch roof on  
building side only by 2m all to suitable growth  
points to. Prevent any damage caused by leaves  
and rubbing limbs.

Members agreed a NO OBJECTION recommendation for the tree application.

- (e) **To discuss a boundary dispute in Frog End** – S Bartlett summarised a boundary dispute in Frog End.

*Meeting closed 8.33pm*

Residents discussed the issue and their disappointment on the lack of support from the Parish Council in response to their complaint. S Bartlett explained that the Parish Council could not assist in a neighbour dispute but as the land belonged to the estate suggested they raise any concerns with them.

*Meeting opened 9.01pm*

20-21/36

**Finance**

<b>Total funds as of 30<sup>th</sup> June:</b>	£74,172.01	<b>This includes S106 funds:</b>	£2,918.73
<b>Current account balance:</b>	£61,140.24	<b>Savings account:</b>	£13,031.77

- (a) **To review Parish Council calendar** – The clerk confirmed it was up to date.  
 (b) **To review internal audit report** – The clerk confirmed the internal audit had been completed and the annual return would be submitted to the external auditor.

ACTION: CLERK

- (c) **To approve payments of:**

i)	Unity Trust Bank Charges - April, May & June	£18.00
ii)	Natalie Mulvey – Clerk Salary May	£285.90
iii)	Clerk Salary – Inland Revenue May & June	£143.00
iv)	Natalie Mulvey – Clerk Salary June	£286.10
v)	SLCC Invoice 131877 – Website Accessibility	£144.00
vi)	Natalie Mulvey – Office expenses	£259.87
vii)	CGM Invoice 229571	£175.49
viii)	CGM Invoice 229814	£351.28
ix)	CGM Invoice 230625	£407.59
x)	CGM Invoice 231157	£339.66
xi)	SLCC Website Accessibility Training – 131877	£144.00
xii)	Watchthedot support – 4490	£25.00

It was proposed by S Ramus, seconded C Jackman and it was unanimously, RESOLVED, that subject to inspection of the original invoices by R Tippen, to approve the payments as listed.

- (d) **To receive funding and expenditure requests** – The Clerk advised that a funding request had been received from the Parochial Church Council for the replacement of a public tap found just inside the church gate. S Bartlett reminded members of NALC guidance restricting granting funds to Churches. Members agreed to refuse the application, with two votes against, one in support and one abstention. A resident requested the Clerk write to the applicant clearly explaining the reasons for the refusal.

ACTION: CLERK

- (e) **To agree Parish land and allotment rents for 2020-2021** - It was proposed by R Tippen, seconded by S Bartlett, and unanimously RESOLVED that charges remain the same for 2020 - 2021.

ACTION: CLERK

20-21/37

**Reports from working parties**

- (a) **Memorial Hall** – S Ramus advised that the playground had been reopened and the Memorial Hall were looking to take bookings for the main hall, provided hirers adhered to additional COVID-19 procedures.
- (b) **Parish Cemetery** – S Bartlett advised there was nothing to report other than the Orchard was looking lovely and there were plenty of apples growing.
- (c) **Community Cohesion & Well-being** – Warbler Editor recognition - S Bartlett reported a resident had requested that some form of recognition be given the editors of the Warbler for all their efforts in producing a great publication. All agreed a letter should be written thanking them for possible inclusion in the next magazine. The Clerk had circulated a proposed Vision for the Villages All Age Gardening Project from the Well-brahams. S Bartlett agreed to meet with the group to ensure the Parish Council had a full understanding of the areas of the village wished to plant.

**20-21/38 To discuss Website Accessibility Publication regulations** – The Clerk advised that she had attended a workshop on the new requirements and would circulate more information. She reported that the current site would need considerable work to ensure the new requirements are met.

ACTION: CLERK

*S Bartlett left the meeting at 9.38pm, S Ramus took the role as Chair*

**20-21/30 County & District Councillors Report & Questions (Postponed from earlier in the meeting, due to the late arrival of District and County Councillors)**

- (a) District Councillors Report – Cllr G Cone provided a full written report; a copy will be added to the Wilbrahams website. Cllr C Daunton provided a full written report; a copy will be added to the Wilbrahams website.  
G Cone highlighted the virtual online road trip to allow people to have their say on the shortlist of options that are being considered for the Cambridge to Ely stretch of the A10. He also reported additional funding awarded to charities support domestic abuse victims in Cambridgeshire.  
C Daunton advised that following requests from residents, a few trees in Church Close will be examined with a view to pruning or replacing. In addition, early work on plans for refurbishment of parking spaces and fencing will be restarted.
- (b) County Councillors Report - Cllr J Williams provided a full written report; a copy will be added to the Wilbrahams website. J Williams explained the background on the proposal submitted for funding to support a pop-up cycle path scheme which has the potential to be made permanent. He believed this is the chance for the Wilbrahams to try a safe cycling route to the A1303 as well as the facilities in Bottisham village including the bus service to Cambridge. He also confirmed the Stagecoach bus is returning on the 26 July, but will be an extension of the Newmarket Park and Ride service. The morning journey to Cambridge and the return evening journey will be timed about 30 minutes earlier than before.

**20-21/39 Current actions outstanding** – Website accessibility

**20-21/40 Matters for future consideration** – None

**20-21/41 Dates of next meetings**

17<sup>th</sup> September 2020, 19<sup>th</sup> November 2020, 21<sup>st</sup> January 2021, 18<sup>th</sup> March 2021, 22<sup>nd</sup> April (APM Annual Parish Meeting) and 20<sup>th</sup> May (Annual Parish Council Meeting)

**20-21/42 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.

There being no further business the meeting closed at 10.14pm.