

MINUTES OF GREAT WILBRAHAM PARISH COUNCIL

MEETING NUMBER 22

Held at Wilbraham's Memorial Hall on 14th May 2024.

Present: Councillor Hilary Burton (HB); Councillor Dave Crowther (DC); Councillor James Harmer (JH); Councillor Jens Kolind (JK); Councillor Andy Martin (AM); Councillor Chris Page (CP); Councillor Rob White (RW).

One member of the public

In attendance: County Councillor Claire Daunton; District Councillor John Williams

Apologies for absence: District Councillor Graham Cone, Mrs Sam Chambers-Turner (Clerk to the Parish Council)

Members: 7 Quorum 3

Meeting opened at 7.30pm

355. ELECTION OF CHAIRMAN

Councillor Burton was re-elected as Chairman. The vote, proposed by Councillor Kolind and seconded by Councillor Harmer, was unanimous. Councillor Burton proposed that the numbering of items on the agenda be corrected. The resolution was seconded by Councillor Harmer and was agreed unanimously.

356. ELECTION OF VICE CHAIRMAN

Councillor Page was re-elected as Vice Chairman, proposed by Councillor Kolind and seconded by Councillor Harmer. Councillor White was also elected as a Vice Chairman, proposed by Councillor Kolind and seconded by Councillor Harmer. Both votes were unanimous.

357. APOLOGIES FOR ABSENCE

Mrs Sam Chambers-Turner had given her apologies to the Chairman, as she was unable to attend the meeting.

358. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATION

Nil

359. OPEN FORUM FOR PUBLIC PARTICIPATION

There were no comments or questions from the sole member of the public present.

360. APPROVAL OF THE MINUTES PREVIOUS MEETINGS

- a. The minutes of Meeting 20 (27th February 2024) were recommended for approval. Proposed by Councillor Martin and seconded by Councillor White. There was unanimous agreement.

- b. The minutes of Meeting 21 (4th April 2024) were recommended for approval. Proposed by Councillor White, seconded by Councillor Page. There was unanimous agreement. There were no matters arising from either of the meetings' minutes.

361. DISTRICT AND COUNTY REPORTS

- a. **County Councillor's Report.** Councillor Daunton spoke about the 20mph limit, explaining how the County Council were reviewing how they were going to take the final decision. She reported on the progress that had been made by the School regarding the pedestrian crossing and updated the Council about forthcoming road closures linked to the installation of gas pipes, and repairs to drains and verges.
- b. **District Councillor's Report.** Councillor Williams spoke about grants available to Parish Councils to improve allotments, and about the proposal to establish a new bus route through the Wilbrahams. Councillors Burton and Kolind urged Councillors Daunton and Williams to support this initiative which would, if agreed, have a positive effect on many local residents.

362. MATTERS ARISING FROM CHAIRMAN'S, COUNCILLORS' AND CLERK'S REPORTS, INCLUDING CORRESPONDENCE RECEIVED

- a. The Council had received correspondence from a resident regarding large trees, situated on Council land, in Temple End. It was agreed that Councillors White, Martin and Crowther would consult the Tree Warden and revert back with recommendations.
- b. A resident had written to the Council about the state of the bus shelter. It was asserted that, amongst others, staff and customers of the Carpenters Arms use the shelter as a smoking area. It was decided that Councillor Crowther would speak to the Manager about establishing a designated smoking area on the Pub's land.

363. FINANCES, INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a. **Proposal: To Approve Bank Reconciliations for March and April 2024.** Proposed by Councillor Page and seconded by Councillor Kolind, this was agreed unanimously.
- b. **To note Receipts.** No receipts were presented.
- c. **Proposal: To approve the Year End Figures for 2023/2024, and sign the Annual Governance and Accountability Return.** Proposed by Councillor Burton and seconded by Councillor White, unanimous approval was given. The Council expressed their thanks to the Clerk for her work on the Accounts and the Annual Return.
- d. **Proposal: To approve the Asset Register for 2024.** Proposed by Councillor Burton and seconded by Councillor White, the Asset Register was approved, unanimously.
- e. **Proposal: To Approve Payment of May 2024 Accounts.** Proposed by Councillor Burton and seconded by Councillor White, the payment of the May accounts was approved, unanimously.

364. POLICIES. Proposal: To adopt the Standing Orders, Financial Regulations and Publication Scheme for 2024. It was proposed by Councillor White and

seconded by Councillor Harmer that the Standing Orders, Financial Regulations and Publication Scheme for 2024 be adopted. There was unanimous agreement.

365. COMMITTEES AND WORKING GROUPS

a. Proposal: To allocate membership to Committees and Working Groups.

The following was decided:

I. Committees

1. **Finance.** Chair HB; Members RW and CP
2. **Planning.** Chair RW; Members HB, CP, JK and DC
3. **Highways, Transport and Cycleways (HTC).** Chair CP; Members HB and AM; nominee for co-option invited from both the TWG and LWSMBPC
4. **Environment and Biodiversity.** Chair RW; Members TBC; Nigel Start (Tree Warden)

II. Working Groups

1. **Village and Community.** AM (Chair); Members DC, JH and NS
2. **Policy.** HB and CP
3. **Communications and IT.** JH and JK; representatives from Warbler, Wilbrahams Website; involvement sought from IT professional(s) resident in the village
4. **Cemetery and Orchard.** HB (Chair); Members AM, DC and RW; Nigel Start, Tony Goryn and a representative from The Wellbrahams

b. Parish Council Representation on Village Groups. The following Council members were appointed to liaise with village groups and other organisations:

- I. **Memorial Hall Committee.** CP (Lead representative) and JK (Youth matters)
- II. **Wellbrahams.** HB and JH
- III. **Common Rights Holders.** CP and JH
- IV. **GW Primary Academy.** CP
- V. **LWSMBPC.** HB

c. Proposal: To consider Terms of Reference for each Committee and Working Group.

- I. The draft TOR tabled at the meeting, for the HTC Committee, was discussed and a number of amendments were proposed. It was agreed that Councillor Page would submit a revised version for approval at the next meeting.
- II. The Lead Councillor for each committee/working group was asked to draft terms of reference for approval at the next Council meeting.

366. ORCHARD/CEMETERY

a. Update. It was agreed that the Council would make improvement to the Orchard and Cemetery a priority in the months ahead.

b. Proposal: To form a working group to investigate methods for reducing the run-off from the ditch into the Orchard. This was agreed. Minute 365 a. II 4 above refers.

367. ANNUAL PARISH MEETING

- a. Councillor Burton stated that the APM had been well attended and that the outcome was very positive.
- b. Following a verbal presentation at the APM by the Editor of the Warbler, the Council had received a written report. The Councillors expressed their thanks to Martin Gienke, who will step down after the final 2024 edition is published, for his work on the magazine over the past 15 years.

368. MEMORIAL HALL

- a. Councillor Page reported on the work of the Memorial Hall Committee including progress towards the acquisition of solar panels, the ‘Hundred Club’, strimming edges on the Play Park and Recreation Ground, and the acceptance of the King’s Portrait.
- b. Councillor Burton reported on the meeting that Councillors had had with Trustees to develop greater understanding of the original construct that established the Committee as an independent entity. She expressed gratitude, on behalf of the Council, for the Committee members’ cooperation.

369. PLANNING MATTERS. Planning application 24/01511/PRIOR. Dutch Barn, Upper Heath Farm, Mill Road, Great Wilbraham. Change of use of a building from agricultural use to flexible commercial use falling within Class B8 and E(g) (iii).

- a. The Council considered the application and decided that they had no comments on or objections to the proposal. Councillor White undertook to register the Council’s response on the Planning website.

370. AGENDA ITEMS FOR THE NEXT MEETING

It was decided that an extraordinary meeting would take place on 28th May to consider a number of planning applications.

371. ANY OTHER BUSINESS

It was resolved that, with a number of residents failing to maintain hedges so that both pathways and signage are unobstructed, those responsible would be written to and advised to either cut back foliage themselves or pay for the Council to have the work done. Councillor Crowther would provide the Clerk with the wording used by the County Council’s Highways Department.

372. DATES OF NEXT MEETINGS.

- a. 5.30pm 28th May: Full Parish Council (Wilbrahams’ Memorial Hall) – Consideration of Planning applications
- b. 9th July 2024: Full Parish Council (Wilbrahams’ Memorial Hall)

The Meeting closed at 9.40pm