

MINUTES OF GREAT WILBRAHAM PARISH COUNCIL

MEETING NUMBER 30

Held at Wilbraham's Memorial Hall on 13th May 2025.

Present: Councillor Hilary Burton; Councillor Andy Martin; Councillor Rob White; Councillor James Harmer.

In attendance: County Councillor Matthew Morgan

Members of the public: 4

Members: 7 (2 vacancies) Quorum 3

Clerk: Mrs S Chambers-Turner

Meeting opened at 7.30 pm

464. TO ELECT A CHAIRMAN AND SIGN ACCEPTANCE OF OFFICE

It was proposed by Councillor Martin, seconded by Councillor Harmer, and resolved that Councillor Burton be elected as Chairman of Great Wilbraham Parish Council. Councillor Burton duly signed the Acceptance of Office.

465. TO ELECT A VICE CHAIRMAN AND SIGN ACCEPTANCE OF OFFICE

It was proposed by Councillor Burton, seconded by Councillor Martin, and resolved that Councillors Page and White be elected as Vice Chairmen of Great Wilbraham Parish Council. Councillor White duly signed the Acceptance of Office; Councillor Page will send the Acceptance of Office before the next meeting.

466. APOLOGIES FOR ABSENCE

Councillor Chris Page.

467. MEMBERS' DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None.

468. OPEN FORUM FOR PUBLIC PARTICIPATION

No members of the public raised any points.

469. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Councillor Harmer, seconded by Councillor White and resolved that the minutes of Meeting 29, held on 11th March 2025, be signed as a true record.

470. DISTRICT AND COUNTY REPORTS

Councillors Williams, Hofman, Morgan & Cone provided reports that were circulated to the Council in advance of the meeting and are available on the Parish Council's website. In addition:

- Councillor Morgan introduced himself to the Parish Council as the newly elected County Councillor.

471. MATTERS ARISING/CHAIRMAN, COUNCILLORS AND CLERK REPORTS

- A letter was received about grass cutting.

472. FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a. It was proposed by Councillor Burton, seconded by Councillor Harmer and resolved that the bank reconciliations for March and April 2025 be approved.

b. Receipts

It was noted that Precept payment £25000 , VAT reclaim £1440.11 and Warbler receipts £400 had been received.

c. It was reported that the Financial Year End for 24/25 had now been completed and is awaiting Internal Audit.

d. **It was proposed by Councillor Burton, seconded by Councillor Martin and resolved that the outstanding accounts for May be approved. Action: Clerk to set up payments for authorisation.**

Method	Payee	Item	Net	VAT	Total
BACS	S Chambers-Turner	Clerk Salary May			Confidential
BACS	C Page	Councillor Expenses	£33.99		£33.99
BACS	Joshua Tree	Tree Works	£1515.00	£303.00	£1818.00
BACS	Rialtas	Accounting Software	£203.00	£40.60	£243.60

473. CO-OPTION

The Parish Council reported that an individual had come forward to be considered for Co-option. It was agreed that the co-option would take place at the next Parish Council meeting.

474. PLANNING MATTERS

Planning Applications

25/01813/HFUL 41 Church Street Great Wilbraham Cambridgeshire CB21 5JQ. Demolish lean-to conservatory. New two storey rear extension on footprint of conservatory. New / altered window openings. The Parish Council had no comments.

475. REQUEST FROM WELLBRAHAMS

A request was received from the Wellbrahams group to install signage at the front of the Cemetery/Orchard and to have a lectern style display board within the orchard. The Parish Council agreed with the suggested works, but are unclear as to how this would be funded. **Action: Councillor Burton to clarify whether the report is seeking funding and if so for a grant application to be made.**

476. CEMETERY

It was agreed that a meeting date for the Cemetery working group should be arranged by Doodle Poll. It was also discussed about following up with a residents offer to repaint the gate. **Action: Clerk to arrange meeting.** Furthermore, it was reported that there was potentially poisonous hemlock growing in certain areas. **Action: Councillors White, Martin and Nigel Start will be removing it this week.**

477. HIGHWAYS, TRANSPORT & CYCLING

Councillor Page was not present at the meeting but provided an update before the meeting which included:

- Clarification was provided about any proposed works at the triangle, which would be a highways matter, as the Parish Council has not submitted any

application to carry out the works. It has been evaluated by Highways Officers due to safety concerns but it is unclear how much consultation will be had over any proposed changes. The Parish Council also discussed whether near misses are and or can be considered by Highways, the matter will have to be investigated further as currently highways data only includes accidents that have required the use of the emergency services.

- The school crossing was discussed and the Parish Council are expecting proposals from Highways in due course for the current Local Highways Improvement application. This will then form part of the application process which involves presenting to panel as to why Great Wilbraham requires these works and why they should be prioritised over others. Unfortunately, there is no guarantee can be made that any funding would be provided as everyone making an application has to go through the same procedure and there are limited funds available. It is unlikely that any news about the application will be released until September/October 2025.
- The school crossing patrol is currently being advertised on the website, but it was agreed that this may need to be expanded as nobody has currently made contact. The school has now agreed to contribute towards the costs of the afternoon cover as this will have to be privately funded.

478. ENVIRONMENT AND BIODIVERSITY

- Councillor White had carried out an inspection of the benches that the parish council are responsible for and had prepared a specification for works. **It was proposed by Councillor Burton, seconded by Councillor Martin and resolved that a budget of £500-750 be set aside for bench maintenance. Action: Clerk to seek quotations for the works specified.**
- It was discussed that the Parish Council would need to carry out the yearly asset inspection. It was agreed that Councillor White would arrange the dates with the other Councillors.
- Councillor White provided feedback on the recent tree works and reported that a good job had been done. All of the logs have now been removed and the mulch will be used to maintain other trees on Angle End/Benstead End/Temple End. Furthermore, Councillor White reported that the new grass cutting contractor had done a reasonable job although some areas were missed. Councillor White will meet with the contractor on their next visit to clarify the schedule.

479. COMMUNITY MATTERS

- Councillor Burton provided feedback from the Annual Parish Meeting held on 22nd April 2025, which saw 26 residents and representatives from other Parish Councils attend. Sincere thanks was given to County Councillor Claire Daunton for her years of support and help to the Parish Councils in her division. Furthermore, the meeting involved representations from the different working groups & committees of the Parish Council and as well as discussion of key village topics.

- The PC noted the paper submitted by Graham Clarke on behalf of the current tenant of GW PO and Stores- in particular that the lease was set to expire on 5th November 2025 and the tenant did not anticipate renewing this under current arrangements as the shop was loss-making. Village residents Graham Clarke and Nick Toovey had offered to investigate the situation further but had not submitted a paper for the meeting. They had prepared an article for the Warbler, which would raise awareness of the potential loss of the shop and seek views from residents. Nick Toovey suggested that the PC might consider nominating the shop as an 'Asset of Community Value', which, if granted, would give a local group time to come up with a bid if and when it is sold. The Council noted that there had not been a large indication of concern when this matter was raised at the APM. The main interest in it was as a potential meeting place, place for a coffee, and look at the papers. The Council noted that any local group could undertake the nomination for designation as an asset of community value. It does not have to be the PC. The decision was made to revert to residents to take any further action. If a local group was set up, it would be welcome to approach the PC for support.

480. COUNCIL ADMINISTRATION

- **It was proposed by Councillor Burton, seconded by Councillor Martin and resolved that the Standing Orders, Financial Regulations, and Model Publication scheme be adopted for 25/26.**
- It was agreed that the working group membership would remain the same as 2024.
- It was agreed the date for the approval of the Annual Governance and Accountability Return signing could not be arranged until Internal Audit was complete.
- Parish Online have formulated the first draft of Great Wilbraham's Parish Councils website and have released it for review. A working group meeting for Great Wilbraham Parish Council is to be arranged to assess any changes that need to be made before its implementation. Action: Clerk to arrange meeting with Great Wilbraham members of the website working group.

481. AGENDA FOR THE NEXT MEETING

Items for inclusion on next month's agenda to be sent to the Clerk 7 days before the meeting.

482. DATE OF NEXT MEETING

7.30pm, 8th July 2025 at Wilbraham's Memorial Hall.

Meeting closed 9.10pm