

WANSFORD PARISH COUNCIL

www.wansfordvillage.com

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**MINUTES OF THE PARISH COUNCIL MEETING HELD IN
WANSFORD COMMUNITY HALL ON MONDAY, 10 JANUARY 2022 AT 7.30PM**

In attendance:

Cllr John Stannage, Chairman
Cllr Tim Pearson, Vice-Chairman
Cllr Richard Clarke
Cllr Graham Garner
Cllr Martyn Handley
Cllr Vivien Thorley
Cllr Gavin Elsey, Ward Councillor
Mrs Marie Lewis, Clerk

Item No	
22(1)1	Chairman's Welcome
22(1)2	Apologies for Absence None
22(1)3	Declarations of Interest The Chairman reminded councillors of their obligation under the Codes of Conduct to declare personal and pecuniary interest. The Chairman went on to acknowledge that the owner of 4 The Stables, Wansford, had submitted a planning application (for information only), and was a friend of his.
22(1)4	Public Time None
22(1)5	Minutes of the meeting held on 13 December 2021 21(11)19 - Dualling of A47 – Cllr Clarke said that the Minutes on this item were correct as per the last meeting but that he proposed to change a date of one of the meetings under 'Matters Arising'. 21(12)19 – Rotas for Living Villages Cllr Thorley's first name should be spelled as Vivien. 21(12)2 - Apologies for Absence Councillors discussed the apology for absence relating to Cllr Elsey. Cllr Elsey confirmed that he had submitted his apologies for absence prior to the 13 December 2021 meeting, although his email was received later that day. However, at the 13 December meeting the Chairman had asked for Cllr Elsey's apologies of absence to be recorded in the event that he did not attend. Cllr Pearson challenged this. The Chairman proposed that the wording of the apology for absence remain. The proposal was accepted 5 votes to 1. Action: Clerk
22(1)6	Matters arising from the Minutes of 13 December 2021

	<p>21(11)12 Wansford Community Hall The Chairman had received no further correspondence about the lease but a reminder had been sent to Greenwoods (Solicitors). The Chairman informed that WIFI providers normally required the setting up of direct debits which was not possible for the community hall. However, the Chairman proposed that the community hall purchase a 12-month package up front and that payment be made by cheque. The Chairman would progress. Cambridge ACRE had informed the Chairman that there was funding available for the community hall and he would email PCC to progress. The deadline for receipt of applications was 28 February 2022. Action: Cllr Stannage</p>
	<p>21(11)14 Old Leicester Road/A47 Junction A continued discussion took place about the dangers of the Old Leicester Road/A47 junction. The Chairman understood that the junction was listed for action within Peterborough City Council's 3-year programme. Cllr Thorley requested that Cllr Elsey try to progress the improvements needed on this junction. Cllr Elsey suggested that it might be worth writing to North Northants Unitary Authority on this matter although the Chairman responded that this had already been done without success. This matter is on-going.</p>
	<p>21(11)15 Vehicle Activated Speed Sign (VAS) Cllr Clarke informed councillors that the Vehicle Activates Speed Sign (VAS) had been moved from Peterborough Road to the Old Leicester Road. A second VAS had been ordered and delivery was expected on Wednesday, 12 January 2022. Cllr Clarke would test the new VAS and then consideration given to where it is to be mounted. Cllr Thorley suggested that the new VAS be placed near the bridge to slow down traffic crossing the bridge. Cllr Clarke would look into possible sites for the mounting of the VAS near the bridge. The Chairman proposed, and councillors agreed, that this idea be accepted. Stibbington Parish Council would be informed of the mounting of the VAS which would be close to the borderline of the two parishes. Action: Cllr Clarke and Clerk</p>
	<p>21(11)16 Kings Cliffe Industrial Estate Traffic Routing Data has been sent to Nassington PC on traffic travelling along the Kings Cliffe road. Cllr Clarke said that he could provide Nassington PC with further data if needed. It was agreed that a dialogue would continue with Nassington PC and North Northants about traffic to and from Kings Cliffe Industrial Estate. NB: Since the meeting the Parish Clerk of Nassington has indicated that Nassington Parish Council are not actively discussing this issue. They need further information before taking it any further.</p>
	<p>21(11)18 Highways – Declassification (Road Signs) The Chairman reminded councillors that finger posts had been purchased and their delivery was awaited. Cllr Handley informed councillors that he had contacted Leander Architectural to ask for a date and time for their delivery and that this was still to be received. The Chairman reminded councillors that the existing large signs would be removed.</p>
	<p>21(11)19 A47 Dualling Cllr Clarke informed councillors that the A47 procedural meeting would take place on 11 January 2022 (not 10 January as originally reported) and an issue specific meeting was scheduled for 12 January 2022. Cllr Clarke would participate in both meetings. Cllr Clarke said that the 11 January meeting included an agenda item relating to matters of historical and ecological interest. Cllr Clarke had asked for the meeting to address historical and geotechnical matters as well as how to achieve value for money and the cost of avoiding the historic interest of the roadworks. He also wanted the meeting to address the ability to widen the road. The 12 January meeting was also of interest. Cllr Clarke agreed to send councillors a summary of discussions of the two meetings. Action: Cllr Clarke</p>
	<p>21(11)21 Nene Close Public Footpath The Chairman informed councillors that attempts continued to be made to secure confirmation from Peterborough City Council that the Nene Close footpath is a public right of way. He understood that this matter had now been referred back to the Public Rights of Way Officer which is where the parish council began their quest for confirmation. However, the Chairman reaffirmed that the parish council would continue to pursue this. Cllr Clarke said that the wording</p>

	<p>needed as confirmation from PCC was that the footpath would be “retained as a footpath without obstruction”.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(11)27a Website</p>	<p>The Chairman informed councillors that the Clerk had continued to update the website and parishioners could now find a wide variety of up-to-date parish council and community related documents on it. There were two aspects to the work of the website: the editing and refreshment of its content, as well as the development of the parish council’s website to widen its scope. Cllr Clarke said that we needed to define what we actually wanted. The Clerk informed councillors of recent work and research undertaken. The Chairman proposed, and councillors agreed, that a Sub-Committee be formed to discuss in-depth the development of the website. Cllrs Clarke, Thorley, and the Clerk would meet to begin discussions. The Chairman reminded councillors that a Sub-Committee meeting must be advertised and minutes published.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(11)27b Councillor’s email addresses</p>	<p>The Chairman informed councillors that the matter of gov.uk email addresses for councillors had been referred to the Head of Business and Digital Systems at Shire Hall, Cambridge. His team were currently looking into this matter. Councillors would be kept informed of progress.</p> <p>NB: A representative of the Business and Digital Systems Department at Shire Hall, Cambridge, has since been in contact and informed that it is possible to provide councillors with individual gov.uk email addresses at a cost of £70.52 per councillor per year which amounts to a total cost of £493.64 per year.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(11)27c Defibrillator (Webnos training session)</p>	<p>Thornhaugh Parish Clerk had informed that the Webnos training session had not yet been set up but that a representative of Wansford parish council was welcome to join the meeting when it takes place.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(11) 27d Telephone Kiosk</p>	<p>The Chairman gave thanks to Cllr Clarke for having sanded and painted the village telephone kiosk door (with the required pink primer). Cllr Clarke said that the kiosk continued to be ‘work in progress’. Cllr Thorley reported that advertising cards had been left in the kiosk which could prove to be a nuisance as the primary purpose of the telephone kiosk was to house the defibrillator. After some discussion the Chairman proposed, and councillors agreed, that anything that is put into the kiosk other than books (such as advertising leaflets) would be removed.</p>
<p>21(12)11 Compliance</p>	<p>The Chairman informed councillors that the Clerk had researched, scrutinised and edited various parish council documents and procedures to ensure compliance in the work of the parish council and that this would be ongoing in all its matters.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(12)13 Correspondence</p>	<p>13.1 Virtual Meeting with the Police and Crime Commissioner on 17 February 2022 at 18.00 hrs: the Chairman said that, to date, no parishioners had been in contact about any concerns that could be communicated to the Police and Crime Commissioner during the virtual call. The Chairman proposed, and councillors agreed, that the purpose of the meeting be advertised on the parish council website and that parishioners be invited to submit their concerns to the Clerk through the website. This would also be mentioned again in the February edition of Living Villages.</p> <p style="text-align: right;">Action: Clerk</p>
<p>21(12)14 Good Neighbours – Rural Peterborough</p>	<p>The Chairman reported that councillors had been asked to seek feedback to gauge the view of parishioners for the need/support of such a scheme. Cllr Clarke said that he had awareness of volunteers who had formerly driven parishioners to hospital and doctor’s appointments but that the arrangement had stopped. Cllr Thorley had volunteered on something similar in the past. The Chairman would liaise with Dr Nally to find out if involvement in the Good Neighbours – Rural Peterborough Scheme would be of help and then report back to councillors at the next meeting for further discussion. The Chairman felt that the scheme should be trialled but that further research needed to be done as the scheme would incur a cost of £450.</p> <p style="text-align: right;">Action: Cllr Stannage</p>

	<p>21(12)15 Platinum Jubilee Tree The Chairman reported that Gareth Powell of PCC had informed that there were currently no oak trees available but he would continue to attempt to procure an oak tree for Nene Close at the parish council's expense. If that option failed Barchum Trees or Peter Riddington might be able to help. It was recognised that the residents of Nene Close must be consulted on where the tree would be planted on the green and the Chairman volunteered to do this. A favoured place seemed to be to position the tree approximately 7 metres from the play area in Nene Close. Cllr Handley volunteered to provide some wooden stakes that could be used to mark possible locations. Action: Clerk</p>
<p>22(1)7</p>	<p>Planning Reference: 21/01966/HHFUL Proposal: Removal of conservatory and provision of timber frame covered area and external alterations Site address: 2 Yarwell Road Wansford Peterborough Cllr Thorley declared a personal interest to this application as the applicant is a neighbour . There were no objections received. Action: Clerk</p> <p>Reference: NE/21/01744/FULL (Northamptonshire application) Proposal: To extend warehousing with an additional 538 sq metres of storage space Site address: Brays Solutions Ltd, Kings Cliffe Road, Near Wansford A discussion took place regarding the extra highways impact. The Chairman proposed, and all councillors agreed, that a formal objection be made to this application. If it was approved all traffic must not enter Wansford. North Northants would be requested to provide evidence that they have reviewed the traffic impact of vehicles coming into Wansford. Action: Clerk</p> <p>Reference: 21/01420/CLP Proposal: To re-roof the northern pitch of the rear range Site address: 4 The Stables, Old Leicester Road, Wansford Cllr Stannage declared an interest in this application as the applicant was a neighbour. However, the application was received for information only and so the declaration of interest was irrelevant.</p>
<p>22(1)8</p>	<p>Parish Council Insurance with Zurich Insurance The Chairman informed councillors that a policy renewal quotation for our parish council's insurance had been received from Zurich Insurance for the sum of £695.37. A further quotation had been received after revising a value s and items to be covered by the insurance and this had amounted to £857 although this amount was currently being queried by the Chairman and a response from Zurich Insurance awaited. In view of the current policy expiring on 9 February 2022, the Chairman proposed, and councillors agreed, that our insurance with Zurich be made on the basis of the first quotation and that we would look into other alternatives for the insurance of our second Vehicle Activated Speed Sign. The Chairman informed councillors that Zurich had confirmed that their parish council policy does not provide third party insurance for persons that hire the community hall which means that all persons/organisations hiring the hall must provide their own insurance. The Chairman advised that the annual Nene Close Play Area inspection by Peterborough Limited needs to be arranged. Action: Clerk</p>
<p>22(1)9</p>	<p>Accounts to Date 2021/2022 Councillors scrutinised the updated Accounts. Cllr Handley enquired about the VAT amounts to be reclaimed. Also, the Chairman commented on the column relating to Section 137 and believed this column was not actually where to capture the Clerk's salary. The Chairman proposed, and councillors agreed, that clarification would be sought from the previous Clerk, Mrs Wendy Gray, on the process formerly used for the reclaiming of VAT and how to access codes to HMRC. Action: Clerk</p>
<p>22(1)10</p>	<p>Budget 2021/2022 The Chairman proposed, and all councillors agreed, that no changes needed to be made to the 2021/2022 Budget.</p>

22(1)11	<p>Finance</p> <p>a) To approve the following payments: Parish Clerk's Salary of £364 & Expenses^[RC1] of £2.35; ElanCity for cost of SAV (speed camera) £2,244.41</p> <p>b) HMRC PAYE for the Clerk's salary. The Clerk awaited a code from HMRC.</p> <p>c) PCC Invoice: to confirm payment of £1,500 to PCC for the removal of old and installation of new finger road signs.</p> <p>d) To approve premium payment for Zurich Insurance WPC Policy amounting to £695.37.</p> <p>The Chairman proposed, and councillors agreed, that the above-mentioned payments be made and cheques issued. Action: Clerk</p>
22(1)12	<p>Notice to Co-Opt a Parish Councillor due to a casual vacancy</p> <p>The Chairman informed councillors that one application had been received for the co-option of a parish councillor due to there being a casual vacancy. That application was from a parishioner, Mr Quentin Bambridge. Mr Bambridge had extensive experience in financial and legal environments, had chaired the International Committee of Peterborough Rotary Club for 12 years, had been Hon. Treasurer of the Peterborough Branch of the RNLI for 43 years and was an Inaugural Director of Peterborough City Centre Forum. Mr Bambridge's co-option was nominated by Cllr Garner and seconded by the Chairman. All councillors voted in favour of this co-option. The Clerk would inform Mr Bambridge of his successful co-option. Action: Clerk</p>
22(1)13	<p>Matters for future consideration</p> <p>Cllr Stannage proposed an agenda item to discuss the purchase of a seat by the play area in Nene Close. All councillors agreed.</p> <p>Cllr Stannage proposed a further agenda item for the provision of a seat to be positioned on the Old Leicester Road. All councillors agreed.</p> <p>Cllr Thorley proposed an agenda item for the repositioning of Peterborough Road's litter bin to be closer to Wansford Mews. Councillors agreed. Action: Clerk</p>
22(1)14	<p>Date of next meeting</p> <p>The Chairman confirmed that the date of the next meeting of the parish council as Monday, 14 February 2022 at 7.30pm. Action: Clerk</p>
22(1)15	<p>Village Magazine Reports Rota</p> <p>The Chairman proposed and councillors agreed that Martyn Handley would edit the parish council's Living Villages summary of the meeting's discussions for its February edition and that Cllr Stannage would edit the March edition.</p> <p>The Chairman closed the meeting at 9.20 p.m. Action: Cllr Handley</p>

**Marie Lewis,
Wansford Parish Clerk and Responsible Financial Officer**