

WANSFORD PARISH COUNCIL

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The Community Hall, Peterborough Road, Wansford, PE8 6JN



MINUTES OF A MEETING OF WANSFORD PARISH COUNCIL HELD ON MONDAY, 10 JUNE 2024 AT 7.30 P.M.

| Item No | |
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| 24(06)1 | Chairman's Welcome: Cllr Jane Taylor-Pitt welcomed Councillors and members of the public, and informed Council that Cllr Richard Clarke was unwell this evening and she would be chairing the meeting. Jane welcomed Claire Coles the new parish clerk. All members joined her in this welcome. |
| 24(06)2 | Attendance and Apologies for Absence Councillors Tim Pearson, Jane Taylor-Pitt, Graham Garner, Graham Stevens, Martyn Handley. Wittering Ward Cllr Gavin Elsey and 3 members of the public. Claire Coles Parish Clerk who took the minutes of the meeting. Apologies: Cllr Richard Clarke. |
| 24(06)3 | Declarations of Interest Councillors were reminded of their obligations under the Codes of Conduct to declare personal and pecuniary interest. No declarations of interest were received. |
| 24(06)4 | Public Time <ol style="list-style-type: none">Several members of the public wished to speak about the issue of parking in Nene Close. There has been a suggestion for further parking spaces close to 21-24. Cllr Taylor-Pitt has carried out a door knock around the residents and discussions show that residents might need a further disabled parking bay as there is currently 1 used by 24 properties. Charlotte Palmer, head of Environment and Climate is currently obtaining more quotes to present to PCC. £11.5K is the latest quote received which is for the site opposite 10-13 Nene Close. After obtaining this quote a full consultation will take place with PCC and all residents of Nene Close so that a proposal can go forward. It has been noted that there is potentially a lamp post and other services in place that could be problematic. PCC Head of Highways James Collingridge and Cross Keys need contacting about this. ACTION - Cllr Taylor-Pitt to follow this up.An observation was made that there are 2 lime trees in Nene Close that are known to secrete a sticky sap that would not be wanted on parked cars, so this should be considered when spaces are being planned.There was also a discussion about the garages in Nene Close, who they belong to and whether they are in use as garages (not storage). This information should be available from Cross Keys who own the land. It is understood there is 1 independent rental of the garages in place and Cross Keys own at least 1 garage. There was a question over whether these garages could potentially be demolished to release space for car parking. ACTION - Cllr Taylor-Pitt to contact Cross Key homes.There was a question on when the defibrillators in the village would be useable. Cllr Stevens explained that the defibrillators are set up for use already, and that the electrical supply is only needed to ensure their continued use in cold temperatures. Quotes for the electrical work have been received. The electrical certification will be lodged with the house owners who supply the electricity. There will be 4 training sessions on the use of defibrillators open to residents on 31/08/2024. These sessions will be added to the website, and circulated in Living Villages. Residents can book onto the courses directly. Once the electricians are completed the defibrillators will be signed off and entered onto the Circuit register. |

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| | <p>e) There was also a discussion around the public hearing for the Seeds Fields Planning. The meeting dates and times will be confirmed to the residents on the website and notice boards. (see item 24(06)9 ACTION - Cllr Taylor-Pitt to follow up with Tina Patel.</p> <p>f) Work on the A47 upgrade appears to have been delayed until September. This means that the Nene Way will be closed all summer. The issue of the safety of the National Highways recommended alternative route, which crosses the A1 at grade, was raised. Action – Cllr Stevens to write to Galliford Try.</p> |
| 24(06)5 | <p>Minutes of the meeting held on 13th May 2024 The minutes were not approved as an item about repeated applications for the same site had not been included. ACTION – Cllr Clarke to update minutes for approval in July’s meeting. Minutes for Annual meeting held on 20th May 2024 were proposed for acceptance by Cllr Handley and seconded by Cllr Garner.</p> |
| 24(06)6 | <p>Matters arising - updates of progress on the following items: 23(03)11 Cllr Taylor-Pitt said that she had been in touch with Galliford Try and they were now due to start work in September. Dates have been released for road closures and an update on the open day was being delayed due to confusion over purdah regulations. 23(09)15 National Highways Designated/Social Fund Due to a large number of commitments this month this has not yet been progressed but will take priority this month. ACTION – Cllr Taylor-Pitt and Cllr Clarke to progress applications 24(01)16 Installation of two defibrillators: The defibrillators have been discussed previously in public time and finance, they will be connected ASAP, registered on the Circuit and public notices of location will be shared. 24(06)12 Stopping overweight vehicles using Wansford Bridge The working group met again on the 20th May. Cllr Clarke submitted plans for the planters to be used as width restrictions and concerns were expressed by Peterborough City Council surrounding the safety of anyone colliding with the planters. They will seek advice on the likelihood of them passing a road safety audit and contact us again within three weeks to arrange an on-site visit with Sibson Cum Stibbington and the other associated parties to discuss next steps. Concerns were raised that this is a matter of urgency as the original meeting took place over a year ago.</p> |
| 24(06)7 | <p>Clerk and Responsible Financial Officer Claire Coles was welcomed by all as the new Clerk and Responsible Financial Officer. Claire thanked everyone for the welcome, and for the help offered so far. The dates for Claire’s initial training are booked for 08 and 15/07/2024.</p> |
| 24(06)8 | <p>Peterborough Local Plan A date is still being sought by Cllrs Clarke and Taylor-Pitt to meet with neighbouring Parishes ahead of the next stage of planning by Peterborough City Council.</p> |
| 24(06)9 | <p>Planning APP/J0540/W/21/3287538 Field to The East of Old Pump House, Old Leicester Road, Wansford Following a judicial review, this appeal will be reheard with the Public Hearing being on the 16th and 17th July 2024 at the Wansford Community Hall. The timings for the hearings will be announced later but will probably be 1000-1600. Notices will be circulated by the Planning Inspectorate to all interested parties.</p> |
| 24(06)10 | <p>Accounts to Date 2024/2025 <i>To approve the Receipts and Payments accounts for March-April 2024:</i> It was noted that these accounts have not been finalised. ACTION – Clerk to add to July’ Agenda. Receipts and Payments for May – June were agreed for payment <i>To approve accounts for financial year 2023/24:</i> It was noted that these accounts have not been finalised and that they need to be completed before submission to the internal auditor. ACTION – Clerk to add to July’s Agenda. Cllr Stevens raised concern that the committee had not heard from the auditors and is going to chase this up to avoid a penalty fine. ACTION – Cllr Stevens to chase up auditor.</p> |

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| 24(06)11 | <p>Data Storage</p> <p>There was a discussion around the introduction of Microsoft TEAMS to WPC. There is a cost of £470.70+VAT annually. It was agreed this would be a good way forward for data storage, ability for sharing, TEAMS calling and diary sharing (other features not discussed). Meetings could also be streamed live to the public. Cllr Stevens proposed the spend, Cllr Garner seconded and the motion was approved unanimously.</p> |
| 24(06)12 a | <p>Discussion of Timings of WPC meetings</p> <p>Following a discussion, it was unanimously agreed to keep the meetings to 7:30 pm, it was suggested there may be a future agenda item for the way meetings were carried out.</p> |
| 24(06)12 b | <p>Budget 2024/2025</p> <p><i>To agree any changes to the budget if necessary:</i> It was agreed that no changes are required.</p> |
| 24(06)13 | <p>Finance</p> <p><i>To consider quotations for installation of the electricity supply for the new defibrillators:</i> It was agreed to pay Mick Geraghty to install the electric for the defibrillators at £150 for each one. This quote was £100 cheaper than the other two received. Proposed by Cllr Taylor-Pitt, seconded by Cllr Stevens and agreed unanimously. ACTION – Cllr Taylor-Pitt</p> <p>It was resolved to approve the following payments:</p> <ul style="list-style-type: none"> (a) Payment for temporary Clerk services by Elinor Beasley, £125.00 agreed unanimously (b) There are 2 payments that have been made by WPC which should have been paid by Wansford Community Hall (WCH), therefore when WPC pay their Community Hall grant in June which is for £200 then WPC will deduct the £50.10 paid to Newflame and the £79 paid for the WCH website and therefore pay a balance of £70.90. <p>Members will check who were signatories for the bank mandate and ensure all signatories are registered for internet banking. ACTION – Clerk to include proposal of new signatories on July's agenda.</p> |
| 24(06)14 | <p>Councillors Reports</p> <p>Approval has been given by PCC for the bench to be positioned near the entrance to Robins Field on Old Leicester Road. The exact location has been discussed with residents on the other side of the road, the bench has been assembled, WPC have the slabs and so installation can proceed.</p> |
| 24(06)15 | <p>Committee Reports</p> <p>Community Hall:</p> <p>Cllr Pearson reported that the Community Hall Committee had met and is working well with progress being made in terms of the booking terms and conditions. The Committee will be discussing the option of making the Community Hall a Charitable Incorporated Organisation (CIO) in order to limit the liability of the trustees.</p> <p>Cllr Pearson reported on behalf of the Wansford Community Hall Committee that Cllrs Stevens and Taylor-Pitt have been registered as new Trustees</p> <p>A decision is required on public liability insurance. It also needs to be established what is the capacity of the Hall for various uses.</p> <p>An additional account signatory needs to be submitted to HSBC as John Stannage is no longer available. Online banking is in place.</p> <p>Hall hire fees remain at £4 per hour for residents of Wansford and is to rise to £8 per hour for non-residents.</p> <p>A cleaner for the hall has been sourced at £15 per hour.</p> <p>The website needs updating.</p> <p>Woodworm has been found in the hall ceiling and quotes are needed to do the work, Rentokil will visit on 24/07/2024. It was agreed that another 2 quotes are required, although one was to be Peter Cox, it has been found they are a subsidiary of Rentokil.</p> <p>There has been a provision of new mugs, kettle crockery etc. in the kitchen with a budget of £150. These have been purchased for £65. Existing crockery will be freecycled in Wansford or given to local charity shops.</p> <p>It has been agreed to paint the ceiling white and a budget of £500 has been assigned. Quotes will be sought.</p> <p>A mains smoke detector is required and this will be discussed at the next meeting on 01/07/2024.</p> |

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| 24(06)15 | <p>Correspondence <i>To discuss any correspondence received since last meeting on 13th May 2024.</i></p> <p>(a) <i>Please can all members and Clerk read the Good Neighbours email from Cate Harding which has 8 attachments with it. ACTIONS – All Members and Clerk to read.</i></p> <p>(b) <i>The Newgarden Community Sibson – currently a proposed site, traffic is felt to be the main impact. ACTION – Clerk to contact Marge Beuttell to offer support of WPC if required.</i></p> <p>(c) <i>Email from Steven Maine re the ward police surgery on 15/16 17/07/2024 It was agreed ACTION – Cllr Stevens will attend the surgery on 15/07/2024 6.00pm to 8.00pm This needs publicising to the residents. ACTION – Cllr Stevens to include in Living Villages, and a poster on the notice board. Clerk to publish on the website</i></p> |
| 24(06)16 | <p>Matters for future consideration Members considered Agenda items for the next meeting not already covered above.</p> <p>(a) Village Spring Clean: There was great support from the village for this. A week after the litter pick the village signs were also cleaned. Thank you to everyone who helped. It was agreed to get a date for a spring clean 2025 in the diary to publicise as soon as possible.</p> <p>(b) Village noticeboards: Both still need to be taken down to establish the work that is required, and repairs to take place.</p> <p>(c) Bus shelter: The bus shelter has been partially refurbished with more works to take place weather permitting. It was agreed that if no one had time to complete the works over the summer that we add to a future agenda to seek quotes for a contractor to complete the works.</p> |
| 24(06)17 | <p>Wansford Parish Council contributions to Living Villages Confirmed and agreed. July Report for August LV – Cllr Garner August Report for September LV – Cllr Pearson September Report for October LV – Cllr Clarke</p> |
| 24(06)18 | <p>Date of next meeting Council meeting: Monday 8th July 2024 at 7.30 p.m. in the Community Hall, Peterborough Road, Wansford.</p> |

There being no further business the meeting closed at 9.25pm

Signed:

Cllr Clarke, Chairman Wansford Parish Council