

BIRDBROOK PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 4 JULY 2018 AT 7.00PM

PRESENT: Mr P Smart
Mr S Rhenius
Mr A Cook
Mr M Gilbert
Mr T R Walker
Mr D Simpson

IN ATTENDANCE: Mrs D Hilliard (Clerk)

There were two members of the public present.

The Chairman invited questions from members of the public. The Parish Council were advised of a problem with the gate to the rear of the churchyard. The gate is unusable and people are using a gap in the hedge just to the side of the gate. The Parish Council agreed to contact the PCC to request that they address the problem.

18/60 APOLOGIES FOR ABSENCE

Cllr D Garrod.

18/61 OTHER ABSENCES

Cllr Finch. Mr D Simpson.

The Clerk advised that she had contacted Mr Simpson regarding his non-attendance at meetings. It was understood this was due to unavoidable work commitments. Unfortunately, the Local Government Act 1972 S85 stipulates that should a councillor not attend for six consecutive months they automatically cease to be a member of the parish council. Mr Simpson briefly attend the meeting and accepted the situation. The Parish Council are grateful for Mr Simpson's contribution during his term of office.

18/62 CONFIRMATION OF MINUTES

The minutes of the meeting held on Thursday 3 May 2018 were agreed as a correct record and signed. This was proposed by Alan Cook and seconded by Richard Walker, all in favour.

18/63 DECLARATIONS OF INTEREST

None.

18/64 REPORT OF DISTRICT COUNCILLOR

Not present.

18/65 COMMUNICATION AND REPORT OF THE CLERK

All items are covered in other parts of the agenda.

18/66 DOCUMENTS ON DEPOSIT

A&J Lighting invoice by email – noted.

Command Pest Control reports – noted.

Rural Decline newspaper reports – noted.

18/67 MEMBERS' REPORTS

- a) **Pond** – Martin reported that a small working party has recently cleared some of the vegetation to tidy the area. However, there has been a lot of growth by the railings and another clearing session may be needed. The water was quite clear but the level is dropping due to the dry weather and the water is now looking a little cloudy. This could be due to the ducks currently on the pond and the low water levels or a combination of both. The Aquaplankton appears to be working as there is no green algae and the next dose is due in August.

Alan proposed that Round-up could be used to control the Sycamore and Buddleia shoots. It was agreed Alan and Martin will agree a date to use Round-up on the area by the railings.

Action: Alan and Martin will arrange to meet and deal with overgrowth around pond.

- b) **Parks** - Peter advised he had taken a look at the park and reported it appears in poor condition. The play equipment is very dirty and in need of a thorough clean. The grass is cut regularly but the cuttings are not removed and he questioned if the Parish Council could do something about these points. The following was agreed:-

- The need to remove grass cuttings – could a compost heap be made on the playing field – Debbie will contact Kevin Shears to see if this could be done and what it would cost.
- Play equipment – Debbie will ask Fenland Leisure to quote for the work needed.
- Hedge around playing field – Debbie will ask Kevin to quote for this and cleaning play equipment.

Action: Debbie to ask Kevin Shears re grass cutting removal/compost heap and cost and also quote for hedge trimming.

Debbie to ask Fenland Leisure to quote for work suggested on play inspection report.

- c) **Chairman's Report** – Peter advised that he had had a handover meeting with the Clerk since becoming Chair of the Parish Council. He will look into appropriate courses with the EALC for information and training. He suggested introducing action lists into the minutes and agenda as a way to ensure all decisions are followed through appropriately. This was agreed. He also suggested that each Parish Council should have an area of responsibility, currently agreed as follows:-

Peter Smart – Streetlighting

Richard Walker – Highways and Birdbrook News

Alan Cook – CIF grant/village sign and telephone box/defrib (Birdbrook)

Steve Rhenius – Baythorne End/defibrillator installation

Martin Gilbert – Village Pond

Parish Council vacancies - There was discussion around the current 2 vacancies on the Parish Council and noted that a more diverse membership would be welcomed. An item on current vacancies would be put in the Birdbrook News.

Broadband – It was noted that a company have been in Birdbrook advertising installation of fibre broadband to each house. This is not part of BT. It was noted that the cable is installed using boring equipment which does not require the road surface to be dug up.

- d) **Highways** – Richard reported that he continues to monitor progress regarding the proposed 40mph speed enforcement through Baythorne End.

The 30mph sign in Daw Street has been knocked over. This will be reported.

Action: Debbie to report in damaged 30mph sign Daw Street.

18/68 PLANNING

There are no planning applications to consider.

Debbie has not had a response to the enquiries made regarding Sunnybank, New England and the site on the A1017 at New England being used as a car breakers. She will follow this up with BDC.

Peter will contact BDC to enquire about regulations around hedge removal.

Action – Debbie to contact BDC re Sunnybank and car breakers' site at New England.

Action – Peter to contact BDC re regulations on hedge removal.

18/69 STREETLIGHT

- Peter reported the quote from A&J Lighting to replace lights with LEDs was £359 plus VAT per lamp. This gives a total cost of £6,462 plus VAT. Peter will contact Mark Wilson of BDC and Cllr Finch for information re funding of this project.

There was a discussion on whether the lights should be turned out for a period each night. The parish plan survey of residents revealed that Birdbrook residents were in agreement to this but Baythorne End residents not. It was agreed that this subject would need further discussion. There would be a cost involved in having sensors fitted but this could be offset by the savings made in having lights turned off.

**Action – Peter will investigate grant funding for installation of LEDs.
Discussion of whether lights should be turned off overnight is needed once the project is further ahead.**

- Peter has taken on dealing with the missing streetlight. He will contact UK Power to ask them to reconnect power so the light fitting can be put back.

Action – Peter to contact UK Power re missing streetlight.

18/70 REMEMBRANCE SUNDAY

It was noted that 2018 will be the 100th anniversary of the end of WW1. There was a discussion regarding the service for this November and that the Parish Council should ensure a representative attends.

18/71 VILLAGE SIGN

Alan updated the Parish Council on the current situation. Obtaining the appropriate licence via ECC and BDC was proving complicated and bureaucratic, however progress was being made. Paul Partridge of BDC has advised he is prepared to agree the application if ECC give consent. Alan now awaits confirmation that the licence will be granted and he has sent the fee for the licence.

Alan will need clarification on who is to build the plinth, the preference will be to use a local contractor if ECC are in agreement.

Alan will continue to monitor and report back to the Parish Council.

Action: Alan to continue to monitor and report to the Parish Council.

18/72 FINANCE

The financial report had been circulated prior to the meeting. The report was accepted. The Parish Council agreed to make a donation of £50 to Addenbrookes Organ Donation as requested by the family of the late Mr J Rook who passed away recently. Mr Rook had been a longstanding parish councillor.

18/73 EXCLUSION OF THE PUBLIC AND THE PRESS

The public were excluded from the meeting due to discussion of a confidential item.

18/74 CONFIDENTIAL ITEM

There was one item to consider. This has been minuted separately.

18/75 TIME DAY AND DATE OF NEXT MEETING

The next meeting will take place on Thursday 6 September 2018 at 7.00pm.

Richard Walker and Martin Gilbert submitted apologies for absence for this meeting.

There being no further business to discuss the meeting closed at approximately 9.05pm.

Signed:

Dated:

APPENDIX 1 – ACTION LIST

ACTION LIST

Minute 18/67(a) Pond - Alan and Martin will arrange to meet and deal with overgrowth around pond.

Minute 18/67(b) Parks - Debbie to ask Kevin Shears re grass cutting removal/compost heap and cost and also quote for hedge trimming.

Debbie to ask Fenland Leisure to quote for work suggested on play inspection report.

Minute 18/67(d) Highways - Debbie to report in damaged 30mph sign Daw Street.

Minute 18/68 Planning - Debbie to contact BDC re Sunnybank and car breakers' site at New England.

Peter to contact BDC re regulations on hedge removal.

Minute 18/69 Streetlights -Peter will investigate grant funding for installation of LEDs. Discussion of whether lights should be turned off overnight is needed once the project is further ahead.

Peter to contact UK Power re missing streetlight.

Minute 18/71 Village sign - Alan to continue to monitor and report to the Parish Council.

