

COVENEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12 April 2021 at 7.30pm

Present: Mr V Ingham, Mrs N Laredo, Mr B Matthews (Chairman), Mr C Senior, Mr A Stygal

Also Present: 1 member of the public, Mr P Whitton (Groundsman), Cllr A Bailey (ECDC), Mrs S Thompson (Clerk)

21/041 Apologies for absence

Apologies were approved from Mr Bensted

21/042 Members' declaration of interest for items on the agenda

None made.

21/043 To Approve the Minutes of the Previous Meetings

The minutes of 8 March 2021 were approved for signature.

21/044 Public Question Time

None raised.

21/045 District and County Councillors' Reports

Cllr Dupre (CCC) sends her apologies. She has sent a written report which has been circulated to all councillors.

Cllr Bailey reported on a meeting between interested parties concerned with flooding and management of the Ouse Washes. There was a productive discussion and a further meeting will be held in May. Covid levels in East Cambs are improving and the vaccination programme is progressing well. The planning application has been submitted for the development of the Princess of Wales hospital. The Combined Authority is considering the response to the Climate Change report. She explained the position of the delivery of affordable home under the deal of £100m from Government.

21/049 d) Grasscutting/Maintenance update

Pat Whitton introduced himself and gave an update on progress. Equipment has now been delivered and he is concentrating on getting the grass cut and tidy. Storage for the equipment has been arranged in Wardy Hill. Access for the equipment to the play area in Coveney has been achieved by clearing brambles and making it possible to unfix the fence. He raised the question of disposal or compostable material. It was agreed to investigate a fuel card which could be preloaded with funds each month. Pat is able to organise training now that he has the equipment. The old mower is going to be collected and put in the new storage, it may be useful so will be kept for the timebeing.

21/046 Matters to report

- Vacancy for Councillor – one application has been received over the weekend and will be considered at the next meeting.
- Opus Energy – Credit notes have been issued to cover incorrect invoices. New invoices have been issued and should be correct going forward. There are a couple of outstanding queries to be resolved. The account is currently in credit.

A resolution was passed to exclude the press and the public for agenda item 21/047

21/047 Sanctuary Housing

It was agreed to proceed taking into account the email from Katie Alderton at Sanctuary of 22 March 2021 and the advice from Cameron Green of WGA dated 12 April 2021.

21/048 Planning

- a) Refusal of the following application was reported:

20/01687/FUL – Land adjacent to 2 Gravel End, Coveney – Erection of 4 bed detached family home and associated works

- b) Approval of the following applications was reported:

20/01656/RMA – Meadow Croft Lodge, 10A Gravel End, Coveney – The matters reserved by condition, appearance, scale, layout and landscaping in respect of the proposed dwelling of planning application 18/01302/OUT on plot 2 only

21/00032/FUL – Ebenezer Farm, West Fen Road, Coveney – Garage conversion and insertion of four new roof lights

21/00098/FUL – 24 Main Street, Coveney – Oak framed external seating area with associated works. New air source heat pump external unit. Increase northern boundary to 2m.

21/049 Working Groups

- a) Allotments
- Boundary – see fencing.
 - Fencing – the contractor has had trouble getting materials and will start when all are available, possibly later this week. He will start with the allotment area and the road/car park area.
 - S106 grant application –. Meeting with Emma Grimma was helpful. A new re-jigged application is being prepared, Mrs Laredo and Mr Senior are working on the details.
 - Borehole – Mr Ingham has reminded the contractor that a revised quote is required.
 - Pond – FWAG are very interested in creating a pond on the site and will fund the creation ongoing maintenance
- b) Policies and Procedures
- Safeguarding Policy – was approved
- c) Website – updates are being added as required
- d) Assets
- Grasscutting/Maintenance– update – see earlier
 - Removal of old equipment (Coveney) – Mr Ingham has arranged with Mr Cornwell for a cost of £100. Wicksteed will be installing the new equipment week commencing 3 May. The village hall are now unable to provide welfare facilities, so the original quote will be reinstated.
 - Purchase of more playbark – has been ordered but needs to be paid for prior to delivery – cost is £342.20 (inc VAT)
 - Local Highways Improvement Scheme 21/22 – the scheme to install gateway on the verges at the entrance to Wardy Hill at Jerusalem Drove has been approved. The full plans for the scheme will sent to the Parish Council in due course.
- e) Village Hall update – Connections newsletter will be issued soon.

21/050 Friends of Coveney

- Purchase of litter picking equipment – additional equipment for children has been requested and this was approved retrospectively. The whole cost of the equipment amounts to £217.44 (inc VAT)
- Risk assessment- Clerk will help with these for the current tasks
- Co-ordinators are required for each project.

21/051 Public Footpaths and Rights of Way

Groups of Friends are surveying footpaths and a report will be compiled where improvements are required.

21/052 Change of Parish Boundary

It was agreed to formally request ECDC to include Wilbey Hill Farm within Coveney. There is a legal procedure to follow through and it will take many months. ECDC also recommend that

a similar response is submitted when the Boundary Commission consult on parliamentary boundaries later this summer.

21/053 Clerk

21/054 Meetings

It was agreed to resume meetings in person in May. Meetings will have to take place in the main hall at Coveney Village Hall and appropriate social distancing and hygiene measures will be put in place. A risk assessment will be carried out. The Annual Parish Meeting will take place on 10 May at 7pm.

21/055 Finance

- i) Draft year end results were presented to the Council. Formal approval will be on the agenda for the meeting on 10 May.
- ii) To approve appointment of Internal Auditor – it was agreed to appoint Jacquie Wilson from Canalbs.
- iii) Monthly income and expenditure, financial reconciliation and budgetary control reports for the year to date were presented.

Bank Reconciliation – 31 March 2021

Current Account	14,446.65	Brought Forward	36,640.72
Deposit Account	21,147.92	Income	-
Uncleared Cheques	-	(Expenditure)	(1,046.15)
	35,594.57		35,594.57

- iv) The following payments were approved for payment by bank transfer

Payee	Ref	Detail	Total Amount inc VAT
East Cambs Trading Co Ltd	1	Play area cut - March	112.32
Helping Hands	2	Litter picking equipment	131.59
Helping Hands	3	Litter picking equipment	85.85
East Cambs Trading Co Ltd	4	Play area cut – June 2020	224.64
Madingley Mulch	5	Playbark	342.20
Mr P Whetton	6	Groundskeeping services	719.39
Mrs S Thompson	7	Clerk's Salary	306.33
Mrs S Thompson	8	Clerk's expenses	147.36
		TOTAL	2,069.68

Commented [CPC1]:

21/056 Date and Time of Next Meeting

Monday 10 May 2021, Coveney Village Hall

Meeting closed at 22.55