

CHATTERIS TOWN COUNCIL

Minutes Dated 2nd April 2019

1910

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Minutes of the meeting of Chatteris Town Council held on Tuesday 2nd April 2019 at the Council Chambers, 14 Church Lane, Chatteris.

Present: Councillors W Haggata (Mayor), J Carney (Deputy Mayor), L Ashley, A Hay, P Murphy, J Smith and I Taylor

258) To Accept Apologies for Absence

Apologies for absence had been received from Cllrs A Carney, F Newell and K Patterson. Cllr Taylor apologised he would be late and arrived during the Grants item (min 265)

259) Declarations of Interest & Dispensations to Speak and Vote on Declarable Pecuniary Interests

Cllrs Hay and Murphy declared an interest in all planning matters as members of Fenland District Council's planning committee.

260) Open Forum

The Mayor welcomed two members of the public to the meeting. They confirmed they did not want to raise any issues.

261) Minutes of the Previous Meetings

The minutes of the Town Council meeting held on Tuesday 5th March 2019 and the Annual Town Meeting held on the 15th March 2019 were agreed and signed by the Mayor as a correct record.

262) Matters Arising from the Minutes

Min 252) FACT Shuttle Bus: The Clerk reported she had prepared posters for the new Ely shuttle bus and St Ives market day bus services as agreed at the meeting and a letter to go out to clubs for the elderly. It was agreed the posters should be displayed on the Facebook pages, the Council's website, the public noticeboard and information should be sent to Cromwell Community College and local clubs and societies.

Min 241) Dock Road: The Clerk had received a reply to the Council's request that the County Council provide lighting in Dock Road. The County Council confirmed they had no budget or process for the installation of new lighting columns and no funding to cover future

maintenance and energy costs. They said the Town Council had the power to install street lighting or to apply for LHI funding. The Town Council had no policy of installing street lighting and had other matters lined up for LHI bids. It was suggested the Town Council should lean on Fenland District Council to ensure that in future developments of more than two houses should make provision for a street light, if lighting was lacking in the area.

Min 253) High Street: A further email had been received from the resident suggesting a one way system through the High Street and Railway Lane. He argued traffic already often used Railway Lane to avoid the High Street and the bus stop opposite the Post Office added to congestion. He also suggested using road furniture to create a one way system for a trial period and a count of vehicles using both roads. Members discussed the issue again pointing out there was no funding to introduce a one way system, increasing traffic along Railway Lane would mean more motorists trying to negotiate the dangerous junction of Railway Lane and Station Street, the idea would only work if parking in the High Street was banned (and this was not possible and would be unpopular with shop keepers), a trial period would create chaos and buses would have great difficulties using Railway Lane. It was agreed to point those facts out and to suggest the gentleman wrote to Cambridgeshire County Council's Highways department.

263) Police Matters

Members had received the following report:

Local Police

Please see attached the confidential report from the policing team and Sgt Lugg on the Fenland Neighbourhood Policing team's work over the past month. Also an email from Sgt Lugg on how the team has been tackling the shed burglaries problem.

Neighbourhood Alerts

4/3/19: Weekly round-up of the latest convictions relating to the Peterborough and Fenland area.

11/3/19: Advice on how to help prevent keyless vehicle thefts.

14/3/19: Scam warning about fake TV licensing e-mails.

14/3/19: Spring newsletter from the Police and Crime Commissioner including how he is working with local MPS to tackle illegal hare coursing and tips on how to keep yourself safe online.

15/3/19: Information about Chief Constable's Commendations and Long Service Ceremony including praise for acts of bravery.

19/3/19: Warning that shed burglaries in Chatteris had begun again and request that all sheds are locked and secured and high value items moved to a more secure location. Also request to consider the installation of CCTV.

21/3/19: Advice on how to protect yourself against mandate fraud.

29/3/19: Community Engagement Dates including Monday 15th April 13.30-14.30 at Aldi in Chatteris.

29/3/19: Scam warning about fake Virgin Media emails.

Members were very pleased to note that the police were actively patrolling in Chatteris and said they found the reports very encouraging. Members agreed their thanks should be passed on to Sgt Lugg.

The Clerk said she had also alerted Sgt Lugg to the dangerous practice of young cyclists and pedestrians riding down the middle of roads and circling cars in a bid to bring them to a stop.

264) FDC, Street Scene, Section 106 and CCTV Updates

Members had a copy of the latest updates (**copy attached**).

Cllr Smith said following an appeal from In Bloom for someone to water the plants they were hopeful they had found such a person.

Cllr Murphy gave an update on the dumping of asbestos waste at the layby beside the Sixteen Foot river. He said the total bill for removing the asbestos would be £3,800, with £1,700 to be paid by the County Council and the remainder by FDC.

He also explained to Cllr Hay that headstones in Chatteris cemetery were regularly inspected and any found to be unsafe would be laid down unless the family owning the headstone took action.

265) To Approve Grants to Voluntary Organisations

[1] Members were reminded that the Council's current policy was to consider grant applications at the April, July, October and January meetings each year. Budget limitations mean that grants given by the Council were an expression of support for an organisation and were not at a level where, on their own, they could sustain a group's financial viability.

[2] The approved budget for grants in **2019/20** was **£3,250**

There were separate approved budgets set in 2019/20 for the following: -

	£
Chatteris King Edward Centre – Staffing contribution	6,500
Chatteris Museum Trust	4,300
Chatteris Christmas Lights Committee	9,000
Chatteris Town in Bloom	2,500
Chatteris Youth Service Provision	4,000
Chatteris Town in Bloom Paid Watering service	2,000
Summer Children's Fun	1,350
Summer Festival Contribution	3,600

Applications for consideration by Members at the meeting were scheduled, with recommendations.

[3] It was **RESOLVED** that the report be noted and all applications were approved as listed below: -

Applicant	Approved Grant	Spending Power
1. Chatteris Town RAF Memorial Committee	£500	S137
Grant towards a monument to commemorate those RAF aircrew who lost their lives in crashes within the Parish Boundaries during WW2.		
2. The Firefighters Charity	Deferred	
Request to be chosen as the Town Council charity of the year. Members agreed to defer the decision as the Town Council does not have a charity of the year. However, Members did consider approving a grant payment that would go towards helping the local firefighters. The Financial Officer advised Members she would make enquires and report back to them at the next meeting.		
3. What Next Group	£225	S137
Grant towards Southwold trip re coach and Motability ramp.		
4. Summer Reading Challenge 2019	£350	S137
To help fund the Chatteris annual summer reading challenge.		
5. Citizens Advice	£300	S137
To help towards running costs. The FO to enquire about costings for a face to face service in Chatteris.		

266) Financial Officer's Report

(1) Financial Statement

Members had before them a budgetary control statement for the Revenue (Precept) Account as at 26th March 2019 showing expenditure of £191,964.68 and income of £194,353.31 (includes a full year's precept income) compared with budgets, along with a bank reconciliation statement and a summary statement of reserves and funds balances.

(2) Approval of quotations re Allotments roadway & Pocket Park additional works
Members were advised that the roadway on the north side of the allotments was in urgent need of repair.

Three quotations, as listed below, had been sought to carry out repair work as specified by the Clerk.

Company A £3,200, Company B £1,500, Company C £624.00 plus vat

The Financial Officer advised Members that Company C's quotation was the cheapest & offered best value. They had previously completed work for the Town Council to an acceptable standard and therefore it was recommended that Members should approve Company C to carry out the repair works as detailed in their quotation.

It was **RESOLVED** that the report be noted and Company C was approved by Members to carry out the repair work as per their quotation.

Members were also advised that a quotation of £2,094 +vat had been received for additional work requested to build up the mound at Little Acre Pocket Park. The work also included reseeded and shaping. Another quotation of £510.00+vnt had been received to supply and install two oak tree trunks for seating and climbing on at the Little Acre Pocket Park.

This work was a part of the ongoing Pocket Park project and would add to the amenities of the Park, therefore it was recommended that Members should approve the quotations for the works specified.

It was **RESOLVED** that Members approved the additional works to the Pocket Park and that the report be noted and approved.

267) Payment of Accounts

It was **RESOLVED** that the payment of the following accounts be noted and approved: -

Financial Officer	Payroll April 2019	1,059.12
Town Clerk	Payroll April 2019	1,538.01
HMRC	Payroll April 2019	629.70
Cambs Pension	Payroll April 2019	1,365.37
Zen Internet	Monthly Website fee Apr/May	10.79
Barclays	Bank Charges	7.55
One Com	Monthly Phone Bill	75.13
C F Corporate	Photocopier Q lease	212.36
Viking	Stationary Order	183.32
CPRE	Annual membership renewal	36.00
Clerk	Reimbursement Mileage re Fact meeting	9.00
Zurich Town & Parish Ins	Town Council Annual Insurance renewal	2051.85
Financial Officer	ATM Reimbursement of Mileage	12.60
J Papworth	1 st Term Youth Club service provision	1,100.00
S Payne	Grass Cutting Service 4 weeks up to & including 26 th March 2019	800.00
British Gas	Elec Bill	221.97
British Gas	Gas Bill	677.43
Cash	Petty Cash	42.86
Total		10,033.06

268) Request for Support for Sixteen Foot Bank Road Safety Barrier

Following the Council's refusal to use its LHI bid to apply for grant funding for the Sixteen Foot Bank Road Safety Barrier, one of the organisers of the campaign to raise funding for the scheme had written asking if the Town Council would make a modest donation to the fund.

The request was fully discussed with members agreeing that no donation should be made as the provision of barriers was a County Council function.

269) Date of Next Meeting

The Clerk advised members the next meeting would be held on the 14th May 2019. It would not be possible to hold a meeting on the 7th May due to the elections on the 2nd May and the requirement to give new councillors adequate notice of the meeting.

270) Planning

Just two planning applications had been received (see attached schedule) and it was agreed to return these to Fenland District Council and Cambridgeshire County Council marked as follows:

- a) Recommend Refusal. Piecemeal development of the site will be harmful to the character and appearance of the area (a conservation area). The lack of parking provision will also cause issues.
- b) Support

The Clerk reported members had agreed to support application F/YR19/0163/F (the erection of two dwellings on land west of 2-4 Chapel Lane).

Anaerobic Digester: With reference to application 19/00197/VARM (To vary conditions of previously approved 14/00204/FUM for Erection of anaerobic digester plant with maize clamps, involving construction of a new access and formation of a surface water reservoir at land east of greys farm. Site North West of Mepal Outdoor Centre, Chatteris Road, Mepal), Chatteris Town Council was not consulted by FDC on the application but was alerted to it by Mepal Parish Council as the variation of conditions would inevitably have an effect on the residents of Chatteris. Following an email consultation with members the Clerk had submitted the following comments:

- 1) Planning conditions are imposed for a purpose and should be adhered to and enforced.
- 2) Conditions 6 (changes to working hours), 14 (delivery and collection times) and 30 (variation of feedstock): Changes to all these conditions will have a detrimental effect on the A142 and neighbouring properties (including the 1, 0000 home development planned to the south of Chatteris). They will mean even more traffic on the already congested A142 (with mineral extraction plans also likely to exacerbate the situation) and more frequent disruption throughout the year. At present there is a six week period in the autumn when maize is carted

to the site when there are extreme problems with tractors holding up traffic and creating potentially lethal conditions by depositing shredded maize (from un-netted trailers) on the road, if the change to condition 30 is allowed this period will extend from six weeks to 9/10 months of the year which is totally unacceptable. In addition the smell of rotting sugar beet is horrendous so you will go from a crop which produces little smell to one which produces a smell detectable from many miles. As beet has not been used in the past how can the monitoring information report claim this will be within reasonable limits.

3) On Condition 43, this Council has complained on numerous occasions about the dangers of mud and debris on the road from tractors carting maize to the site yet there is an application to remove the necessity for wheel wash facilities. A quick examination of the road verges around the site shows just how much mud and debris is left on the road. The removal of the wheel washing facilities is totally unacceptable. Although the nearby quarry does not have a wheel wash, Mick George Ltd have been required to install wheel wash facilities on their sites and this policy should be followed through here. Just because another authority has been remiss in imposing a condition on the quarry that is not an argument for removing a perfectly reasonable condition.

4) On condition 10, this is also worrying because the noise of beepers on reversing vehicles will carry for many miles and will affect residents in Chatteris and this is therefore unacceptable on noise grounds.

Enforcement: Cllr Ashley reported there now appeared to be four caravans parked on the land next to 1 Curf Terrace and they appeared to be using the utility room as a shower block. It was agreed the Clerk should report the situation to enforcement at FDC.

Updates: The Clerk also reported an appeal had been made to the Secretary of State against FDC's decision to refuse planning permission of the erection of 5 x 2-storey, 3-bed dwellings on land east of 13 Clare Street. Planning applications for the certificate of lawful use for an extension to 3 Green Park and for the erection of a day room at 94A High Street had been withdrawn.

Decisions: The latest planning decisions from FDC were outlined which included the granting of permission for: the change of use of 12 East Park Street from a garden centre/shop to a dwelling; the change of use from retail (A1) to a restaurant and café at 25a High Street; the change of use from agricultural to storage and manufacture of wooden sheds and car repairs at 136 London Road; the extension to 61 Gull Way, the home salon at 12 Westbourne Road; the extension and alterations to 14 St Martin's Road and the conversion of a garage and outbuilding to a dwelling at 6 South Park Street.

271) Leisure & General Purposes Working Group Report & Recommendations

Cllr Smith (Chairman) presented the minutes of the Leisure and General Purposes Working Group meeting held on Tuesday 12th March 2019 (**copy attached**).

Min L71) Pocket Park: Cllr Smith requested a temporary sign for the park.

272) A141 (Jack's) Roundabout Update

Cllr Hay said she had submitted photographs showing the terrible state of the roundabout to County Highways, ahead of the visit by Princess Anne to Stainless Metalcraft. Officers had agreed it was in a “disgusting” state and could not understand how its construction was allowed as it was not fit for purpose.

Cllr Hay said the roundabout had been tidied up a little for the Royal visit but she had been promised it would be looked at again with a view to making permanent repairs and improvements. She promised she would continue to lobby for improvements.

Cllr Smith, who also lobbied for the roundabout weeds to be cut and suggested seeking sponsorship, said she had a couple of contacts who might be interested in sponsoring the roundabout and would make further enquiries before passing details to the County Council.

273) Community Defibrillators for Chatteris Letter

At the annual town meeting concerns about a national company applying for a grant for defibrillators had been raised. Since then a letter fully outlining the concerns had been received from the administrator of Community Defibrillators for Chatteris. The local group had applied for funds from Jack's Supports for new defibrillators and had then discovered that a national group had already received £250 to fund AEDs in Chatteris and could possibly receive more. The local group was anxious to ensure that the money was spent in Chatteris. It was agreed to ask the national company for confirmation the money would be spent in Chatteris and to copy in Jack's. Members voiced their support for the local group.

274) Invitation to Visit Police Firearms Museum

The Mayor had visited the museum (in the former police station in Chatteris) and said it was a really good asset for Chatteris as it attracted visitors from all over the UK. He said the former officer who ran the museum had an extended an invitation for members to visit and members, who were not planning to visit with another group, agreed they would like to attend.

275) Wenny Road Crossing Update

The campaign for a crossing outside Cromwell Community College had suffered another set-back with the school suggesting the idea should be put on hold until the new school was up and running and the effect on passing traffic and pupils needs had been assessed.

The Clerk had contacted the school crossing patrol services manager at the County Council for advice on how to take the project forward and he had said Cromwell was unlikely to meet the criteria for a formal light controlled crossing because outside of peak times the number of pedestrians crossing the road would fall dramatically. He said a School Crossing Patrol might be the most appropriate crossing provision but patrols were only there to assist primary age children and again the crossing would have to wait for the new school to open. He also said an assessment could be carried out but a school crossing patrol would have to be funded by a third party as the County Council had no budget.

Members agreed they were not prepared to wait for the new school to open and agreed the Clerk should obtain a quote for a light controlled pelican crossing so the Town Council could consider funding such a crossing. If the Town Council did decide to go down this route it was agreed the whole story should be brought to the attention of the press.

276) Clare Street/Huntingdon Road Junction Request

A lengthy letter had been received from a resident of Haighs Close highlighting a road safety issue relating to visibility at the Clare Street/Huntingdon Road junction. The resident had researched stop times, parking solutions and traffic calming and put forward the following suggestions as a solution to the problem:

- i) Extending the double yellow lines on Huntingdon Road to open up visibility east from Clare Street;
- ii) Reducing the speed limit around the Clare Street/West Street/Huntingdon Road/B1050 junction.
- iii) Single-lane traffic calming measures incorporating a pedestrian crossing.
- iv) Independent pedestrian crossing near the junctions.
- v) Mini-roundabout (space permitting).

Members agreed the letter should be passed to the County Highways Officer who was working on the new TROs for Huntingdon Road.

277) Traffic Issues

Speed Limit: A resident of Doddington Road had sent a complaint that the 40mph speed limit in Doddington Road was often ignored and asked if the limit could be changed to 30mph and HGV's banned from using the road at night. It was agreed to point out a reduction in speed limit and safety measures had been requested in the past and turned down.

A141: Notification had been received of resurfacing work on the A141 and the diversion route. The work had been successfully completed.

Road works: The latest bulletins listing road works & events affecting the highway had been received as had the IHMC Incident Report for February 2019.

278) Correspondence

Members had before them a list of correspondence received since the last meeting (**copy attached**).

Bridge Street Amenity Land: The Clerk could find no paperwork proving that Swifts Adhesives had given the parcel of land in Bridge Street to the town/town council for use as an amenity area for the benefit of the people of Chatteris. Cllrs Murphy, Newell and Ashley all remembered it had been handed over and the Clerk confirmed the Town Council had maintained the area for many years (she had reference to the area going back to 2005). However without any paperwork she was unsure of the Council's position as the estate agents said the title deeds for their client's property indicated that he owned the land.

Members agreed the Clerk should seek legal advice on the matter. (Cllr Taylor mentioned the name of a person who worked for the former Swifts who might remember the handover.)

County Council Highways Service and Lighting Service surveys: It was agreed the questionnaires should be completed by the Leisure Working Group.

Street Lighting Attachment Policy: Members were very concerned to learn that in future volunteer groups (such as Christmas Lights and In Bloom) would have to fill out lengthy paperwork to obtain a licence to attach Christmas Lights, In Bloom baskets and bunting to the lampposts. This would have an enormous impact on volunteers who already put in so much effort to make the town more attractive. It was agreed to ask for March and Whittlesey Town Council's comments on the issue.

279) Reports

Cllrs Carney, Hay and the Clerk all reported they had met and spoken to Princess Anne when she visited Stainless Metalcraft on the 29th March. It had been a very successful and enjoyable day.

The Mayor thanked everyone for their co-operation during his time as Mayor and said he believed the Council had worked well for the people of Chatteris.

280) Items for the Next Agenda

No items were put forward for the next agenda.

