



BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 8 April 2024 at Benwick Village Hall

Present	Cllrs M Chapman, L Keppel-Spoor, R Emmitt, R Taylor and S Lowry. Clerk A Barnes and four members of the public.	
262/23-24	Apologies for absence Cllrs R Few and J Ablewhite.	
263/23-24	Declarations of Interest Cllr Lowry declared a Non-Pecuniary Interest in item 277/23-24 in relation to reimbursement of costs to themselves. Cllr Keppel-Spoor declared a Non-Pecuniary Interest in item 269/23-24 in relation to the village hall.	
264/23-24	Public time Thanks to Cllr Lowry for repairing and painting the bin by the footbridge. Also thank you for running the community lounge. Benwick in Bloom will be installing a church replica on the churchyard plinth. There was a query over land ownership. Cllr Keppel-Spoor to see what information can be found out locally. It was proposed and AGREED that the Clerk then check Land Registry. The light on the traffic sign at the bottom of Whittlesey Road onto Doddington Road is not working. It has been reported but not repaired. There is a property in Chapel Gardens where the fence is leaning over onto the footpath. The hole in the tarmac in Chapel Gardens has also still not been repaired. The empty property along Nene Parade (The Elms) has had the emergency services in regular attendance recently. Clerk to write to Cllr Taylor (Fenland District Council) and raise concerns. Cllr Chapman to email the police briefing team. Is there any further update on the footbridge? Clerk to chase. Is there any progress on the village sign? Cllr Taylor to take forward. The footbridge at the end of the village on Whittlesey Road, the metal is coming away from the concrete part of the structure. Clerk to report to Highways. The Cemetery maintenance has been done with a strimmer and there are dried grass cuttings on the memorial stones. Cllr Chapman proposed we review this after the next grass cut. Cllr Lowry reported that the bus shelter has a tile missing on the roof, it could also do with treating. Cllr Chapman will investigate repair. Public time closed at 19:56.	Cllr Keppel-Spoor Agreed Clerk Clerk Cllr Chapman Clerk Cllr Taylor Clerk Cllr Chapman
265/23-24	Fenland Community Angels Fenland Community Angels spoke to the meeting about the Cambridgeshire County Council's (CCC) care micro enterprises. These can provide help in the home for vulnerable people as well as assistance with attending medical appointments, preparing a meal, etc. Different providers offer different things. There is micro enter enterprise directory on the CCC website. Clerk to share this on social media.	Clerk
266/23-24	Confirmation of Minutes It was proposed by Cllr Chapman, seconded by Cllr Keppel-Spoor and AGREED to approve and sign the minutes of the council meeting held on Monday 4 March 2024.	
267/23-24	Action Log The Cllrs and Clerk provided an update on actions assigned to them in the action log, details are included within the minutes under the relevant items.	
268/23-24	County & District Councillors Reports No reports received.	
269/23-24	Village Hall Cllr Ablewhite provided a written update that the village hall committee are waiting for the reviewed lease to be returned.	

270/23-24	<p>War memorial</p> <p>Cllr Chapman reported that the war memorial commission site shows no custodian for the Benwick war memorial. They have applied for the parish council to become the custodian, as well as an application for assistance with the design and refurbishment. Cllr Chapman also reported that the plaque in St Mary's church is showing as missing on the site, so they have registered it as found. This was within the methodist chapel originally. Cllr Chapman proposed that the parish council request custodianship of this asset so we can make sure it is maintained. This was AGREED.</p>	Agreed Cllr Chapman
271/23-24	<p>Warm hubs/ Community lounge</p> <p>Cllr Lowry reported that numbers attending the community lounge are increasing. They have recently completed safeguarding and food hygiene courses which were funded by ACRE.</p> <p>Cllr Lowry is introducing a community fridge on Wednesdays between 09:00 and 10:00 to coincide with school drop of times. We will publicise this once we have a start date. ACRE funding of £2500 has been awarded for 2024/25.</p> <p>Cllr Lowry is hoping to run a Family Fun afternoon on the Pound on Saturday 29 June. Cllr Chapman proposed and it was AGREED that the £50 per month pre-authorisation as agreed at January 2024 meeting (ref item 207/23-24) is to be extended beyond March 2024.</p>	Agreed
272/23-24	<p>Defibrillators</p> <p>a) Feedback for the end of grant report to Cambridgeshire Community Foundation is that the defibrillators have both been used.</p> <p>b) Cllr Chapman reported that a member of the public would like to purchase two more units. The parish council can work with them to agree the locations. Cllr Chapman proposed and it was AGREED that the parish council will take on custodianship once installed.</p>	Agreed
273/23-24	<p>Cemetery and September Gardens</p> <p>a) The Clerk reported that a review of the allotment plots has been carried out in readiness for this financial year. Feedback on having a community plot was largely positive.</p> <p>b) The Clerk reported that guidance from the National Allotment Association suggests that the number of plots we have make an allotment association unviable. Cllr Lowry highlighted the issue with access to the rear plots and the roadside plots being flooded. Cllr Chapman added that we want to work with allotment holders to make sure the facilities are fit for purpose. Cllr Chapman proposed and it was AGREED to have a meeting with allotment holders on a Saturday or Sunday on site. Cllr Chapman, Cllr Lowry and Cllr Keppel-Spoor will attend. Cllr Chapman raised an issue with access to the water tap, a small path would be beneficial. It was proposed and AGREED for the Clerk to investigate funding opportunities for paths. Cllr Chapman also highlighted that the post for the tap needs replacing. It was proposed and AGREED for Cllr Keppel-Spoor to action this.</p> <p>c) The community allotment initiative will be discussed as part of the on-site meeting.</p>	Agreed Clerk Agreed Clerk Agreed Cllr Keppel- Spoor
274/23-24	<p>Clerk's report and requests</p> <p>a) The Benwick parish council Facebook page now live. Cllr Chapman to promote the page within the Benwick Community page.</p> <p>b) The .gov.uk domain helper session was attended, run by a Cabinet Office team. Fenland District Council are unable to assist us with the switch. Cllr Chapman proposed and it was AGREED to proceed with quotes from the list of providers supplied by the .gov.uk helper service.</p>	Cllr Chapman Agreed Clerk
275/23-24	<p>Highways matters</p> <p>Cllr Taylor advised that the solar panel and a new battery have been installed on the MVAS unit. Cllr Taylor to agree a date with Cllr Ablewhite to do a data download.</p>	Cllr Taylor
276/23-24	<p>Cambridgeshire and Peterborough Association of Local Councils Affiliation</p> <p>a) Cllr Chapman proposed and it was AGREED to renew the parish council affiliation for the 2024/25 period.</p> <p>b) Cllr Chapman proposed and it was AGREED to opt-in to the data protection officer scheme for an additional fee.</p> <p>c) Cllr Chapman proposed and it was AGREED to approve this chosen option as an additional payment for this month's expenditure.</p>	Agreed Agreed Agreed

277/23-24	Income & Expenditure a) It was proposed by Cllr Chapman and AGREED to approve the following accounts for payment.		Agreed
	Npower	Electricity Invoice for March 2024 - DD paid 19/03/2024 (inc. VAT) Sub-total pre-authorised by Council	£ 153.20 £ 153.20
	HHA Grounds Maint. N. Oliver A Barnes R Robinson S Lowry S Lowry S Lowry SLCC SLCC Benwick in Bloom Fenland District Council CAPALC	March Cemetery maintenance (inc. VAT) January to March verges maintenance Expenses & salary Expenses & salary Community Lounge reimbursement Hedgerow planting project reimbursement Community Lounge sundries advance Allotment management site facilities training Allotment management tenancies training Parish Council donation awarded for 2024/25 Uncontested election costs May 2023 CAPALC 2024/25 affiliation Subtotal to authorise for payment now	£ 392.40 £ 185.00 £ 504.71 £ 106.56 £ 50.62 £ 41.99 £ 50.00 £ 36.00 £ 36.00 £ 200.00 £ 331.08 £ 484.11 £ 2418.47
		TOTAL EXPENDITURE AUTHORISED	£ 2571.67
	b) The Clerk's report on the March 2024 Bank Balances is at Appendix 1. c) The quarterly budget statement (January – March 2024) is to be circulated.		
278/23-24	Correspondence a) Rural Services Network Bulletin (emails 20/03/24, 26/03/24, 03/04/24) b) FDC Press release (emails 06/03/24, 06/03/24, 14/03/24, 14/03/24, 18/03/24, 24/03/24, 03/04/24) c) FDC Local Nature Recovery Strategy Survey (email 14/03/24) d) FDC Planning Meeting Agenda (email 24/03/24) e) FDC IT department .gov.uk response (email 18/03/24) f) NALC Chief Executive's Bulletin (emails 14/03/24, 24/03/24) g) CCC Traffic Management Centre (email 06/03/24) h) CCC Local Nature Recovery Survey (email 18/03/24) i) CCC Emergency TTRO (email 19/03/24) j) CCC Supporting Communities to benefit from the energy transition (email 03/04/2024) k) CCC The Library Presents Spring 2024 (email 03/04/2024) l) CCC Cambridgeshire Matters (e-mail 03/04/24) m) Cambridgeshire and Peterborough Combined Authority Electric Vehicle Charging Points Survey (email 06/03/24) n) NHS Integrated Care System Newsletter (email 06/03/24) o) Parish Council Domains Helper Service (email 24/03/24) p) Cambridgeshire ACRE Newsletter (email 27/03/24) q) Cambridgeshire SLCC The Great Collaboration East Anglia (email 03/04/24)		
279/23-24	Planning No planning applications received.		
280/23-24	Biodiversity and Habitat Initiatives Cllr Lowry updated that the wildflower planting morning was very successful. Thanks to Benwick in Bloom for providing volunteers. All the agreed areas were sown. Thanks also to FACT for providing refreshments. Cllr Lowry to string area off planted areas.		Cllr Lowry
281/23-24	Agenda Items/Next Meeting The date of the next Parish Council meeting is Thursday 9 May 2024. The Annual Parish Assembly will also take place on this date. Items to be included on agenda should be with the Clerk by Tuesday 30 April 2024.		

Meeting closed: 21:25

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2024	
Benwick Parish Council			
Prepared by Abbey Barnes (Clerk & RFO)			
Date	07/04/2024		
Approved by		Chair	
Date	08/04/2024		
Balance per bank statements at end	31/03/2024	£	£
Current Account		23,836.06	
NS&I		41,451.24	
			65,287.30
Less: Unpresented Cheques			
Cheque Number	amount		
	2895	250.00	
Less: Mistaken credit to bank			250.00
Add: Any unbanked cash in transit			0.00
Net bank balances end 31/01/2024			65,037.30
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		58,453.87	
Add: Receipts to date		21,812.83	
Less: Payments to date		21,938.90	
Closing Balance		58,327.80	

Earmarked Reserves:

Verge Planting	£1,067.13		
Community Lounge	£2,279.33	in trust	
Cemetery Extension	£6,327.05		
Street Lighting	£9,426.58		
The Pound	£2,410.00		
Village Sign	£2,000.00		
War Memorial	£6,000.00		
Mooring	£7,961.16		
Allotments	£2,191.35		
General Reserve	£18,665.20		
		E M TOTAL	£39,662.60