



# BENWICK PARISH COUNCIL

## Minutes of Benwick Parish Council meeting on Monday 3 June 2024 at Benwick Village Hall

<b>Present</b>	Cllrs M Chapman, L Keppel-Spoor, R Few, R Emmitt, J Ablewhite, R Taylor and S Lowry. Four members of the public.	
<b>037/24-25</b>	<b>Apologies for absence</b> Mrs A Barnes (Clerk)	
<b>038/24-25</b>	<b>Declarations of Interest</b> Cllrs Ablewhite and Keppel-Spoor declared a non-pecuniary interest in items 051/24-25 in relation to the village hall. Cllr Lowry declared a non-pecuniary interest in item 053/24-25 and 057/23-24 in relation to the Community Lounge.	
<b>039/24-25</b>	<b>Public time</b> Public time opened 19:35 The area around the electricity substation on Doddington Road is overgrown. This will need to be reported to Highways for them to inform the electricity company. Further up Doddington Road there is a cottage where the weeds are growing over onto the footpath. This will need to be reported to Highways. The fencing around the old butchers shop is falling over. This will need to be reported to Fenland District Council. The Benwick in Bloom competition is coming up in early July. This is a good opportunity to get the village tidied up. The tree above the bus shelter is touching the bus shelter, this will need reporting to Fenland. The bus shelter needs a coat of paint and a replacement Perspex pane. Behind the wall at the bus shelter there are very high nettles. This will need reporting to Clarion housing. The hedge on the High Street has not been cut, just past the bus shelter. This will also need reporting to Clarion housing. The verges around the village and along the river are in need of attention. Cllr Chapman reported that he had spoken to the verge maintenance contractor and the issue has been with the very wet weather, they are planning to cut this week. The drains are blocked between the two bridges opposite the church cemetery, this needs to be reported to Anglian Water. Public time closed 19:40	Clerk Clerk Clerk Clerk Cllr Chapman Clerk Clerk Clerk
<b>040/24-25</b>	<b>Youth and Community Coordinator</b> Stephanie Webb (Cambridgeshire County Council's Youth and Community Coordinator) attended to speak about the Community Services team which has been in place for 1 year. There are 3 people working in this team across the Fenland area. The team do not deliver youth services, but are there to support volunteers and groups who want to establish youth services. This includes online services and initiatives such as the Duke of Edinburgh awards. There is funding available to help develop projects. The team can offer safeguarding training, coaching assistance and policy help. They can also assist with funding bids and assist with making useful connections. The team do a lot of work with schools, including youth surveys. In a recent secondary school survey 12 Benwick residents responded. The topics highlighted were around mental health, loneliness and building relationships. Cllr Chapman asked if there was a small village who has got something set up that we could learn from. Stephanie recommended Gorefield.	Clerk
<b>041/24-25</b>	<b>Confirmation of Minutes</b> Cllr Chapman proposed and it was AGREED to approve the minutes of the parish council meeting held on Thursday 9 May 2024.	Agreed
<b>042/24-25</b>	<b>Action Log</b> The Councillors provided an update on actions assigned to them in the action log, details are included within the minutes under the relevant items.	

043/24-25	<b>County &amp; District Councillors Reports</b> No reports received.	
044/24-25	<b>Damaged book swap shed</b> Cllr Ablewhite updated that the current book swap shed is being removed. The councillors discussed using a decommissioned BT phone kiosk, but this was not deemed a viable replacement due to cost.	
045/24-25	<b>Lilyholt Road soil issue</b> Cllr Keppel-Spoor reported that resident have asked them to raise an issue with soil from the garage and lorry yard being piled behind the fences of residential boundaries on Lilyholt Road. The councillors discussed this issue. Cllr Chapman proposed and it was AGREED that the options for residents are to speak to Fenland District Council Planning and Citizens Advice. Cllr Ablewhite noted that the original planning application included a soil analysis which showed no hazardous materials.	Agreed Clerk
046/24-25	<b>The Mooring</b> Cllr Chapman reported that the grass on the mooring has been cut by our grounds maintenance contractor. Cllr Keppel-Spoor requested a budget for planting of the mooring. Cllr Chapman proposed and it was AGREED that a budget of £50 for the replanting of the mooring be granted.	Agreed
047/24-25	<b>Electric Charging points</b> To discuss and agree any actions regarding the Cambridgeshire County Council Electric Vehicle Infrastructure Team e-mail (forwarded 18 May 2024). <a href="#">The only suitable location I think we would have is next to the village hall. You do need to make the space(s) available overnight to residents as part of the agreement.</a> The only land owned by the parish council in the Pound. There was discussion round turning green space into parking. There may be a viable option outside the park if Fenland owned land can be utilised. It was proposed and agreed to try and find a suitable location. Cllr Chapman to progress with the Clerk.	
048/24-25	<b>Defibrillators</b> To discuss and agree the location for the 2 additional units received. <a href="#">The 2x new units have been received and are safely locked away in my garage.</a>  <a href="#">The primary school have confirmed that the unit that sits outside the school is the property of the ambulance service (there also is a school owned one inside the school), it has been awaiting a replacement battery which has now been received and they do intend to get it back into the housing asap.</a>  <a href="#">Jim Eglan is keen for a unit to go at the entrance to Cricketers Way and a resident has agreed to this. The other location he would like to see is on Lilyholt Road at the Chapel Gardens end. He believes there is a resident willing to do this, but needs to confirm when they are back from holiday.</a>	
049/24-25	<b>Financial Regulations</b> To review, amend and approve the council's version of the new NALC model Financial Regulations. <a href="#">There is a printed copy of these with the agendas. Please can someone mark up any amendments you want made as I think it will be very hard to do from the Dictaphone alone.</a>	
050/24-25	<b>Insurance renewal</b> To review the quotations obtained and agree: a) which provider to use b) the term (12 or 36 months) c) any amendments or additions to the policy schedule if required <a href="#">Zurich have confirmed in an email 28/05/24 that the river mooring is covered under the public liability section of the policy.</a> <a href="#">Clear Councils have confirmed in an email 28/05/24 that if we remove the playground and sporting equipment elements they have previously included they can reduce the policy to £832.93 for a 12 month policy and £805.16 for a 36 month policy. They have yet to confirm that the river mooring is included in the policy. Their policy does also not include employee / councillor cover which is worth bearing in mind.</a> The council discussed the three quotations obtained. It was proposed and AGREED to take out a 3 year policy with Zurich. It was noted that the asset register values will need to be amended.	
051/24-25	<b>Village Hall</b> Update from Cllr Ablewhite.	

	Cllr Ablewhite updated that the legal documentation should be received by the end of June. An insurance assessor has been on site today to look at the damage to the village hall wall. The kitchen door and windows will need to be replaced.			
<b>052/24-25</b>	<b>War memorial</b> Update from Cllr Chapman. Cllr Chapman reported that we have been provisionally accepted for a grant. The next step in the process is a condition survey, which needs to be carried out by an approved contractor. Cllr Chapman has asked FDC to provide details of who they use.			
<b>053/24-25</b>	<b>Community Lounge</b> Cllr Lowry reported that the first community fridge has taken place. 30kg of food was saved from going to landfill. The community lounge is running well. Cambs ACRE visited last week. On 17 August the community lounge will host a Breast Cancer Awareness afternoon tea.			
<b>054/24-25</b>	<b>Highways matters</b> Cllr Ablewhite reported the MVAS speed sign is still running well. A download of the data has taken place. Month on month data appears to be similar. For May 2024, there were around 508 vehicle movements along Doddington Road per day. 98% of the total were under 40mph. Cllr Ablewhite proposed the data is presented to the police to see if they can advise on the best course of action to deter speeding between 41mph and 70mph. Cllr Chapman will speak to our local police contact.			
<b>055/24-25</b>	<b>Cemetery and September Gardens</b> To discuss and agree any actions required for the Cemetery and September Gardens. Cllr Chapman reported that he had spoken to HHA Grounds Maintenance about the cemetery maintenance not being as it should. They returned to site the following day.			
<b>056/24-25</b>	<b>Clerk's report and requests</b> Nothing for this meeting.			
<b>057/24-25</b>	<b>Income &amp; Expenditure</b> a) Members to consider and approve the following accounts for payment.			
	Npower	Electricity Invoice for <b>December 2023</b> - DD paid 17/05/2024 (inc. VAT) <b>Sub-total pre-authorised by Council</b>	£ 179.71 <b>£ 179.71</b>	AGREED
	HHA Grounds Maint. A Barnes S Lowry I Cooper	May Cemetery Maintenance (inc. VAT) Expenses & salary Community Lounge sundries advance 2023/24 Internal audit fees <b>Subtotal to authorise for payment now</b>	£ 419.87 £ 659.21 £ 50.00 £ 150.00 <b>£ 1279.09</b>	
		<b>TOTAL EXPENDITURE AUTHORISED</b>	<b>£ 1458.79</b>	
	b) Clerk to report on the May bank balances and reconciliation statement			
<b>058/24-25</b>	<b>Correspondence</b> a) Rural Services Network Bulletin (email 12/05/24, 18/05/24, 22/05/24) b) FDC Press release (emails 12/05/24, 12/05/24, 12/05/24, 18/05/24, 20/05/24, 22/05/24) c) FDC Council Meeting Agenda (email 12/05/24, 18/05/24) d) FDC Planning Committee Agenda (email 20/05/24) e) NALC Chief Executive's Bulletin (emails 12/05/24, 18/05/24, 26/05/24) f) CCC Street works TTRO24-746 (email 18/05/24) g) Cambridgeshire Community Foundation Grants Bulletin (email 12/05/24) h) Cambridgeshire and Peterborough Integrated Care System Newsletter (email 12/05/24) i) SLCC Martyn's Law presentation (email 18/05/24) j) NALC Good Councillor's guide (email 18/05/24) k) Benwick in Bloom update (email 20/05/24) l) Clerk re BT telephone kiosk (email 22/05/24) m) Cllr T Taylor re The Elms (email 22/05/24) n) Gallagher Community Matters Newsletter (email 26/05/24)			
<b>059/24-25</b>	<b>Planning</b> No planning applications received for this meeting.			

<p><b>060/24-25</b></p>	<p><b>Biodiversity and Habitat Initiatives</b>  Cllr Chapman reported that he had received advice that the grass needs to be cut often during the first season to allow wildflower seed to thrive. Cllr Taylor stated that we cut the grass twice in close succession prior to sowing as was advised at the time.  Cllr Ablewhite reported that he has been informed the seed we purchased has an unusually low germination rate. There was discussion around the cost of the seed being high. It was proposed and agreed for the Clerk to write to JT Seeds and request a refund.</p>	
<p><b>061/24-25</b></p>	<p><b>Agenda Items/Next Meeting</b> - to agree the date of the next Parish Council meeting proposed to be Monday 8 July 2024. Items to be included on agenda should be with the Clerk by Monday 1 July 2024.</p>	