

CHRISTCHURCH PARISH COUNCIL

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Clerk: Dave Gibbs

To Members of the Public and Press

9 June 2022

You are Invited to attend a Meeting of Christchurch Parish Council
to be held in Christchurch Community Centre
for the purpose of transacting the following business.

On Monday 13 June 2022 at 7.30pm

**Members of the public and press are invited to address the Council
at its Public Time from 7.35pm to 7.50pm**

Yours truly

Dave Gibbs

(Clerk/Proper Officer)

AGENDA

020/22-23 Apologies for Absence

021/22-23 Declarations of Interest

Councillors to declare any interests in respect of any item to be discussed at this meeting:-

- a) Disclosable Pecuniary Interest
- b) Non-Pecuniary Interest
- c) Sensitive Pecuniary Interest

022/22-23 Chairman's Announcements

To receive such announcements as the Chairman may wish to make to the Council

023/22-23 Public Time

To receive representations from members of the public regarding issues pertinent to the Council

024/22-23 Vacancy for a Parish Councillor

To consider applications from eligible individuals for co-option to fill the vacancy

025/22-23 Confirmation of Minutes

To approve and sign the minutes of the meeting held on 9 May 2022

026/22-23 Matters Outstanding

- a) Bus shelter improvement project - update
- b) Pavement outside Field Lodge, Upwell Road - update from Clerk
- c) Roadside drains - update from Clerk
- d) Benches, play equipment, outdoor gym - update from Clerk

027/22-23 Police Report

To report on policing matters in the area over the last month

028/22-23 County & District Councillors Reports

To receive reports from Cllrs Count, French, Sutton and Tanfield

029/22-23 Clerk's Report

To receive a report on meetings attended and correspondence received

030/22-23 Members and Residents Issues

To consider any matters raised by Members of the Council and local residents

031/22-23 Recreation Ground Extension

- a) To receive an update on developments since the last meeting
- b) To discuss maintenance of the dyke and resolve accordingly

032/22-23 Street Naming

To consider the following names for the development on the former Memorial Hall site:

- a) Holy Cross Gardens
- b) Sayers Gardens
- c) Spire Gardens

033/22-23 Finance

- a) To receive a financial report from the Clerk as at 31.5.22
- b) To approve the following payment:
Clerk salary and home office allowance £ 360.79
- c) To consider the implications of the forthcoming closure of the Wisbech branch of Barclays Bank and to resolve accordingly
- d) To review the list of authorised signatories for the Council's bank accounts

034/21-22 Confidential Item

To resolve to exclude the press and public from the following item by reason of the confidential nature of the business to be transacted, in accordance with paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

Legal matter

035/22-23 Matters for Next Meeting

To discuss future agenda items from Councillors

036/22-23 Date of Next Meeting

To confirm the date of the next meeting as Monday 11 July

CHRISTCHURCH PARISH COUNCIL

Minutes of a Meeting of Christchurch Parish Council held in the Community Centre on Monday 9 May 2022 at 7.30pm

Present: Cllrs P Owen (Chairman), S Aldridge, J Bliss, J Hughes, K Miller, Cllr W Sutton (FDC), D Gibbs (Clerk), A Nason (Parishioner)

001/22-23 Apologies for Absence
Cllr R Gladwin

002/22-23 Declarations of Interest
None

003/22-23 Chairman's Announcements
None

004/22-23 Public Time
No matters were raised.

005/22-23 Annual Meeting of the Parish Council

- a) Election of Chair - Cllr Hughes was proposed by Cllr Aldridge, seconded by Cllr Miller and duly elected. Members resolved to allow him to sign the declaration of acceptance at the end of the meeting. Cllr Hughes thanked Cllr Owen for his six years as Chairman of the Council and for his contribution as a Councillor, which he hoped would continue.
- b) Election of Vice Chair - Cllr Miller was proposed by Cllr Hughes, seconded by Cllr Aldridge and duly elected. Members resolved to allow her to sign the declaration of acceptance at the end of the meeting.
- c) Standing Orders and Financial Regulations - The Clerk confirmed that the Council has adopted the latest model documents and members resolved to re-adopt them.
- d) Confirmation of insurance arrangements - The Clerk confirmed that the Council holds adequate insurance against all risks with Royal & Sun Alliance Insurance arranged through Community Action Suffolk with a renewal date of 1 October.
- e) Review of the Council's subscriptions to other bodies - The Council holds subscriptions to the Cambridgeshire & Peterborough Association of Local Councils, renewed in April and to Cambridgeshire ACRE, renewed in March. Members resolved to continue both subscriptions.
- f) Confirmation of meeting dates for the municipal year - Members resolved that the Council will meet on the second Monday of every month, with the exception of April's meeting, which will take place on the third Monday to avoid the Easter Monday bank holiday. Meetings will take place on 13 June, 11 July, 8 August, 12 September, 10 October, 14 November, 12 December, 9 January, 13 February, 13 March, 17 April, and 8 May.

006/22-23 Confirmation of Minutes
Minutes of the meeting held on 11 April 2022 were correctly recorded and signed as being a true record.

007/22-23 Matters Outstanding

- a) Bus shelter improvement project - No update.
- b) Pavement outside Field Lodge, Upwell Road - No further update. Cllr Aldridge

noted that the anticipated works had not commenced and another deadline had been missed. The Clerk will investigate.

- c) Roadside drains - No update. The Clerk asked members to monitor the drains during heavy rain.
- d) Benches, play equipment, outdoor gym - The Clerk confirmed that the benches had been ordered.
- e) Vehicular access to property in Crown Road - The Clerk reported that no application had been submitted to the County Council.
- f) Installation of a buffer zone in Upwell Road - The Clerk has nominated this location for consideration.

008/22-23 Police Report

No meetings have taken place this month.

009/22-23 County & District Councillors Reports

Cllr Sutton congratulated Cllrs Hughes and Miller on their elections as Chairman and Vice Chair respectively. He reported that the District Council is considering an amendment to its proposals for the boundary review which would merge the parish of Christchurch into March East ward, with three elected members. The Council discussed the issue and resolved to oppose the proposed changes. They asked the Clerk to submit an official objection to the Boundary Commission regarding the proposal and the fact that it had not been part of the public consultation. Cllr Sutton also reported that the draft Local Plan was due to be approved by the District Council prior to public consultation.

010/22-23 Clerk's Report

The Clerk reported on meetings attended and correspondence received, including the County Council's Transport Strategy consultation, the Police and Crime Commissioner's virtual round table and the Environment Agency's virtual exhibition room to highlight this year's bank works at Welney.

011/22-23 Members and Residents Issues

No issues were raised.

012/22-23 Recreation Ground Extension

The Clerk reported that the planning application would require details of the proposed uses of the site and a layout plan, which are yet to be agreed. Members suggested using the Jubilee celebrations as an opportunity to consult residents and seek volunteers for a steering group.

013/22-23 Emergency Plan

Cllr Miller agreed to lead on the creation of an emergency plan.

014/22-23 Affordable Housing

The Clerk reported that Cambridgeshire ACRE will contact local housing associations to ascertain interest in working towards a scheme in Christchurch.

015/22-23 Planning

Members considered the following application:

F/YR22/0406/VOC - Variation of Condition 09 (condition listing approved plans) to allow for amended solar farm layout including new ancillary buildings relating to planning permission F/YR19/0810/F (Installation of a ground mounted solar V array solar farm with substation compound, battery energy storage facility and associated ancillary development) - Coldham Wind Farm, Coldham Estate, March Road, Coldham

They resolved to offer no objection.

016/22-23 Street Naming

Members considered a proposal to name the development of the former Memorial Hall site "Nine Tailors." They resolved to support the proposal.

017/22-23 Finance

- a) The management accounts as at 30.4.22 showed income of £8,000.00 and expenditure of £1,097.96, resulting in a surplus of £6,902.04 and total funds held of £47,458.31.
- b) Members confirmed the register of assets as at 31 March 2022.
- c) Members approved the Internal Audit Report. No issues were raised requiring their attention.
- d) Members approved the Annual Governance Statement 2021/22 to be signed by the Chairman at the end of the meeting.
- e) Members approved the Accounting Statements 2021/22 to be signed by the Chairman at the end of the meeting.
- f) Members confirmed the dates of the period for the exercise of public rights as Monday 13 June to Friday 22 July.
- g) Members resolved to reappoint Ivan Cooper as Internal Auditor for the 2022/23 financial year.
- h) Members noted the following sum received:
Fenland District Council (precept)..... £8,000.00
- i) Members approved the following accounts for payment:
Clerk salary and home office allowance..... £ 360.79
I Cooper (audit fee)..... £ 140.00
Citizens Advice Rural Cambs (£137 donation) £ 50.00

018/22-23 Matters for Next Meeting

Vacancy for a Councillor.

019/22-23 Date of Next Meeting

The date of the next Meeting of the Parish Council will be Monday 13 June.

Agenda Item No.	029/22-23	Christchurch Parish Council
Meeting Date	13 June 2022	
Report Title	Clerk's Report	

1. Purpose of Report

To report on meetings attended and correspondence received.

2. Report

Meetings attended:

Neighbourhood Police - 20 May

Cambridgeshire Highways - 26 May

Correspondence received:

Cambridgeshire County Council - Cambridgeshire Matters newsletter, Transport strategy stakeholder engagement survey - to 19 June, March household recycling centre consultation - to 6 July, Summer holiday activities and food programme information

Cambridgeshire Highways - Roadworks and events diary, road closure Upwell Road - 1 to 5 August

Fenland District Council - Welcome pack for Ukrainians, 40th anniversary of Neighbourhood Watch, Community Safety Partnership free scams and cyber crime training - 7 July

Cambridgeshire & Peterborough Association of Local Councils - monthly bulletin and summer training programme

Police and Crime Commissioner's Office - Virtual roundtable - 27 June

Cambridgeshire & Peterborough Combined Authority - Local transport and connectivity plan consultation - to 4 August

Cambridgeshire ACRE - webinar on rural affordable housing - 6 July

Queen Elizabeth Hospital - modernisation newsletter

Environment Agency - Ouse Washes newsletter

Graham Chappell/CCC Highways - Honey Farm Bend LHI payment

3. Recommendations

Members note the report.

Report Author	Dave Gibbs
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Christchurch Parish Council - Receipts & Payments Summary as at 31.5.22

Income	Year to Date		Budget	%
FDC Precept	£	8,000.00	£ 16,000.00	50.00
FDC Concurrent Functions Grant	£	-	£ 2,567.00	0.00
Allotment Rents	£	-	£ -	0.00
Allotment Rates	£	-	£ -	0.00
Community Centre	£	-	£ -	0.00
Grants	£	-	£ -	0.00
Donations	£	-	£ -	0.00
Recycling Credits	£	-	£ -	0.00
Bank Interest	£	-	£ 2.00	0.00
VAT Refunds	£	-	£ 6,521.00	0.00
Miscellaneous	£	-	£ -	0.00
Total Income	£	8,000.00	£ 25,090.00	31.89

Expenditure

Clerk's Salary	£	721.58	£ 4,550.00	15.86
Fees	£	140.00	£ 370.00	37.84
Subscriptions	£	406.03	£ 425.00	95.53
Admin Expenses	£	294.14	£ 500.00	58.83
Insurance	£	-	£ 700.00	0.00
Drainage Rates	£	-	£ 80.00	0.00
Recreation Ground	£	-	£ 10,300.00	0.00
Churchyard	£	-	£ 245.00	0.00
Community Centre	£	-	£ -	0.00
Street Lights	£	-	£ 2,500.00	0.00
Section 137 Payments	£	50.00	£ 2,000.00	2.50
Highways	£	-	£ 2,642.00	0.00
Recoverable VAT	£	37.00	£ -	0.00
Total Expenditure	£	1,648.75	£ 24,312.00	6.78

Summary

Total Income	£	8,000.00
LESS Total Expenditure	£	1,648.75
Net Surplus or Deficit	£	6,351.25

Balance Sheet

Balance B/fwd	£	40,556.27
Surplus or Deficit	£	6,351.25
Balance C/fwd	£	46,907.52

Represented by

Barclays Community Account	£	26,759.37
Barclays Business Premium Account	£	20,148.15
Cash / Cheques	£	-
	£	46,907.52