**Wiggenhall St Mary Magdalen** **Parish Council**

**Minutes of the Ordinary Meeting of the above named Parish Council held on 9th March 2017**

**Present - Cllrs:** J Anderson, R Bone, R Chitty, E Fisher (Chairman), P Heyes, P Koczerzat J Morton,

Clerk – S Goodwin

1. **Apologies for absence**

 None

1. **Minutes of Meetings**

9February 2017. ‘and rural Police’ added to 226.16’ Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

1. **Declarations of Interest and Requests for Dispensations**

None

1. **Public Speaking**

No comments were made

1. **Co-option**

Vacancies are advertised on PC noticeboard, PC website, in Village Voice and Eagre News

1. **Matters arising (for information only)**

187.16d Wordpress training took place 31 January. Cllrs Fisher, Heyes and Koczersat attended. All trainees now have an access code

226.16 Local farmers had been made aware of report of illegal shooting of wildlife received by PC in order that they could be on guard against intruders onto their land.

1. **Correspondence (for information only)**

a Cambridgeshire ACRE (Action with Communities in Rural England) details of fees

b Invitation for clerk to attend SLCC (Society of Local Council Clerks) meeting in April – matter to be on next agenda

c CPRE (Campaign for Protection Rural England) Planning campaign. Request for PC to support it. Matter to be on next agenda

d Downham Market Crime update figures for February 2017

1. **Highways**

a Update on highways repairs given. Clerk to find out what NCC (Norfolk County Council) has actioned at Horseshoe Barn.

Discussion took place as to what PC (Parish Council) could do about obstructions on verges. Matter to be raised at next SNAP (Safer Neighbourhood Action Plan) meeting

b Prices for 2 new posts obtained from Glasdon. Cllr Chitty to investigate cheaper way of installing bins. Clerk to investigate possibility of installing a dog waste bin at pedestrian access gate by West bank of Relief Channel. Licence for installation of bin by railway abutments has been applied for by BC

1. **Emergency Plan**

 Flood information leaflets from EA (Environment Agency) distributed by Eagre News.

1. **Reports**

a Environmental – Emergency Planning Officer has agreed to attend, or to send a representative to Emergency Planning event to be held in the village. Historical flood info. and pictures to be obtained for displays. Investigation is being made as to what dredging was promised and what has been carried out by EA (Environment Agency)

b Cleaning Group – 2 large sacks of litter collected between Toll Bar Corner and Archdale Barn. Litter survey to be completed by Cllr Bone

c Speedwatch Team - Cllr Bone reported that submitted volunteers’ details have been approved and Janet Overton is to visit village to assess inspection points

d SNAP (Safer Neighbourhood Action Plan) meeting in April to be attended by Cllr Fisher

1. **Review**

a Review of Risk Assessment revealed that wording concerning potential loan for street lighting can now be deleted

b FOI (Freedom of Information) Publication Scheme was agreed with no modifications

1. **Community Involvement Consultation**

No comment is to be sent

1. **Cemetery**

a Resolved extra condition to be added to cemetery price list that tablets to be laid, and remain, level with the soil

b Inspection to take place at 7pm on 6April. P Jones (maintainer) to be invited. Location of proposed new row of ashes interments to be discussed

c It was agreed that as a token of thanks, fees be waived for family who have historically assisted the village in many ways.

d Application for headstone on ashes interment plot approved

1. **War Memorial**

Councillors to ascertain best method of cleaning war memorial when cleaning is necessary

1. **Allotments**

a Agreed that plots be let following application for approximately 2 acres for sheep grazing. Clerk to confirm precise requirement.

b Clerk showed photos of current state of grazing land including overgrown central dyke/ditch. Discussion took place as to whether this should be cleared and how to maintain outer dykes bordering with Eau Brink Farm land.

 Cllr Chitty left the meeting

 Clerk to request Eau Brink Farm, as a favour to PC, to trim both sides of dykes adjoining PC grazing land.

 Resolved that a further inspection of the land to be undertaken in Spring to enable PC to better determine how to maintain and improve access for licensees and their vehicles, while preserving the central dyke/ditch as a habitat for wildlife.

1. **Planning**

a 17/00003/F Front bay extensions and rear single storey extensions, 7 Church Road, Magdalen. No observation either in favour or against the proposal.

b Clerk to send proposed format for considering future plans. Matter to be on next agenda

1. **Finance**

a Resolved to accept accounts to 28 February. These were checked and signed as correct by Cllr Heyes

b Resolved to agree online payments be made

c Update on HMRC credit and payroll administration by Cambridgeshire ACRE (Action with Communities in Rural England) is that all credit is now used

 and format for showing credits and therefore tax to be paid by employer has been improved.

d Signed form to remove discontinued contacts and users from Unity Account

1. **Councillors Concerns and Future Agenda Items**

Article to be sent to Eagre News for next edition pointing out that any items of concern for which the Parish Council is responsible should be sent in writing to the clerk. Name and address must be included

1. **Public Speaking**

Appreciation expressed of Cllr Chitty’s contributions to PC

1. **Date of Next Meeting**

13 April 2017, which will start after Annual Parish Meeting closes or at 7.30pm, whichever is soonest

 Meeting closed at 9.40 pm

Chairman …………………………………………………. Date …………………………………..