

Minutes of Cherry Willingham Parish Council held at 7.00pm
On 17th October 2022 held at The Vine, Cherry Willingham

Present: Cllr J Robinson, Cllr J Trahearn, Cllr I Lacy, Cllr S Brylewski, Cllr I Fleetwood, Cllr M Palmer, Cllr Andy Burge, Cllr Angela Burge, Cllr B Robinson, Cllr P Bucke, Cllr Bridgwood

No members of the public were in attendance.

The meeting commenced at 7.00pm

2022-123 Apologies, welcomes and attendance, including accepting apologies and the reason for absence where given.

Cllr Mellor – Absence reason noted and accepted.

Cllr Houghton – Absence noted (Cllr Houghton's apologies subsequently received).

Cllr Scott – Absence noted (Cllr Scott's apologies had been received before the meeting but not passed to Council).

Cllr Bates – Absence noted.

2022-124 To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensations in relation to Disposable Pecuniary Interests or other interests as outlined in the Council's Code of Conduct.

- i) Cllr Lacy declared an interest in Item 11 as is a volunteer for Oasis.

Cllr Bates arrived at 7.10pm

2022-125 To receive the notes of the Council meeting held on 6th September 2022 and agree for them to be signed as a true record.

Council **RESOLVED** unanimously to accept the notes as a true record and agreed for them to be signed.

Council **RESOLVED** unanimously to accept the Confidential notes as a true record and agreed for them to be signed.

2022-126 To receive reports from outside bodies, including the Police, District and County Councillors (if any) and agree actions as required.

- i) Report from DCllr Welburn had been circulated earlier.
- ii) DCllr Hill advised that regarding the planning application on Rudgard Avenue she had attended the site visit but as she had not been at the next meeting, she was advised that she could not vote so abstained.
- iii) DCllr Darcel has attended three meetings which he found useful; two with the police centred on steering young people from a life of crime and reporting and follow up of crime and one looking at issuing an information pack to on help that is available to relieve inflation concerns.

2022-127 To receive a report on actions taken regarding the security and safety of the Bleak Farm site and agree any further actions as required.

Clerk advised that the steps agreed at the last meeting have been actioned. As no response has been received from either Tennyson Homes or the Police a further letter has been sent to Tennyson Homes and an email has been sent to the Police Crime Commissioner (PCC). A response from the PCC means a further letter is to be sent to the Chief Constable.

2022-128 To receive a report from the Chair.

- i) To receive a report from the Annual Parish Meeting

The Chair passed her thanks to all attendees at the recent Annual Parish meeting and those who helped set everything up and deliver the meeting. The Clerk confirmed that there were fifty-four residents in attendance. It was felt that overall, it had been a very positive meeting and it was noted that the majority of those present had agreed that the sum of £7500 could be added to the precept to help purchase play park equipment. The Chair asked all committees to take note of any comments that had been made.

The only issue raised by residents had been the planning application at Rudgard Avenue. The Chair thanked Cllr Fleetwood for responding to the residents' questions in his role as District Councillor.

The Chair advised that she had received a complaint regarding the behaviour of a councillor at the meeting and invited Cllr Palmer to read a statement detailing her complaint. Council agreed that the Planning Committee will produce an explanation, which will be published, of the planning application and the reasons for its approval by WLDC to ensure that residents have the correct information and to advise them on what steps can be taken when the full planning application for Rudgard Avenue is presented to WLDC. (**ACTION** – Planning Committee) It was also noted that when speaking at a parish meeting, councillors should make it clear in what capacity they are speaking.

Thanks, were also passed to all Parish Councillors and Cherry Fields volunteers who had worked tirelessly to complete the car park entrance at the allotments; they had done a very professional job and saved the village thousands of pounds. Thanks, were also given to those who gave up their time to do maintenance work at the burial ground and plant spring bulbs.

2022-129 To receive a report from the Clerk.

Report had been circulated earlier.

2022-130 To consider & approve Co-option policy.

RESOLVED unanimously to approve the Co-option policy.

2022-131 To consider the setting up of a Funding Committee.

RESOLVED unanimously to set up a Fund-Raising Group. The L&A Committee in conjunction with the VIC to discuss at their next meeting. Cllr Angela Burge & Cllr Palmer to look at creating Terms of Reference. (**ACTION** – Cllr Angela Burge & Cllr Palmer)

2022-132 Financial matters.

- i) To receive the schedule of receipts and payments for September 2022
Schedule of receipts and payments for September 2022 received.
- ii) To receive the bank reconciliation for the quarter ending September 2022.
Bank reconciliation for September 2022 received and signed by Cllr Bridgwood.
- iii) To agree to the purchase of a Remembrance Wreath under S137.
RESOLVED unanimously for the Clerk to purchase a wreath up to the sum of £30. (**ACTION**-Clerk)
- iii) To consider and approve a new 3-year contract with EON if one is available and agree action to be take in the event that only a one-year contract is offered. Clerk confirmed that she has received notification from EON Next that no further three- or one-year contracts are likely to be available for the next 12 months and that CWPC will automatically be switched to a Business Flexible

tariff, details were provided of the additional costs. **RESOLVED** unanimously for the Clerk to have delegated powers to seek a cheaper deal elsewhere if possible. (**ACTION** – Clerk)

- iv) To receive an update on the Council's insurance policy.
Clerk confirmed that with the Chair's agreement the Council now has a new three year fixed term agreement for the sum of £1762.48.
- vi) To approve the continued assistance of Mrs Hodgson to the Clerk/RFO for a further 6 months.
RESOLVED unanimously to approve the continued assistance of Mrs Hodgson for a further 6 months.
- vii) To agree to request the Cricket Club advise by 1st December as to whether the £5000 set aside to purchase the new nets is required. (**ACTION** – Clerk)
RESOLVED unanimously to agree to request the Cricket Club advise by 20th November as to whether the £5000 set aside to purchase the new nets is required and to remind the Club that for play to resume next year the steps previously outlined must be adhered to.
- viii) To approve the purchase of new banners with removable numbers and two-month names.
This item was passed to the VIC for them to obtain quotes. (**ACTION** – VIC)

2022-133 To receive a report on progress with the new draft Oasis tenancy and agree and actions as required.

Cllr Lacy provided a report:

- i) YMCA Trustees have agreed in principle to a new lease.
- ii) Solicitors have requested a proper plan and land registry number.
- iii) It is hoped that the final agreement will be ready for the next FCM but delegated powers may be required to get it signed in time for the start date of 1st January. It was **RESOLVED** unanimously that two councillors from Cllr Lacey, Cllr Bridgwood, Cllr Barry Robinson and Cllr Andy Burge will attend a site visit with the YMCA. It was also **RESOLVED** unanimously that should only one be available the Chair will attend as the second councillor. (**ACTION** – Cllr Lacy, Cllr Bridgwood, Cllr Barry Robinson, Cllr Andy Burge, Cllr Jenny Robinson)

2022-134 To receive reports and recommendations (if any) concerning the business of the Council and its Committees, Sub-committees etc, and agree any actions accordingly: (Note: queries from minutes please see the individual Chairs or members outside of the Full Council meeting to expedite the meeting.)

a) Planning matters – Chair: Cllr Bridgwood

- i) To receive a report on any recent planning application
- ii) To approve the actions of the Planning Committee (if any)

Cllr Bridgwood advised that there have been five planning applications received, two had no comments made and three have had comments – Tanfaine access, 23 High Street and 3 Orchard Close and the Council has supported all three applications. An additional comment has been made for the planning application on 11 Church Lane. **RESOLVED** to approve the Planning Committee's actions with one abstention.

b) Leisure & Amenities Committee (L&A) – Chair: Cllr Trahearn

- i) To receive a report from the meeting held on 12th October and approve any recommendations made.
Cllr Trahearn advised that all future site visits will be conducted by two councillors, some quotes are still awaited for outstanding tasks on the playing

fields but it has been agreed with EKM Ltd that whilst conducting the inspections he can fix any small jobs.

- ii) Update on the poplar tree, the resident has been written to and the tree surgeon has been advised to contact the resident directly regarding the investigative work.
- iii) The L&A are hoping to set up a mound on the playing field and there is a planned site visit to take place on 21st October. In addition, quotes are going to be obtained for a tunnel to go in the mound.

Cllr Trahearn passed her thanks on to everyone who volunteered to help clear and plant bulbs in the Burial Ground.

- iv) To approve the replacement of all four bearings with new on the whizz bowl at St Paul's play park and reassemble it to its foundations at a cost of £560 + VAT. **RESOLVED** unanimously for the replacement of all four bearings with new on the whizz bowl at St Paul's play park and reassemble it to its foundations at a cost of £560 + VAT. (**ACTION**-Clerk)
- c) **Cherry Fields Committee (CFC) – Chair: Cllr J Robinson**
 - i) To receive an update on actions taken.
No recent meeting held however the Working Parties are still being held at Cherry Fields on first and third Tuesdays. A recent survey of the trees found that 10% of trees planted this year have died due to the weather. The hire of a pedestrianised mower to cut round the newly planted copses had resulted in a free upgrade to a sit-on mower, which had enabled the volunteers to cut the whole top field. As a result, all the hay has been cut and is in the process of being collected.
- d) **Finance & General Purposes Committee – Chair: Cllr J Robinson**
 - i) To receive a report from any recent meeting and approve any recommendations made.
No recent meeting held.
- e) **Village Improvement Committee (VIC) – Chair: Cllr Andy Burge**
 - i) To receive a report from the meeting held on 5th October and approve any recommendations made.
Speedwatch last week involved four students from Pembroke Academy. Cllr Andy Burge thanked Cllr Palmer for arranging this and it is hoped that students will join in again in the future.
The Christmas tree has been bought and will be delivered on 24th November. Cllr Andy Burge advised that the tree cost was within budget but the cost for 2023 will be higher than this year.
'Dog' signs have been placed on the new lamp posts.
New three step ladder has been bought.
 - ii) To consider and approve options for letting more land on Tanfaine. **RESOLVED** unanimously to lease more land on Tanfaine. **RESOLVED** unanimously to advertise the availability of land on Facebook and noticeboards. **RESOLVED** unanimously to give the VIC authority to select the tenants. (**ACTION** – VIC) It is hoped the next tenant will be in by 1st December 2022.
 - iii) To consider and approve potential locations for the 'Tommy' statues. **RESOLVED** unanimously to offer one large 'Tommy' to the church and place the other two large ones either side of the flagpole. The remaining two small free ones to be used as temporary structures and placed wherever needed. (**ACTION** - VIC)

- iv) Due to the Dale bench exceeding expected cost to retrospectively approve the additional cost of £76.

RESOLVED unanimously to approve the additional £76. (**ACTION** – Clerk)

f) Allotments Implementation Task & Finish Group– Chair: Cllr Barry Robinson

- i) To receive an update on progress and agree to any actions as required.
Planning permission granted and the car park access has been completed.
The marking of the plot area has been completed.
The hardness of the soil is impeding attempts to cultivate/plough but another plough has been obtained and the plan is to try again once the ground is softer.
The hedge plants will arrive in about 3 weeks.
To date thirty-seven people have applied to have a plot and if all those interested actually take one then there will be a small waiting list. 40 plots will be cultivated initially. An additional 2-4 plots can be created but this will be dependant on whether there are sufficient applications to warrant it.
RESOLVED unanimously to authorise the Allotment Task & Finish Group to complete the task of signing up allotment holders, including issuing the plots and agreeing and issuing the final version of the tenancy agreement. (**ACTION** – Allotment Task & Finish Group)

2022-135 To receive a report from the Christmas events subcommittee and agree to any further actions required.

Cllr Palmer provided an update on both the Christmas Lighting event and the Christmas Quiz. All the preparation for both events is in hand and to date forty-nine tickets have been sold for the Quiz. Agreed that both events should be advertised on Facebook and in Cherry News. (**ACTION** – Facebook Administrators, Cllr Palmer, Cllr Angela Burge, Cllr Trahearn)

RESOLVED unanimously to suspend Standing Orders in order for the final agenda items to be completed.

2022-136 To discuss and agree, where possible, the format and timing of any Parish Council organised events in 2023, including potentially the Coronation celebrations.

RESOLVED unanimously for a Party in the Park event to be held on Saturday 6th May or Sunday 7th May, to celebrate the coronation of HM King Charles III. It was suggested that if it were to be held on the Coronation day, we should hire a big screen to show the event.

RESOLVED unanimously to create a Coronation Task & Finish Group consisting initially of Cllr Bridgwood, Cllr Palmer & Cllr Angela Burge. (**ACTION** – Cllr Bridgwood, Cllr Palmer, Cllr Angela Burge). It was agreed that the Cherry Fields Committee should proceed with plans for a picnic on either 1st or the 8th July 2023. (**ACTION** – CFC)

2022-137 To consider and approve amending Standing Orders item 4dviii to state 'shall determine the place, notice requirements and quorum for a meeting of a committee and a subcommittee which for all Cherry Willingham Parish Council committees and subcommittees (including the Burial Committee) to be quorate, other than the Human Resources Committee will require no less than four. The Human Resources Committee will require no less than three to be quorate.'

Chair advised that the correct name for the Burial Committee is the Burial Support Group.

RESOLVED unanimously that the FCM and all committees and sub committees (excluding the Human Resource Committee) must have a minimum of four to be quorate. The Human Resources Committee must have three to be quorate.

2022-138 To consider and approve amending Standing Orders item 4dv to state 'In the event that the Proper Officer has been advised at least one day before the Human Resources Committee meeting that the meeting will not be quorate the Chair of the Parish Council may be substituted for an ordinary member to ensure the meeting is quorate.

RESOLVED unanimously with the amendment that if the Chair has a vested interest in an agenda item, then an ordinary member can attend.

2022-139 TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS.

RESOLVED unanimously to move into closed session.

HUMAN RESOURCES COMMITTEE (HR) – Chair: Cllr LACY

- i) To receive an update on staffing.

2022-140 Councillor's matters for report/notice of items to be included in the November 2022 meeting.

- i) Neighbourhood Planning review.
- ii) Membership of the Burial Support Group.

2022-141 To confirm date of next meeting as Monday 21st November 2022 at 7.00pm. Location to be confirmed.

Next meeting date is confirmed as Monday 21st November 2022. Agenda items are required to be sent to the Clerk no later than 12 noon Thursday 9th November 2022.

Meeting ended 9.15 pm.

Please be aware that these are draft notes until accepted at the November meeting.

Signed.....Cllr J Robinson (Chair)