
Wentworth Parish Council

Minutes of meeting held 16th December 2019

- Present** Cllr E. Atkins,
Cllr D Lee (Chairman),
Cllr L. Sargeant
2 Parishioners
- Locum Clerk: Diane Bayliss
1. **APOLOGIES FOR ABSENCE**
None
 2. **MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**
None
 3. **OPEN FORUM FOR PUBLIC PARTICIPATION**
A complaint had been received about the Footpath on Church Road, which has several twigs, fallen and overhanging branches and is very muddy.
Action: Clerk to contact East Cambs Street Scene about having the footpath swept.
 4. **ELECTION OF VICE-CHAIRMAN**
It was resolved to defer this item until the council has a full complement of councillors.
 5. **TO APPROVE MINUTES OF THE MEETING HELD 21st AUGUST 2019**
It was resolved that the minutes of the minutes held on 21st August 2019 are approved and signed by the chairman.
 6. **TO APPROVE MINUTES OF THE MEETING HELD 11th NOVEMBER 2019**
It was resolved that the minutes of the meeting held on 11th November 2019 are approved and signed by the chairman.
 7. **MATTERS ARISING/REPORTS FROM CLERK AND OR COUNCILLORS**
There were no matters raised that were not already on the agenda for this meeting.
 8. **PARISH CLERK'S VACANCY**
An advert is to be drawn up advertising the post at the appropriate salary scale range. This will be circulated to councillors before posting on the CAPALC website.
 9. **PARISH COUNCILLOR VACANCIES**
There are two vacancies one can be filled immediately and one can be filled after Thursday 19th if 10 people do not request an election. Mrs Belinda Ashdown will be contacted about co-option after the deadline.
It was proposed by Councillor Sargeant, seconded by Ernie Atkin and resolved that Mrs Diane Edwards is co-opted to the council. Mrs Edwards will join the councillors at the next meeting as the paperwork was not available for signing at this meeting.
 10. **COUNTY COUNCILLORS REPORT**
There was no report from the County Councillor.
 11. **DISTRICT COUNCILLORS REPORT**
The report from the District Councillor was received and acknowledged by the members.
 12. **HIGHWAYS MATTERS**
 - a. Councillor Lee reported that several vehicles have been parked on the verge outside a rental property on Main Street which is causing cars and lorries to carve up the verge on the other side of the road. (Dangerous)
Action: A letter will be sent to the letting agent asking them to address the matter.

- b. As above.

13. PLANNING MATTERS

a. PLANNING APPLICATIONS:

19/01573/FUL 49-51 Station Road, Wilburton, Cambridgeshire Change of use of a vehicle dismantling premises to B1 light industrial/office use – the council had no objection to the proposal in principle but are concerned that there might be an increase of traffic.

Action: Clerk to notify District Council of response.

b. Planning Notifications

TPO/E/14/85/TPO Tree work consent for tree at Brightwater, Church Road, Wentworth

PLAN/19/00291 Sunny Acre, Main Street, Wentworth – possible breach of planning control.

The plans for the garage which had been passed were for a one-bedroom property has been converted into a three-bedroom place.

14. STREET LIGHTING UPDATE

- a. Councillor Sargeant reported that she had information about the UMS Certificate and the clerk will complete the process.

Action: Councillor Sargeant

15. FINANCIAL MATTERS INCLUDING PAYMENT OF OUSTANDING ACCOUNTS

- a. **It was proposed by Councillor Lee, seconded by Councillor Atkin and resolved** that the precept is set at £6,500 for the financial year 2020-21.

Action: Clerk to sent precept request to ECDC.

- b. A letter had been received from Lloyds on 4th December 2019 confirming that the signatories on the account had been updated.

It was proposed by Councillor Sergeant, seconded by Councillor Atkin and resolved that the payment for the website hosting should be set up as soon as practical.

- c. Consideration of donating to the Citizen’s Advice Bureau will be given at the last meeting of the financial year.
- d. To Note Receipts:
AgReserve: £304.00
- e. To Pay December Accounts

It was proposed by Councillor Lee, seconded by Councillor Sergeant and resolved that the December payments are approved and paid.

Payments		Net	VAT	Total
Mr G Lowes	Website	£9.99	£2.00	11.99
Cambridgeshire CC	Street Lighting	440.65	£0.00	440.65
Wentworth PCC	Hall Hire	£100.00	£0.00	£100.00
G.G Barnes	Internal Audit Fees	£55.00	£0.00	£55.00
HMRC	VAT Overpayment	£1337.62	£0.00	£1337.62

Action: Clerk to make payments

16. MOTION TO EXCLUDE THE PUBLIC AND PRESS

The meeting was closed to the public and press at 9.06pm

17. TO DISCUSS PREVIOUS CLERK’S SALARY PAYMENT

A contract had been issued to the previous clerk on 1st April 2019 and she had left the council’s employment in **November?** No salary payment had been made up until her leaving date. It was **resolved** that the council would seek advice from the HR consultant about the council’s responsibilities toward the previous clerk in terms of salary and holiday entitlement and once this is established a payroll company will be asked to run the payroll.

The meeting was re-opened to the public and press 9.31pm

18. AGENDA ITEMS FOR THE NEXT MEETING

Street Lighting

Co-option of New Councillor

19. DATE OF NEXT MEETING:

TBC (20th January 2020)

Meeting Closed at 9.32pm

Signed..... Dated.....