

# CARLTON cum WILLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Almancil, Church Road, Carlton  
On Thursday 13 February 2020

**Present:** - Stephen Roberts (Chairman), Giles Dobson, Kate Homan, Paul Archer, Mary Maitland, Polly Fenwick, Robert Foster, Henry Batchelor - County Councillor, Edith Osborn - Clerk

## 1 **Apologies:**

Apologies were received from Geoff Harvey - District Councillor  
A quorum was present.

## 2 **Minutes** of the Meeting held on 26 November 2019.

The minutes of the meeting held on 26 November 2019 were reviewed. Further to those minutes the Clerk is still to organise a scam awareness poster. The Clerk noted that the War Memorial is proposed to be cleaned on 27 April 2020. Paul Archer proposed that the minutes be approved and Polly Fenwick seconded the proposal.

## 3 **Declarations of Interest**

No councillor had any new interests to declare.

## 4 **Administration**

### 4.1 Co-option of councillor

Stephen Roberts introduced Robert Foster to the other councillors and proposed that he be appointed a councillor forthwith and this motion was seconded by Giles Dobson.

### 4.2 Risk assessment

The draft Risk Assessment was reviewed. It was noted that a large number of apples had dropped onto the Millenium footpath but people were moving them to one side to avoid damage to the footpath. The apples could be picked by the residents for their own use.

Emails to residents should be sent by blind carbon copy to comply with privacy of email addresses.

Stephen Roberts proposed that the Risk assessment be approved and Paul Archer seconded the proposal.

### 4.3 Internal Control Review 2020

The papers were reviewed. The Clerk advised that she had updated the Internal Control Review to allow for a councillor other than the signatories to the bank account to verify the bank reconciliations and bank statements on a quarterly basis. Giles Dobson proposed that the Internal Control Review for 2020 be approved and Polly Fenwick seconded the proposal.

### 4.4 Parish Council website

Polly Fenwick noted that WhatsApp would be more useful as a tool for communication for the village than Facebook.

Mary Maitland arrived.

It was decided that the village should have one website which would incorporate the parish council notifications. Polly Fenwick is to progress this and try to amalgamate the information on the old website into the new one, at the same time making the website comply with the new website accessibility legislation.

## 5 **Finance**

### 5.1 Payments proposed for authorisation were:

5.1.1 St Peter's Church	£ 163.49
5.1.2 Clerk's salary	£ 1,519.44
5.1.3 Clerk's expenses	£ 14.19

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Stephen Roberts mentioned that the council have a budget for training for new Councillors and Robert and Polly could make use of that.

## **5.2 Receipts, payments and reconciliation as at 31 January 2020**

Stephen Roberts proposed that the accounts as at 31 January 2020 be approved and Robert Foster seconded the proposal.

## **6 County Councillor's report**

As Henry Batchelor had to leave the meeting early, his report was considered next.

Prior to the meeting he had circulated his combined report with Geoff Harvey.

Stephen Roberts advised that he had attended an LHI presentation last week at which the village's Plan was scored by councillors, Henry was not included as one of those councillors. The application was to change the speed limits in Carlton from 40pmh to 30 mph and in Carlton Green from 60mph to 40 mph. Josh Rutherford, The Project Manager at Highways, had reported that councillors thought that 30mph in Carlton would not be obeyed and had offered a different option for Carlton. Stephen had mentioned at the Presentation that all the villages around Carlton have a speed limit of 30mph but Cambridgeshire seem to have a different speed limit policy.

It was decided that the parish council would accept the Carlton Green proposal for signs but decline the 40mph road markings and signs in Carlton. All agreed.

Henry Batchelor noted that the next date for LHI applications had been brought forward by a few months.

## **7 Planning.**

### **6.1 S/3032/19/FL Willingham House Stud – erection of 1 dwelling**

Not yet determined.

### **6.2 Willingham Green Scrapyard update**

There were various conditions attached to the planning approval but there has been no activity on site yet. Stephen will clarify with Julie Ayres from the Planning Dept at the Combined Parishes meeting next week.

### **6.3 173 Acre Road Appeal update**

Giles Dobson advised that the Appeal to the Government Inspector had been allowed earlier in the day.

## **7 Environmental**

### **7.1 Millenium Walkway and S106 monies**

The remaining monies are to be used to cut back the undergrowth on the byway.

### **7.2 Willingham Green noticeboard**

After discussion of the need for a noticeboard and the cost to replace it, Paul Archer agreed to look at the existing board to see whether the board could continue to be used.

### **7.3 Footpaths/Road surfaces/drains/gulleys**

Stephen had 3 issues outstanding with Highways to which Nicola Burdon had not replied. The broken bridge on Peter Coppen's land had been reported but not repaired yet. A tree has been blown down on the byway and is blocking the way.

The council had received a £60 voucher through SCDC and had purchased 4 trees and they have been planted around the village and are marked by a fabric tab.

The drains in Acre Road had been cleared, together with Carlton Green Road.

The outfalls had not been cleared although flushed and Stephen is awaiting advice from Nicola Burdon after she contacts the landowners..

It was noted that there was litter everywhere.

Stephen had checked with Peter Gaskin that it was acceptable to place a wooden bench on the byway.

The Willingham Green footpaths have not been re-instated. Caroline Revitt will contact the landowner.

### **7.4 LHI application**

As discussed above.

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### **7.5 Fibre to the premises**

Phase 4 of this roll-out over the next two years may include Carlton but it was noted that companies do not want to offer this facility, however, Willingham green has been advised that it will be connected.

Connecting Cambridgeshire states that they want to achieve superfast broadband speeds greater than 30 mbps for more than 99.9% of the population.

### **7.6 Community use of the Church**

Polly Fenwick updated the councillors on progress. Liz Archer and Helen Coppen have been researching cabins and subsequently have put together a presentation to attract community funding. There will be a meeting on 4 March to discuss the proposals.

## **8 District Councillor's report**

As circulated before the meeting.

## **9 General observations or matters for consideration at the next meeting (formerly AOB)**

### **Parish Meeting Agenda – items to be included**

The AGM will start at 7.30pm

There is the possibility that someone from the Diocese could be asked to attend as a visiting speaker.

The Church requires £30k of work to it and Stephen Roberts, as Church Warden, has made applications for grants to complete the repairs as if the Church is in a good state of repair it will be easier to obtain a grant for the parish room.

The overhanging greenery will be cut back by 1 March.

The next Parish Council Meeting will be held on Thursday 14 May 2019 at 7.30pm.

The Meeting closed at 9.35pm.