

DODDINGTON PARISH COUNCIL

Meeting of the Parish Council held at The Pavilion, Benwick Road on Thursday 17th June 2021 at 7.00 pm.

Present: Cllr. R Hufton (Chair), Cllrs H Fisher, L Howard, R Mason, K Presland and J Shepherd. Cllr M Davis (District Councillor)

1. Open Forum: - No members of the public were present.

2. Apologies: - Apologies were received from Cllr J Welcher, Cllr D Connor (District and County Councillor) and the Clerk Roger Wilkin.

3. Declaration of Interests:- No declarations were announced.

4. Minutes: -The minutes of the meetings held on 4th and 25th May 2021 were approved and signed by the Chair.

5. Updates and matters arising:-

No updates were reported that would not be discussed during the rest of the Agenda.

6. Resignations of Cllrs Ian Gowler and Andrea Harrison:-

a) The Chair reported the resignations of Ian Gowler and Andrea Harrison from the Parish Council, both for personal reasons. She spoke of her regret at losing two very able Councillors and stated that she will write to both to thank them for their contribution to the Parish Council. She also advised members of the procedures for the filling of the two vacancies which would start when the Clerk was back from holiday.

b) The Chair called for nominations to fill the post of Vice Chair and proposed Cllr Hilton Fisher which was seconded by Cllr Mason and unanimously agreed by the members.

7. Police Matters: -

a) Members noted the minutes of the Police / Parish representatives meeting from 3rd June 2021. It was reported that there had been a significant number of blue lighted police cars travelling at high speed through the village. The Chair would highlight this at the next Police / Parish representatives meeting.

8. Fenland DC, CCC and other external organisation matters:-

a) Updates from FDC and CCC - Various housekeeping items were discussed including a FDC decision was that current regulation regarding nonattendance by Cllrs of up to 6 meetings would be amended in Standing Orders to ensure that Covid related illness causing absence should not count towards disqualification.

b) Local Cycling & Walking Infrastructure Plan Consultation that had previously been circulated was noted by the members.

9. Highway Issues: -

a) Updates: Cllr Mason reported that the grass around the fencing on the play parks and skate park had been strimmed back.

b) Members raised the following new items:

1. The village circular walk is now in great need of cutting
2. The footbridge on the footpath behind Mega Plants is broken

3. There is a pot hole near The One Stop shop on High Street
4. At the top of Harvest Close some hedges are overhanging

c) BT have agreed to remove the telephone box by the end of June and to reinstate the pavement.

d) A SWARCO maintenance inspection has taken place on the MVAS equipment and given a clean bill of health.

10. Pedestrian Crossing Public Consultation:-

CCC have been contacted to enquire when their footfall and traffic surveys will take place. Their reply is that they will need to revisit their quotations in view of the time lapse.

11. Planning:-

a) New Applications:- No new applications received

b) Other Planning Issues:-

- i. Following the report made at the last meeting on a proposal to create a Community Country Park in the village, members discussed the proposal and a number of suggestions and questions were raised. It was agreed that the Clerk should contact the agent and landowner and invite them to a special meeting to discuss the project further.

12. Abbey Recreation Ground:-

- a) Draft Agreement with Benwick Athletic Football Club: A new agreement has been drawn up incorporating the new youth football club, which was read to the members who agreed with the contract terms. Members discussed terms of lease with BAFC and it was agreed that the rent paid by BAFC to the Parish Council be increased to £75 per month.
- b) Skatepark Event involving Team Rubicon – Members agreed that we would not pursue the proposal.
- c) Completion of repairs to external doors at Pavillion – these have now been completed and await painting.

13. Benwick Road Cemetery:-

A meeting of the Cemetery Committee took place on site on 21st April 2021. That meeting updated or revised the outstanding items as follows:

1. **FDC Construction are to be instructed to provide a concrete pathway between the roadway and the cremation plot site similar in design and length to the concrete footway on the burial side of the roadway. It had now become apparent that the design of the existing grasscrete cups would never permit grass to grow throw the roadway. It was therefore agreed that kerbing needs to be installed around the edging of the roadway and a thin layer of gravel laid on top of the existing roadway. In addition, two rows of cremation plots are to be marked out with touching paving slabs and standard paving slabs are to be used. Slate to be used between each duplicate row of slabs to create footpaths.**
2. **An order had been issued to Anglian Water to make the water connection and provide a water meter.** Work had been delayed as there was a suggestion that the land may have been contaminated. This may require specialised pipework to be installed which ultimately will need to be directed through the brick wall and a push down water tap to be installed.

3. A combination lock needs to be purchased to secure the main gates which in turn required some minor repairs to correct a bent rod.
4. **The surrounding hedges and trees have been checked and a number of saplings need replacing. It had been agreed with the garden centre that replanting will take place in October/November.**
5. **Two waste bins have now been supplied and are currently stored in the Chair's garage.** Arrangements need to be made to safely secure them on site.
6. Arrangements will be made to acquire small circular stainless steel disks showing plot numbers. These will be fixed to either the concrete plinths or cremation slabs. Quotation awaited from Metalcraft Ltd Chatteris.
7. **The Clerk was ordering the official cemetery record books and application forms.**
8. It was agreed that "Reserving of Plots" would be allowed but would be restricted to those rows identified for immediate use. The Rules and Regulations would be updated to take this into account.
9. **The Clerk confirmed that FDC were charging double rates for internments from people outside of the area.**
10. Arrangements to inform the local undertakers would be made when we were in a position to become operational.
11. Arrangements would be made to source a suitable notice-board that could be fixed near the cemetery entrance.

14. Street Lighting:-

- a) Update required from Cable Test on the repair to the 4 faulty lights identified in the recent survey plus removing the two lights on the clock tower and fixing 3 uplighters.

15. Village Maintenance:-

- a) Update on condition of the Bier House - The preferred Contractor hopes to be looking at this in the next 4 weeks, a report will then be submitted for discussion
- b) Update on repairs to posts and chains around the Clock Tower- Quotation now with insurance company.
- c) Maintenance of benches etc in the village will commence on June 26th

16. Website and Communications:-

Initial training had been given to three members and the Clerk on the updating procedure for the new website. Currently awaiting new email addresses and log in details.

17. Financial Items:-

- a) Annual Internal Audit Report was read out. It concluded that all our control objectives had been achieved but, under the transparency requirements a number of items including up to date minutes had not yet been made to the new website.
- b) Appropriate documentation had been sent to the external auditors.
- c) Payments:

It was agreed that cheques be drawn for the following items:

Doddington Scout Group	Litter picking Abbey Rec	100.00
Eon UK PLC	Street lighting electricity	176.73
E. Mason & Son	Grass cutting - various	108.00
Narked Ltd	Website costs	499.00
I J Cooper	Internal Audit fee	135.00
GLP Installations	New external doors –pavilion	1,782.00
I Gower	New projector and screen	50.00
R Wilkin	Clerks net salary + expenses	755.30

18. Any other Business:-

- a) Members discussed a possible Council dinner and it was agreed to revisit this once Covid restrictions were lifted.
- b) Members discussed a need for further defibrillators within the village and it was agreed to place this item on the next meetings agenda.
- c) Queens Platinum Jubilee in 2022. It was agreed to place this item on the next meetings agenda.

There being no further business the meeting closed at 8.25pm.