



**Minutes of the meeting of the Leverington
Parish Council, held in the Village Hall Gorefield
Road on Tuesday, 25th July 2023.**



Present: Councillors B.Baker, Ms. R.Collins, R.Cropp, J.Downes (Chairman), Mrs. S.Edghill, Mrs. S.Ward.
County Councillor S.King. District Councillor C.Seaton. Clerk B.Boyce.

1. Opening remarks.

- The Chairman welcomed everyone. Apologies were received from District Councillors S.Clark and B.Barber.
- There were no Declarations of Interest on agenda items.
- A Public Forum was not required.

2. To agree the minutes of the meeting held on 27th June 2023.

The minutes were sent to Councillors on 10.07.23. The Council agreed the minutes and they were signed as a true record.

3. Matters arising not included in agenda items. (For information only)

There were no matters arising.

4. To receive County and District Councillors' reports.

6.1 District.

Report attached to the end of the minutes.

6.2 County.

Report attached to the end of the minutes.

5. FINANCE.

Print of up-to-date receipts and payments attached. Sent to councillors 19.07.23

Checked by Councillors Cropp and Baker.

5.1 For information:

- The AGAR forms (Annual Governance and Accountability Return) were posted on 29th June and receipt acknowledged. They are also inserted in the website 'Finance' tab. The Parishioner Rights and dates for the Exercise of Public Rights were sent to Councillor Ward for the noticeboards.
- The Internal Auditor, Mr. S. Kierman is happy to continue for another year.
- *For decision;* Adjustments to zip wire. £677.28p (minutes 240, item 7.5)
The Council resolved to go ahead with the adjustment repair to the zip wire.

6. Youth of the Parish.

Information regarding the three subjects was sent to councillors beforehand. (19.07.23)

For discussion and conclusions.

6.1 Disability Discrimination.

Notes of the meeting with the Sports and Social Club had been sent to the councillors before the meeting

The Sports and Social Club are happy for the gate to be moved back and a small gateway installed big enough for wheel chairs, however it may not be allowed. The County Highways will have to be consulted and grant funding found. This project is on hold.

The Chair and Clerk will look at the access to roundabout in the Foal Ground Family Park.

6.2 Teenage issues.

Report of the Public Meeting with the police on 5th July 2023 sent to the councillors before the meeting. (A full report is on the website), and also sent were examples of leisure facilities for teenagers

The Council resolved to take no further action at this time.

6.3 Playground facilities for young people on the North side of the A 1101.

Mail from former Chairman, Mrs. Kate Cook asked for consideration for playground facilities. A grassed area at the end of Mountbatten Drive, owned by Fenland District Council is an ideal place for play equipment. *This item will be investigated further, however finance is very limited and grant funding would have to be found.*

7. **Local Highway Initiatives.**

Reminder Minutes 22.11.22

8.2 LHI Applications.

The Council will not be applying for any LHI until the Leverington Common and Sutton Road projects are completed.

The Council has received a number of requests and these were sent to councillors before the meeting (21.07.23), with the Cambridgeshire criteria for submissions.

The Council considered all options and noted the four aims of the submission for a Local Highway Initiative.

7.1 Ringers Lane.

The County Councillor said that the cost of creating a footpath and widening road would be astronomical and would have to be Capital Funding from the County. No further action to be taken.

7.2 Gorefield Road.

This is a 30mph road. No action to be taken.

7.3 Roman Bank Road.

The speed limit here is 40 mph. The Council agreed that a 30mph limit would be beneficial and resolved to put this forward for a Local Highways Initiative project in the future.

7.4 Pealing's Lane/West Parade.

There is no room for expansion of the road or a footpath and it would cause more problems if made one way. The vegetation is the main problem with ownership of trees and bushes not established.

West Parade is a 30mph road, traffic has to slow down to pass one another. It is not thought that accidents have occurred along the length. A meeting had taken place with the County Councillor and Highways Supervisor but no recommendations put forward to the Council. No action at this time.

7.5 Village Hub

A 20-mph zone is recommended for the village centre covering the school, church, hall and possibly Sports and Social Club. This is a separate form of LHI. The Council resolved to submit an application next year for this proposal.

8. **Village Entrance Signs.** *The Chairman.* The map and photos were sent to councillors before the meeting. (21.07.23)

The council confirmed its preference of signage as the existing sign along Gorefield Road. The Chairman went through each proposed location and these were agreed by the Council. The 'road sign' entering the village centre at Dowgate Road, will be removed. The clerk will complete the form and send the photographs and map.

9. **Proposed meeting with reference to Bus Services.**

D.Gibb, clerk at Tydd St. Giles had asked for a meeting with all surrounding parishes, as the Stagecoach East recently gave up the contract for three routes. From the District Councillor report (attached at the end of the minutes), it now appears that the tender has been won by Stagecoach Midland and route 50 will continue as before. The clerk will contact Mr. Gibb and ask if he still requires a meeting.

10. **Health and Safety Reports.**

- 10.1 Defibrillators. *Councillor Downes*

All checked. No problems. Report sent to Community Heartbeat and East of England Ambulance Service Webnos service.

School Defibrillator deployed. Now reset. CHT informs that the new inner casing for The Chase is on the way. *Councillor Downes reported that it is now fitted.*

- 10.2 Street Lights. 15.07.23. *Councillor Downes.*

No problems to report. *No action.*

- 10.3 Footpaths 16/07/2023. *Councillor Cropp.*

Due to weather and other commitments some of the footpaths have not been checked. It is assumed that both Horseshoe Terrace and Roman Bank have not improved since the last visit on the 2nd July. All others are passable but looking unkempt.

Note: The Rights of Way Officer confirms that these will be cut within the next two weeks.

- 10.4 Cemetery 15/07/2023. *Councillor Cropp.*

Grass has been cut and the whole area looks clean and tidy. There was a lot of detritus lying around due to the strong winds. The hedge next to the gates needs trimming as it is encroaching into the path and is difficult to pass. Grave D085 looks as though it has sunk recently and needs looking at. A few wild flowers growing in the 'meadow'. Apple trees are growing well that David England put into the hedge.

The dyke needs strimming - sooner rather than later. The QE rose doesn't look too good.

Needs fertilizer. The burial plot A 014 had two pot roses on the grass in front of the memorial. And they had rooted into the ground. Now removed and put on the plinth.

The 'spiked' flower containers are appearing again and stuck in the ground in the front of the memorial stones. Three were removed.

Action for consideration: D.England will be asked to trim the hedge next to the gate.

The plot D 085 can be topped with the spare soil from the next burial

D.England to be asked to trim the dyke.

The Rose Garden needs fertilizer, especially the QE rose. D.England.

- 10.5 Allotments. 12.07.2023 *Councillor Cropp*

Looking clean and tidy, no known problems. *Councillor Cropp has made the annual inspection and will print his findings.*

10.6 Benches. *Councillor Collins*

Due to holidays and being away at Weekends, Bank Drive is not checked but all others seem in good order. *No action required.*

10.7 Foal Ground, *Councillor Collins (part)*

Concern is the yellow safety sign still visible on the fence near the dyke. Vegetation is rapidly growing.

Action: D. England will be asked to give attention to the Safety sign.

N.B. A late report received from Councillor Edghill is attached at the end of the minutes. The Chairman accepted the report and decisions were recorded.

10.8 Playground *(Downes)*

Picnic tables now installed. They are situated away from the fence as advised.

The gate has been repaired. *No action required.*

N.B. A late report received from Councillor Edghill is attached at the end of the minutes. The Chairman accepted the report and decisions were recorded.

11. Reports from other meetings.

11.1 J.Downes: Conference at Norwich.

A Summary of subjects covered are shown at the end of the minutes.

11.2 S.Edghill: Playground inspection training.

Verbal report.

Successful day, mainly visual outside with playground equipment, and the examination completed.

11.3 J.Downes: Town and Parish Council Planning Training 19/07.23

Verbal report.

Councillor Downes reported that the power point presentation will be sent to all councillors.

12. Development.

F/YR23/0563/TRTPO 3 July 2023

Works to an Ash tree covered by TPO 01/1982 at 61 Mountbatten Drive Leverington Wisbech Cambridgeshire PE13 5AF

An application for works to trees covered by a Tree Preservation Order has been received in respect of the above. *Council comment: No objections*

F/YR23/0543/VOC 7 July 2023

Variation of condition 07 and condition 09 of planning permission F/YR04/4186/F

(Erection of a 4-bed detached house with detached double garage) relating to windows at Orchard View 3 Church Road Leverington Wisbech Cambridgeshire

PE13 5DE. An application to vary or remove a condition has been received in respect of the above. *Council comment: No objections*

13. Close of Meeting.

The meeting closed at 8.45pm. Next meeting 26.09.23

District Councillor C.Seaton**Roman Court:**

Dan Horn is on leave until August so this is the most up to-date information I have.

It has been confirmed that the site now has extra security with additional shutters and is visited by a security firm. When Dan is back from leave I will chase about the site future which I believe should an option to demolish.

Bus Routes:

Stagecoach East recently gave up the contract for three routes, including Route 50, and these routes were put out for tender. It now appears that the tender has been won by Stagecoach Midland and route 50 will continue as before. Now I am interested to know the winning tender price as surely it must be lower than the original East contract?

I have requested that the Combined Authority start consultation discussions with parish councils to understand the local needs. The last consultation was in 2015.

Walsingham Court:

I regret to inform you that following the successful clearance of the accumulated rubbish in the private garage area, this following a lengthy legal procedure, there is now another load of rubbish dumped there. I have informed our officers, but as this is private land the whole procedure has to be gone through again at additional cost.

County Councillor S.King**Vegetation obscuring the Leverington Rd signs between Harecroft Rd and Dowgate Rd**

The local highway officer has chased up a target cost so the vegetation should be flailed hopefully in September or October

Peatlings Ln overgrown vegetation

The local highway officer has requested a target cost with the intention of having this flailed at the same time as Leverington Rd

Drain in front of 12 Sutton Rd

The local highway officer has confirmed that it should be fixed by September

Church Rd footpath opposite the Leverington Sports & Social Club

The local highway officer is awaiting a target cost before placing an order:

Leverington Common and Ringers Ln

The local highway officer has confirmed that although the hedge has been reduced a little more, it is still not acceptable so a second letter has been sent

Dowgate Rd/Sutton Rd sign obscured by vegetation

I received this from Cllr Collins:

"Sitting at the traffic lights. Heading into Wisbech, the sign is directly in front of you. If you have had to stop at the traffic lights."

Obviously camouflaged ! Or alternatively, it is on the left hand side, where the signage is for Leverington, oncoming vehicles etc"

As neither I nor the local highway officer have been able to identify the sign, could Cllr Collins email me a photograph, please?

Bank Drive/ Walsingham Court bollards and hedge

The local highway officer has confirmed that an order has been placed and the bollards should be removed in September. He is also sending a second letter about the hedge as the owners have said they are unable to cut it

Popes Ln flooding

The local highway officer has had the drains jetted and he is referring this to the flood team for further investigation.

Footpath on Dowgate Rd

I received this from Cllr Collins:

"The footpath from The Still to Lancewood Gardens is overgrown.

I am presuming as the vegetation is coming thru the wire fencing, it belongs to Lancewood.

Could a letter be written to the resident asking them to trim back.

Not too sure who owns the other but could we chase that too?"

The local highway officer is identifying the owners and will write to them.

5. FINANCE.

Current Account.

10.05.23		Opening balance		34,319.06
		Receipts		
05.06.23		Interest		64.78
06.06.23		P.Richardson	Garden plot rent	17.00
29.06.23		F.D.C.	Grant	4779.00
04.07.23		H.M.R.C.	VAT return	15247.72
				54427.56
		Payments		
06.06.23	20	Leverington Village Hall	Hire	24.00
08.06.23	21	N.Power	Street Lighting	203.55
26.06.23	22	L.Bennett	Website June	25.00
"	23	S.L.C.C. Norwich	Conference fee	55.00
"	24	Godmanchester Town	Playground training	513.50
"	25	B.Boyce	June	604.73
		Closing balance		53001.78

Cemetery Account

04.06.23	Closing balance	(no change)	100,840.28
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Reserve Account

	Opening balance		107222.06
	Transfer from General Account		1892.07
	Interest		226.37

	Payment		
22.06.23	British Recycling Products	Picnic tables Playground	3546.65
	Closing balance		105793.85

Analysis:	Street Lights	27673.60
	Play equipment	8453.35
	Cemetery extension	25000.00
	Risk Reserve	5000.00
	Contingency	25000.00
	Other reserve	14666.90

CONFERENCE 07.07.23 *Sent to councillors 19.07.23*

On Friday 7th July I attended the SLCC Annual Conference held at Carrow Road Norwich.

We were welcomed by Gina Lopes Chairman of Norfolk Branch and addressed by Linda Carter National President for 2022/23.

Linda Carter also addressed conference on her chosen theme for this year which was the Youth Engagement Initiative Charity.

This involves Youth Ambassadors and Youth Forums the idea being local youths set up their own committees and rules of membership and Local Councils act as advisors. Raffle raised £82 for the Charity.

Nigel Boldero from Norfolk Green Care and Nature Recovery Project gave a talk on the work done by this network in setting up projects such as Community Gardens, Allotments, Conservation Groups, Organising Nature Walking and Nature Conservation Groups.

The idea of the project being to encourage people to grow own produce and any surpluses sold on to locals at low prices as approximately one third of food production is wasted.

They are also involved with disabled charities such as Riding for Disabled, Pets as Therapy etc.

The project encourages children and others to take part in order to help with health and wellbeing and support people with mental health issues.

CCLA

Church Charities. Local Authorities

A presentation by Mark Davies (Fund Manager) re investment opportunities with CCLA. They manage investments for Local Authorities (900) including investments by Town and Parish Councils (500)

You can invest either Short, Medium or Long Term at present they handle funds worth £14 billion. The company has 60 years experience.

The minimum amount of investment is £25k for short term and return less Fees of 0.08% at moment is 4.84% net.

Medium term min investment is £1 million.

Long term is normally Commercial Funding or Property some Councils invest section 106 monies long term.

DOCUMENT ACCESSIBILITY and MICROSOFT 365

This was a presentation by Aubergine who are website experts for Town and Parish Councils, they recommend that all Councils use a website and email addresses linked to

[.gov.uk](https://www.gov.uk) this improves website accessibility. This domain has to be set up by an authorised official and costs £150pa.

Many websites think they are disabled friendly if they display the Little Blue Man Symbol in top Right Corner of webpage.

Unfortunately this does not now comply with WICAG2.1 AA which is now the recommended standard and many websites are now inaccessible to disabled persons.

Can we please check if our website is updated.

With regards to Microsoft 365 which is the correct soft/hardware to use. Aubergine have numerous tutorials on their

website which is easily accessible (aubergine 262.com) for details.

COMMUNITY SPACES

Clare Fiander. Funding and Development Manager for Community Action Norfolk(CAN) gave details of the scheme they have for advice for persons seeking:-

Start up advice

Governance advice

Funding support

Operational advice.

She went through charitable bodies setting up trusts and the various types of Trustees.

Parishes that are Custodian Trustees of Village Hall must include said Hall in assets register but as NIL Value

Trustees are now financially liable, even those representing outside bodies.

Also went into detail of Martyn's Law, which requires public premises to be prepared for terrorist attack with any premises with a capacity of more than 100 must produce a risk assessment document. Then liaise with Home Office, MP and Home Affairs Select Committee on implementation of this law.

J.A.Downes.

Chairman.

Foal Ground. Councillor Edghill

Following on from my playground training, I looked at the recent report whilst inspecting the foal ground. Whilst at the ground, I found an adult on the zip wire - he told me he was showing his granddaughter how it works. I don't see a sign saying a maximum weight and, as we know, it is too low, although I saw a young girl using it afterwards.

Council resolved to accept the quote from online playgrounds

The instructions on the adult equipment at the far end is faded and unreadable.

Needs renewing.

The bench under the tree needs removing. It is covered in bird dirt and just looks horrible.

The bench needs removing.

Playground. Councillor S.Edghill

I took the recent report with me to check on what still needs to be done as well as the visual inspection required.

The gate needs to be moved from the fall area of the rocker. The other gate has a cap missing at the top.

Refer to GLW Engineering. The Chairman will speak to A,Pratt regarding the bin location.

Rocker seesaw spring - cap still missing and springs are rusty.

Toddler train carriage stanchions are loose.

Refer to online playgrounds.

Large multiplay has graffiti on it next to the slide and on the side of the slide.

Seesaw, toddler train and swing stanchions could all do with being repainted.

The S & S Club volunteered to spray the weeds.

END OF DOCUMENT.