

## LITTLEPORT PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Barn on Monday 18<sup>th</sup> June 2018 at 7 pm

PRESENT:

- Councillor C Ambrose Smith
- Councillor D Ambrose Smith
- Councillor F Brown
- Councillor P Cox
- Councillor S Green
- Councillor D Jordan – VICE CHAIRMAN
- Councillor S Kerridge
- Councillor J J B Lee – **Apologies**
- Councillor L Malkin – **Absent**
- Councillor D Murfitt
- Councillor G Norman – **Apologies**
- Councillor E Dos Santos
- Councillor C Webber – CHAIRMAN
- Councillor J Webber
- Councillor A Wright – **Apologies**

Members of the Public: 1

Also present the Clerk and the Clerk Emeritus.

### PUBLIC FORUM

A resident of Camel Road addressed the full Council concerning incidents of anti-social behaviour at the Skate Bowl and criminal damage to her property.

There are ongoing issues in respect of broken glass, rubbish and litter generally along with possible Health and Safety issues as it is unsupervised and unlit.

What are the solutions? Could it be relocated? Could it be filled in? Could CCTV and lighting be installed?

It is upsetting that a small minority of young people are causing issues in the area which results in the area being a “no-go” area for people, especially children, wishing to use the bowl for its intended use.

### 18/19.011 CHAIRMAN’S WELCOME

The Chairman welcomed all those present to the meeting.

### 18/19.012 APOLOGIES & ABSENCES:

Councillors J Lee, G Norman and A Wright – apologies. Cllr L Malkin – absent.

### 18/19.013 DECLARATIONS OF INTEREST:

None.

### 18/19.014 CONFIRMATION OF MINUTES:

Cllr Murfitt stated that he had provided apologies for the previous meeting via a telephone message and his absence should be noted as an error. The Minutes of the ordinary Parish Council meeting of 21<sup>st</sup> May 2018 and the Minutes of the Planning Sub-Committees of 4<sup>th</sup> June were signed by the Chairman as a true representation of business transacted.

### 18/19.015 FUTURE OF SKATE BOWL – ISSUES/ANTI SOCIAL BEHAVIOUR ETC.

Considerable discussion took place with all Councillors commenting on both past and present issues with the skate bowl and provided suggestions as to a way forward.

Amongst the ideas put forward were the installation of CCTV in order to garner evidence as to the perpetrators of the vandalism/anti-social behaviour to enable prosecution, lighting, fencing to prevent access during the night etc.

It was agreed by those present that there needs to be a consultation with residents/users to ascertain the public's views. An outline design should be included within this consultation for a multi-purpose facility which could, possibly, be located elsewhere (ie perhaps the Paddocks or nearer the Leisure Centre which would then enable the area to be monitored more closely).

It was also acknowledged that the skate bowl must not be removed/filled in until such time as a new provision was constructed. There is a shortfall of provision of amenities for youth within the village which had been identified within the last audit carried out by ECDC, so to remove this facility before a new one was commissioned/constructed would exacerbate the issue of the shortfall.

In summary it was AGREED that temporary CCTV be installed in the first instance and a consultation document/design be worked up to inform the Parish Council of residents wishes going forward.

#### 18/19.016 LOCAL HIGHWAYS INITIATIVE BID

The new round of LHI bids is open for submissions until Tuesday 31<sup>st</sup> July 2018.

The Parish Council were successful in their bid in 2016 for the purchase of two Swarco MVAS signs and it was acknowledged that these had been somewhat successful in reminding drivers to adhere to the speed limit.

It was AGREED that a new bid be submitted for the purchase of two additional MVAS signs. The Clerk was instructed to obtain quotes from other companies prior to submitting the bid.

#### 18/19.017 NOMINATIONS FOR IDB

The Parish Council had been invited by ECDC to nominate representatives to one of the Internal Drainage Board covering Littleport, Padnal & Waterden. There are currently three vacancies which the District Council are unable to fill due to District Councillor's workload etc.

It was AGREED that Cllrs S Kerridge and C Webber be put forward to ECDC to sit on the Padnal & Waterden IDB.

#### 18/19.018 ANNUAL GOVERNANCE STATEMENT – FOR APPROVAL

The internal audit has now been performed by Mr J Alexander and the relevant return completed for submission to the external auditor.

In line with legislation the Clerk read out the relevant governance questions for Councillors to answer.

The annual governance statement was then signed by the Chairman and the Clerk.

#### 18/19.019 ACCOUNTING STATEMENTS – FOR APPROVAL

The internal auditor had provided Councillors with a full report outlining the status of the accounts of the Parish Council as at 31<sup>st</sup> March 2018.

The Chairman then signed the Accounting Statements declaration of the Annual Governance and Accountability Return for submission to External Audit.

#### 18/19.020 ADIZONE SURFACE QUOTATION

The surface of the Adizone is deteriorating and has patches that have been vandalised exposing the concrete beneath.

The Clerk had attempted to obtain three quotations for repair and/or replacement but only one company had accepted the request. A quote had been obtained from a specialist company in the sum of £12,420 plus VAT. They would repair the damaged areas and supply and install wetpour soft surfacing as a recap to a depth of 15mm over the current surface (as opposed to taking up the whole surface and replacing completely). It would be a one colour pour (black) so as to remove the problem of the joints between colours which have, over time, enlarged enabling parts of the surface to be ripped up.

It was AGREED that this quotation be accepted and an order placed for the works. The funding for this work would be taken from reserves.

18/19.021 PLAY EQUIPMENT REPLACEMENT QUOTATION

Cllr D Jordan declared an interest in this agenda item.

Following further vandalism at Croft Park Road play area, Cllr Norman had enquired about a further replacement arm for the seesaw. The cost of a new wooden arm would be in the region of £400 (the amount paid approximately 6 months ago when last vandalised) the lifetime of a wooden arm was believed to be a maximum of 1 year. To have a metal one fabricated a quotation of £1,200 had been obtained but we would require two (total of c.£2,400). Metal arms would, it is believed, withstand any attempts to vandalise and therefore the cost would break even in 6 years.

It was AGREED that enquiries should be made concerning the cost of a complete replacement metal seesaw and that a maximum of £4,000 be spent on either a new one or, if the cost were higher, an order for two fabricated arms be placed.

18/19.022 FESTIVE LIGHTS – UPDATE

The Chairman had not received the electrical engineer's quotation and the festive lighting company's "shopping basket" quotation so this item would be carried forward to the meeting to be held on 16<sup>th</sup> July 2018.

18/19.023 NEIGHBOURHOOD WATCH SCHEME

Cllr J Webber updated the meeting following a presentation by Mr K Evans to the Amenities Sub-Committee.

There are currently approximately 30 registered neighbourhood watch schemes in Littleport but it was not known how many of these were actually active.

Mr Evans had stated that he believed that a resident had come forward who was willing to be the village co-ordinator.

In order for a scheme to be set up and become operational one of the criteria was the installation of metal signs advertising the existence of the scheme. These signs are approximately £15 each and, usually, 3 are installed. The Parish Council wish to support the setting up of any new groups and it was AGREED that the sum of £500 be earmarked in order for the Clerk to provide any new schemes with the funds to purchase the signs.

18/19.024 CHAIRMAN'S ANNOUNCEMENTS:

In Cllr Lee's absence, the Chairman updated those present about the start of the new Littleport Parkrun which is due to start on Saturday 23<sup>rd</sup> June 2018 at the Leisure Centre. All Councillors are cordially invited to the inaugural event at 8.50am at the Leisure Centre. Projected participants for the first week are in excess of 200 with the weekly numbers taking part expected to be around 120-150.

Volunteer roles are filled for this first meeting but if there are any Councillors wanting to help out moving forward, please contact the Parkrun group through the website, Facebook or pop along for a chat.

It was announced that to mark the retirement of the Clerk Emeritus on Wednesday 27<sup>th</sup> June 2018 there would be a small 'wine and nibbles' event at the Barn at 6pm on 27<sup>th</sup> June. All Parish Councillors are cordially invited along with members of staff and past councillors if available to attend.

The Chairman and all those present thanked Lynda for all her sterling work over the last 24 years and wished her a happy and fulfilling retirement.

18/19.025 FINANCE:

025.1 The Financial Statements of the Parish Council were signed by the Chairman as a true representation of the accounts held by the Parish Council.

025.2 The following payments were made out of meeting from 21<sup>st</sup> May to 17<sup>th</sup> June 2018:

Cheque/DD	Payee	Amount
DD	E.on	27.66
DD	Screwfix	29.99
DD	Fuel Card	156.78
DD	E.on	7.38
DD	Fuel Card	68.76
DD	CNG	58.84
DD	B Gas	49.30
DD	Barclays Bank	5702.06
DD	NEST	119.44
DD	Fuel Card	26.31
104382	Zurich (Motor)	662.98
104383	Leisure & Sport for Littleport Club	364.80
104384	Post Office	58.00
104385	CCC Street Lighting	1610.64

025.3 The following orders for payments were duly authorised:

Cheque/DD	Payee	Amount
104386	AF Networks	85.80
104387	Allen's Skip	70.80
104388	Mark Bennett Plumbing & Heating	168.00
104389	CGM	464.40
104390	Clearview	598.80
104391	Copier Warehouse	26.24
104392	P & N Lee	1044.00
104393	Leisure & Sport for Littleport Club	364.80
104394	Littleport Village Hall	50.00
104395	G Murfet	88.00
104396	S J Accountancy	310.00
104397	TNS	71.83
104398	CGM	132.00

025.4 The Chairman authorised the BACS payments to be made to staff.

18/19.026 FOLLOW UP DIARY  
Nothing to report for this meeting.

18/19.027 DISTRICT COUNCILLORS' REPORT

DAS updated the meeting concerning the encampment at the Leisure Centre of some of the travelling community.

It was noted that officers of the Parish Council, District Council, County Council and Police along with the staff of the Leisure Centre were to be congratulated for the way in which they had all worked together to have the travellers removed with such speed. The Leisure Centre staff were also to be praised for the way in which they had cleared the site of the highly unsavoury rubbish that was left behind.

ITEMS FOR FULL COUNCIL ON 16<sup>th</sup> JULY 2018

Festive Lights

There being no further business the meeting closed at 8.42pm.

Signed:

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Chairman

Dated:

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DRAFT