

WITTERING PARISH COUNCIL

Minutes of the Annual General Meeting of the 2018/2019 Parish Council held on 24th May 2018 in Wittering Bowls' Club Pavilion

PRESENT

Richard Roffe (Chairman)
Gerry Crosbie
Julia Cunnington
Simon Hurn
Jon Warters

IN ATTENDANCE

Wg Cdr M Ainsworth, RAF Wittering
Sqn Ldr B Cartwright, RAF Wittering
Mr M Davies, Community Devt Officer, RAF Wittering.
Deirdre McCumiskey, Clerk to the Council
One Member of the Public

1. APOLOGIES FOR ABSENCE

There were apologies for absence from John Bradshaw, Geoff Dunkley, Roger Paull and Maxine Palmer.

2. DECLARATIONS OF INTEREST

Simon Hurn declared an interest in his on-going work for the Parish Council.

3. ELECTION OF PARISH COUNCIL CHAIRMAN AND VICE CHAIRMAN

Chairman

Richard Roffe as proposed by Simon Hurn, seconded by Jon Warters.

Vice Chairman

Geoff Dunkley as proposed by Richard Roffe, seconded by Gerry Crosbie.

4. POLICE MATTERS

There were no police representatives present. A Rural Crime Report had been received in April 2018. The Clerk will establish if the PCSOs can/will attend future meetings and whether the monthly Rural Crime Reports can include details of any successful prosecutions/convictions.

5. MINUTES of the Fifth Meeting of the 2017/2018 Parish Council held on 22nd March 2018 were reviewed, approved and signed by the Chairman.

Proposed by:- Simon Hurn **Seconded by:-** Jon Warters

6. MATTERS ARISING

i) **Wittering A1 Flyover Campaign Group**

John Bradshaw has nothing to report on the A1 Flyover Campaign Group. He is awaiting further information on the timescale for the construction.

ii) **Planning Application 16/01361 Land to the south of Lawrence Road, Wittering**

There have been no further updates on this and a local farmer is renting the land for a year.

iii) **Parish Council Elections 2018**

John Bradshaw, Gerry Crosbie, Julia Cunnington, Geoff Dunkley, Simon Hurn, Maxine Palmer, Roger Paull, Richard Roffe and Jon Warters were elected as Parish Councillors following an Uncontested Election. Richard Drain remains a co-opted Parish Councillor with no voting rights.

iv) **RAF Wittering Families Day**

Sqn Ldr Cartwright confirmed that this year the event had been open to residents of Wittering for the first time. There had been a good take-up of tickets and there were 350 residents out of a total of 1,000 attendees. The event had been successful and positive feedback had been received. There are plans to open the event to residents of Wittering again next year and a resident will be invited to join the Organising Committee.

v) **Bus Marking**

The Highways Department has agreed to re-paint the bus stop markings in Townsend Road depending on when the road surface treatment programme has been decided. If the road surface treatment programme is not due to start within the next 6 months, then the markings will be re-painted shortly.

vi) **Damaged Garage at 6 Boxer Road**

Wg Cdr Ainsworth confirmed that the damaged garage is being dealt with but he does not know when it will be repaired.

vii) **Silver Birch Tree**

This has been felled by Simon Hurn.

viii) **Footpath in the Churchyard**

Rev D Mayler has stated that the repair of the footpath in the churchyard is in hand.

7. **CORRESPONDENCE**

- i) Letter from Mr T White – the Parish Councillors agreed to provide financial support towards the costs of the Remembrance Sunday Parade and associated activities on behalf of Veterans living within the village and surrounding areas. In addition, RAF Wittering agreed to liaise with their caterers regarding the provision of a meal after the event. The Wittering Sports & Social Club has also agreed to support this event.
- ii) Letter from Wittering Primary School – a thank you letter for the £1,000 donation towards the coaches for the Young Voices Concert has been received. It was agreed to fund a coach for the Young Voices Concert again this year assuming Wittering Primary School takes part.
- iii) E-mail from Mr T Shute – this e-mail raised concerns about the number of dangerous potholes in the village, particularly in Church Road and Townsend Road. The Chairman stated that he had met with Diane Lamb, Ward Councillor and the Highways Department about six weeks ago and they had promised him that the work would be undertaken. However, the only potholes that had been repaired were near the Townsend Road/Hillside Gardens junction. The Clerk will write to Diane Lamb and copy in John Holdich, the Highways Department and Shailesh Vara, MP.

8. **FINANCE**

- i) Statement and Bank Reconciliation at 31st March 2018 was reviewed and approved as presented.
Proposed by:- Simon Hurn **Seconded by:-** Gerry Crosbie
- ii) Statement and Bank Reconciliation at 30th April 2018 was reviewed and approved as presented
Proposed by:- Simon Hurn **Seconded by:-** Gerry Crosbie
- iii) Annual Audit 2017-2018
The Accounts for the Year Ended 31st March 2018 have been audited by Karen Jones of Thornhaugh and the Annual Return was signed by the Clerk and the Chairman.
- iv) **Village Hall Kitchen**
The Parish Councillors have already agreed to fund the updating of the Village Hall Kitchen and the Chairman is awaiting a quotation for the work. He stated that the exterior of the Parish Hall will need to be re-painted during the summer, including all the wooden doors. He stated that the interior of the Parish Hall will need to be re-painted next year. The Parish Council has sufficient funds to undertake this necessary work.

v) **Football Club Garage/Store**

The Chairman confirmed that he is due to meet with Sheffield & Ford Builders to discuss building a garage/store for the Football Club's equipment. It was noted that players are leaving behind plastic bottles/rubbish on the football field. The Clerk will write to Mr R Pye of the Football Club to ask him to encourage them to take their plastic bottles/rubbish with them when they have finished a game.

vi) **Bowls' Club Canopy**

Simon Hurn proposed that the Parish Council purchases a canopy for the double doors at the back of the Bowls' Club Pavilion, this was seconded by Gerry Crosbie and agreed by all present. In addition, a £500 donation will be made to Wittering Bowls' Club.

9. ANY OTHER BUSINESS

i) **Accommodation Briefing held at RAF Wittering on 30th April 2018**

The Chairman reported on the Accommodation Briefing which is a new initiative in allocating housing and choosing accommodation for service personnel and their families. It is likely that a pilot study will be undertaken at RAF Wittering before it is rolled out across the country if it is successful.

ii) **Thank you to Robin Dunlop**

John Bradshaw would like to thank Mr R Dunlop for his continuing efforts at maintaining the Wittering footpaths. The Clerk will write a thank-you letter to Mr Dunlop.

iii) **Horse Chestnut in Church Road**

The residents of 54 Church Road have asked if something can be done about the conkers falling from the Horse Chestnut Tree into their garden. Mr Davies agreed to look at this.

iv) **Website**

Gerry Crosbie stated that he feels the Wittering Parish Council Website is in need of updating. The Clerk will arrange a meeting with Mr J Allsopp, Website Designer, Gerry Crosbie, Julia Cunnington and herself to discuss the way ahead.

v) **RAF Wittering Update**

Estate Issues – already dealing with broken fence issue in Embry Road, we are aware of and awaiting CA team to fix; there is a delay in cutting the grass in the SFA patch as week behind on their normal schedule. CA aware and trying to solve asap; RAF Police completing regular patrols in the village and liaising with Cambs Police on a regular basis; abandoned (red) car on the back road near our fence line, was reported by local residents, RAF police are aware and working with civilian authorities on removing it away; changeover of contractor that runs our retail and leisure outlets including the shop near Flying Start (ISS to ESS) and increased security checks at Station entry points initially caused significant tail back in the morning but slight adjustment in procedures this week appears to have alleviated this.

Community Support - Youth Drop In open two nights per week for 11+ Monday & Tuesday – attendance good and Ben Club – new club for 5 to 7 years of age, term time only. Funded by RAFBF.

Community Learning Centre Plus - Brownies/Guides regular use on Mon evening, since on unit community centre out of action; Family Art and Craft Course offered but cancelled due to lack of uptake; Spring Flower Arranging attended by 7 students and Guide and Cub/Scout Leaders' Meetings.

Looking Forward - Airplay Youth Team putting together the final touches to a subsidised holiday programme for 8+ over 4 weeks during the summer holidays; Flying Start Childcare running summer holiday childcare session for 5 to 7 years of age over a number of days/week; working on Wi-Fi provision for CLCPlus and Youth Drop In Centre; looking at helping with some Science Technology Engineering and Mathematics support to Wittering Primary School and the other schools in the SOKE Educational Trust.

CLC Plus - Additional Needs Support Group using CLCPlus Fri mornings from 8 Jun 18; PRINCE2 course in CLCPlus booked with Quanta from 25 - 29 Jun 18 and APM Project Management Course in CLCPlus booked with Quanta from 9 - 13 Jul 18; working with Peterborough City Council Early Years' Team on an Armed Forces Covenant Application to run a Childminding Course in Wittering as currently there is a shortage of childminders in the village and from September 2018 the After School Club at Wittering Primary School will be full cost in region of £10,000; Relate in partnership with RAF Wittering are putting together another Armed Forces Covenant Application to support counselling for children aged 5 to 18 who experience family breakdown and this will be offered to local Wittering children via schools for both service & civilian community.

Both bids to be submitted in partnership with Peterborough City Council to the Regional Board in July and reviewing Play Park provision and 'Trim Trail' for future projects.

Wittering Youth Forum – have identified the following two issues: (1) a large amount of dog foul in the village (Dog Foul Signs have been erected in the village by Mr D Cotterill and the Clerk will send him a thank-you letter) and (2) a lack of places to relax and a request for more park benches (the Parish Council may consider funding a park bench).

10. DATE OF NEXT MEETING

The Next Meeting of Wittering Parish Council will take place **at 7.30 pm on 26th July 2018 in Wittering Bowls' Club Pavilion.**

11. CLOSURE

There being no further business to discuss, **the Chairman** closed the meeting at 8.40 pm

SIGNED

Chairman

DATE

26/07/18