

WITTERING PARISH COUNCIL

Minutes of the Second Meeting of Wittering Parish Council 2011/2012 held on Thursday 8th. September, 2011 at 7.30 p.m. in the Community Meeting Room of the Bowls Pavilion, Wittering

PRESENT

Richard Roffe (Chairman)
Mrs. Sam Cooper
Mrs. Nadine Fountain
Deirdre McCumiskey
Robin Talbot
Jon Warters

IN ATTENDANCE

Hubert Warren (Clerk to the Council)
MOD Pc. Colin Everett (Unit Beat Officer)

Five parishioners were present

This was the first meeting to be held in the new Community Meeting Room of the Bowls Pavilion to which the **Chairman** welcomed the visitors.

1. **APOLOGIES FOR ABSENCE**

Geoff Dunkley (Vice-Chairman)
Simon Hurn
Roger Paul
Ward Councillor John Holdich OBE
Ward Councillor Diane Lamb

2. **CO-OPTION and REGISTRATION of NEW MEMBERS**

The co-option of Robin Talbot and Mrs. Nadine Fountain as members of Wittering Parish Council to fill existing vacancies was confirmed, the statutory Declaration of Acceptance of Office was signed by both and witnessed by the Clerk.

Notification of interests pursuant to Section 81(i) Local Government Act 2000 were issued to the new councillors for completion and return.

3. **No declarations of personal or prejudicial interest on agenda items were made by any member of the Council.**

4. **VILLAGE POLICING**

MOD Pc. Colin Everett distributed an official printed report with detailed analysis of crime and anti-social behaviour in the Village this year from January to August, showing a decrease of 35% in all recorded crime, with a total of 18 compared to 38 in the corresponding period of 2010. Criminal damage, burglaries, theft, theft from vehicles, theft of vehicles/motorcycles and drug offences all down and only assault/disorder showing an increase from 3 in 2010 to 5 in 2011.

Pc Everett has acted as Unit Beat Officer for the past 9 years funded by the RAF station authorities and has made a major contribution to the joint policing initiative in creating a safe and secure environment within Wittering Village, RAF Wittering and its associated Service Families Accommodation Estate.

The Council were sorry to learn that he will be retiring shortly and the Chairman put on record the

5. **MINUTES** of the Annual Meeting of the 2011/2012 Parish Council held on Monday, 13th. June, 2011, were reviewed, approved and signed by the Chairman.

Proposed by: Mrs. Sam Cooper)

)

CARRIED UNANIMOUSLY

Seconded by: Jon Warters)

)

6. **MATTERS ARISING**

i) **Bowls Pavilion & Community Meeting Room**

The Chairman reported that the project had been completed to plan with interior decorating and furnishing as could be seen and landscaping under way. The chairs and tables had been advantageously purchased and stored for the present use some years ago and it was generally agreed that the end result was appropriate and pleasing.

In response to questions from visitors regarding the use of the room for meetings of residents, the Chairman and Clerk explained that the basic aim was to provide appropriate and comfortable facilities without charge for small meetings of community groups for whom the Parish Hall is too large. The terms and conditions for hire of the Hall remain unchanged.

ii) **Official opening of the whole Sports Complex**

In response to further questions **the Chairman** proposed that in conjunction with the Sports & Social Club, Wittering Harriers JFC and Bowls Club, an open day would be organised in the early summer of next year when landscaping , entrance roads and footpaths were completed.

All facilities, including the children's play area would be on view and hospitality catering arranged in the Parish Hall.

The local press would be invited and a guest list prepared for invitations to individuals and organisations who had been supportive and financially helpful to the progress of the scheme over the past two years. It was important to demonstrate that the end results presented good value for the expenditure of public funds and the invaluable contributions from landfill tax grants and environmental trust funds.

iii) **Security**

Gate entrances to the main areas are fitted with locks, the keys and codes for which are held by responsible officials of principal users.

In response to a question regarding the possibility of sports other than football and bowls having use of the facilities (eg cricket, rugby, hockey etc.) **the Chairman** replied that all such applications would be sympathetically and carefully considered in the light of effective organisation and management of specific clubs and the level of creation and maintenance of appropriate pitches etc. likely to be required in the available area.

7. **FINANCE**

- i) The financial statement and bank reconciliation as at 8th. September, 2011 was circulated and discussed.

- ii) In the Annual return for the year ended 31st. March, 2011 , the certificate and opinion of the External Auditor recorded that "on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

7. **FINANCE** (Cont.)

ii) (Cont.)

Other matters not affecting this opinion were recommendations that the existing financial regulations should be reviewed to ensure that budgetary procedures are proportionate to the size of proposed transactions involving significantly increased levels of expenditure, to ensure that value for money is obtained.

The Council is also reminded that risk assessment must cover all risks financial and non-financial and steps taken to identify, assess and mitigate risks should also be recorded .

.The notice advertising the closure of the audit has been posted on the main noticeboard.

iii) In compliance with the above, all insurance policies and risk assessments have been revised and updated

iv) Budget proposals for Council year 2012/2013 will be formulated by the Chairman and Clerk for approval at the next meeting.

Proposed by: Dierdre McCumiskey)

)

CARRIED UNANIMOUSLY

Seconded by: Robin Talbot)

)

8. **CORRESPONDENCE**

The list from 13/06/2011 to 20/08/2011 was circulated and discussed.

Regarding planning permission for the housing development on the former depot site, Peterborough City Council will be asked to clear rubbish from the old buildings.

9. **ADJOURNMENT**

Nadine Fountain reported that a damaged stile bordering St. Mary's Avenue and the A1 was in a bad state of repair and nearby residents had become particularly concerned as children often played on it. Peterborough City Council Highways Department had been informed, had carried out a survey and had considered replacing the stile with a kissing gate. The Clerk was asked to follow up this matter with the Area Manager.

In response to questions regarding the care of trees in private residential areas of the Parish, **the Chairman** confirmed that this was the responsibility of the private housing management..

Other matters discussed, to be followed up with the relevant authorities by the Clerk where appropriate:-

Incorrect calibration of speed restriction sign in Church Road

Parking congestion in Burghley Avenue.

Fly tipping in the Limes car park.

Use of land adjacent to Boxer Road

War memorial.

10. **DATE OF NEXT MEETING**

This was agreed as **Thursday 24th. November, 2011 at 7.30 p.m** in the Bowls Pavilion.

11. **CLOSURE**

There being no further business to discuss, **the Chairman** closed the meeting at 9.05 p.m.