

# NEWTON IN THE ISLE

## PARISH COUNCIL

Clerk: Pat Wilkinson 24 Fen Road Newton in the Isle PE13 5HT Tel: 01945 870271

Email: parishclerk@newtonintheisle.org.uk

To all Councillors:

You are hereby summoned to attend a meeting of the Newton in the Isle Parish Council to be held on Tuesday 11th September 2018 at 7pm in the Village Hall for the purpose of transacting the following business.

### AGENDA

*All members are reminded that they will need to declare any personal or prejudicial interest and reason before an item discussed at this meeting under the Model Code of Conduct Order 2001 No 3576*

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|-------|----|---|
| 7.00  | 1. | Apologies   |
| 7.10  | 2  | Public Forum (10 minutes)   |
| 7.20  | 4. | Chairman's Announcements<br>Vacancy   |
| 7.25  | 5  | a) Minutes of previous meeting 10 <sup>th</sup> July<br>Matters arising -<br>b) Planning Minutes of July 10 <sup>th</sup> meeting<br>Matters arising<br>c) Planning Minutes of July 31st meeting<br>Matters arising                               |
|       | 6  | Police Matters  |
|       | 7. | District and County Councillors Reports   |
| 8.00  | 8. | Reports for information previously circulated<br>a) Highways/ LHI Bid 2018– Cllr Clark<br>b) Old School Site/ Village shop update- Cllr Gibbs<br>c) Village Hall - Cllr Gibbs<br>d) Correspondence/Street lighting – Clerk<br>e) Residents Issues |
| 8.10. | 9. | Finance<br>a) Annual Governance Report (if available)<br>b) Finance budget update /Approval accounts for payment  |

- 8.15            10.    Discuss item for Decisions
- a) Allotment agreement and vacant allotments
  - b) Village Tree Inspection update and cost – Cllr Moore
  - c) Handyman update – Cllr Moore
  - d) Parish Charity – Cllr Gibbs
  - e) Emergency Plan – Cllr Moore
  - f) Annual Report - Clerk
  - e) Playing field/ Ribbon of poppies – Cllr Gibbs
  - f) Play equipment inspection report – Cllr Clark
  - g) Cllr to check play equipment for Sept/Oct
  - h) Monthly meetings – Cllr Moore
- 8.50            11.    Confirmation of date and time of next meeting 13<sup>th</sup> Nov 2018

**NB.**

Residents are welcome to attend the meeting which commences with a Public Forum, ten minutes are allocated for residents to raise issues, unfortunately due to the number of other council items needing discussion it is not possible to allocate more time. However we would like to point out that we are aware that some concerns occasionally need more in-depth discussion and therefore it would be necessary to send these to the clerk seven days before the meeting (September 4<sup>th</sup>) to enable councillors time to consider the issues.  
parishclerk@newtontheisle.org.uk

Signed by Clerk September 2018

*P M Wilkinson*

<b>Agenda Item No.</b>	8a	<b>NEWTON</b> IN THE ISLE PARISH COUNCIL
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Highways	

1. Purpose of report an update on highways since last meeting.
2. Key Issues Complaint from farmers regarding over grown hedge in road to telecom tower. Property owner has been contacted by parish council and highways. This is being dealt with by High ways who are speaking with the resident regarding the hedge.
3. I have been contacted by a farmer regarding a hedge in Eiloe bank i have sent the email to highways and i am awaiting a response. I have informed Mr Goult by email and will keep him up to date regarding this issue. Copys of the letter has been sent to clerk and chairman. I would like to discuss this at meeting.
4. Grass has now been cut in locations where it was causing issues at road junctions. The hedge at the top of chapel lane is still causing concern.
5. Fly tipping is still a problem in brewer's lane. This has been reported.
6. Several street lights have been reported that have faults.

I AM WAITING A RESPONSE ON ISSUES 2 AND 3 I HOPE TO HAVE THIS FOR THE MEETING

<b>Report Author</b>	Cllr Samantha Clark
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<b>Agenda Item No.</b>	8c	<b>NEWTON</b> IN THE ISLE <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Village Hall	

### 1. Purpose of Report

To update the Parish Council regarding the management of the Village Hall.

### 2. Key Issues

The Village Hall continues to fulfil its essential function as the only public meeting place in the Parish, hosting a varied selection of events and activities, both public and private.

The Management Committee is currently dealing with a number of maintenance issues relating to the fabric of the building, including a leak in the kitchen roof, damp plaster in the west wall and replacement of failed sealed window units in the front windows. The cost of these repairs is yet to be determined, but may require external funding in order to rectify them.

The programme of children's summer activities funded by Fenland District Council was well supported and provided five sessions of structured activities. There were no reports of anti-social behaviour during this period.

Sunday lunches recommence in October, running monthly until March, with bookings already flooding in. Alongside the social impact of these events, there should also be a significant funding boost for the Hall.

Plans are in motion for the usual selection of Christmas events and festivities at the Hall, to include a Craft Fair, Children's Party and the Christmas Lights Switch-On.

A selection of books has been donated to the Village Hall by a local resident, enabling the creation of a mini library. A book case has now been donated to house the books and further donations received. The intention is to provide a help yourself library of adult fiction and autobiographies for hall users.

The Management Committee has decided to work towards the Hallmark quality standard, which will provide formal recognition for the professionalism of their administration of the charity and systems and procedures to manage the venue.

### 3. Recommendations

The Parish Council notes the report.

<b>Report Author</b>	Cllr Dave Gibbs
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<b>Agenda Item No.</b>	8d/e	<b>NEWTON</b> IN THE ISLE <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	Tuesday 11 <sup>th</sup> September	
<b>Report Title</b>	Correspondence/Lighting update/Residents' concerns	

### 1. Purpose of Report

- a) Correspondence sent on to Cllrs via email
- b) Lighting update
- c) Residents' concerns

### 2. Key Issues

#### a) CORRESPONDENCE

Members Services- railway update / PAS Press release

Rural Services Network News

Rural Bulletin

Pas Planning Peer Challenge review report

CAPALC Bulletin

Lighting agreement – Parish Obligations

North Level District Internal Drainage Board Data Protection Regulations

Email from resident interested in Gritting Training (passed to Cllr Moore)

Invitation for Chair/Clerk to attend Annual Parish & Town Council Round Table each council to provide their top 3 issues that impact their community.

#### b) LIGHTING UPDATE

Clarification Councils remaining with FDC will be provided with a revised service level agreement including decisions agreed at FDC Cabinet on July 19<sup>th</sup>.

Clerk has written to acknowledge our intentions see below.

To clarify our intentions, the councillors proposed to accept to remain within FDC agreement including the revised offer which now includes the funding of Parish energy for a period of 12 months from 1st August 2018 and it was agreed the Parish Council would sign the final revised copy of the agreement when available. We are now awaiting the final agreement

#### c) RESIDENTS CONCERNS

- Query on sale of allotment land if for sale (Sutton Road).
- A resident has a query on a number of potholes at Elloe Bank in our Parish, but has no feedback from FDC.
- No street lights working in Goodens Lane clerk to investigate.
- Hedge at corner of Colvile Rd obstructing pathway forcing pedestrians on to the road.

### 3. Recommendations

Any queries to be discussed at Council meeting.

<b>Report Author</b>	Pat Wilkinson Clerk
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<b>Agenda Item No.</b>	10a	<b>NEWTON</b> IN THE ISLE <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Allotments	

## 1. Purpose of Report

To update members on issues pertaining to the Council's portfolio of allotments, to agree the allocation of vacant plots, to determine the level of rent to be charged for the coming year and to consider the phased introduction of a new allotment agreement.

## 2. Key Issues

At the May meeting of the Council, members discussed options for the future of the allotment plots being vacated this year, namely an agricultural plot at Four Gotes and a garden allotment at Roman Bank. Since that meeting, the availability of the plots has been advertised and Mr Kublik has expressed an interest in the Four Gotes plot. The owner of an adjoining property has enquired about the possibility of purchasing the middle part of the plot as a garden extension, however this would create two smaller plots with limited potential. The possibility of selling the plot was considered as a last resort if no tenant came forward.

The two residents who had enquired about allotments were notified of the availability of the Roman Bank plot, but both declined it. No other enquiries were received. The Roman Bank plot adjoins Mr Kublik's other allotments, so in the absence of any alternative proposal, it is anticipated that he would be willing to make use of it.

Two allotment holders chose not to cultivate their plots this year, which is a breach of the terms of the agreement. This situation will need to be monitored next year, particularly in any situation where an overgrown allotment might impact upon a neighbouring plot.

In recent years, rent reviews on the allotments have been applied in a hit-and-miss fashion, with tenants unaware of when to expect an increase. To provide new tenants with more clarity regarding this and to allow the Council more flexibility in the allocation of tenancies, fixed-term tenancies with scheduled reviews could be considered for agricultural plots. A fixed term of, say, 6 years, with a rent review after 3 years and the option to renew at the end of the term provides a professional approach more in keeping with commercial arrangements. This model would separate the agricultural holdings from the garden allotments and lead to two different agreements between the Council and the tenants.

If the above approach is adopted, the garden allotments could be transferred onto the NALC's model agreement (Annex A), as discussed at the May meeting. This could be achieved through a phased approach, commencing with new tenancies

<b>Report Author</b>	Cllr Dave Gibbs
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only.

The allotment rents were last reviewed in July 2017, with the new rates taking effect in October of that year. The Council is obliged to review all charges on an annual basis. The current level of charges for agricultural plots is well below the market rate and there is scope for this to be addressed through a sustained period of annual uplift. Members should consider whether a further increase is appropriate for the forthcoming year.

### 3. Recommendations

The Council:

- a) allocates the vacant Four Gotes plot to Mr Kublik.
- b) invites Mr Kublik to take on the vacant Roman Bank plot.
- c) monitors the uncultivated plots in the spring to ascertain whether or not the tenants wish to continue to hold them.
- d) adopts fixed-term tenancies for agricultural plots.
- e) adopts the NALC model tenancy agreement for all new tenants on garden allotments.
- f) increases rents on all agricultural plots by 20% with effect from 1<sup>st</sup> October 2018.

<b>Agenda Item No.</b>	10b	<b>NEWTON</b> IN THE ISLE <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Village Trees	

### 1. Purpose of Report

To report to the Parish Council on the condition of several trees that are in need of expert work on them.

### 2. Key Issues

There are a total of 11 trees that need fairly urgent attention, with the exception of one, they are all on public highways. I am still in the process of obtaining the required three quotes for the necessary work to be carried out, and should have this information to hand to table at the meeting. The trees concerned are :

Corner of Goodens opposite the School site.

3 Over the Village Hall Car Park

Corner of Goodens by Playing Field gate adjacent to Karrow Meadows.

5 in Westfield – all Cherry Trees that are over run by Ivy and need generally tidying.

Cut an overhanging branches on High Road. (This has been done as it was a danger to buses and larger vehicles – cost £80)

### 3. Recommendations

To note the above information. The quotes will be to hand for the meeting, and I would like to see a decision made then, as to the way forward with this matter. I am informed that the autumn is the preferable time for tree surgery, and some of these trees should not be left another full season.

<b>Report Author</b>	Cllr Roger Moore
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<b>Agenda Item No.</b>	10c	<b>NEWTON</b> IN THE ISLE <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Village Handyman	

### 1. Purpose of Report

To further report on the suggestion of a Village Handyman.

### 2. Key Issues

The idea of a Village Handyman is being put forward as parts of the village are starting to look somewhat untidy with long grass and undergrowth. There are also issues with benches around the village looking very scruffy, likewise the areas surrounding them. Added to this there are always numerous minor jobs to be done around, though not on a regular basis but just to keep the village looking cared for. Our Chairman currently undertakes to carry out any urgent work of this nature, but I really do not feel that this is not very practical as he has plenty of other PC work to keep him 'gainfully employed'. If the villagers want a neat and tidy village, then they should be prepared to pay a small amount to achieve that.

### 3. Recommendations

I would like to recommend that we find a Handyman in the village that can undertake these jobs on a Self Employed part time basis. It could be that some of the jobs that require attention are best left until the Spring, but small areas of grass and undergrowth can be trimmed back around the seats, and any other minor jobs that need carrying out earlier can be undertaken. I would suggest £10 per hour would be a reasonable wage for the work, and if the right person can be found, we could keep the work down to no more than four hours a month. Obviously this would reduce somewhat in the Winter, but may increase in the Spring/Summer. I would like to propose the average amount for this job should be set at £500 per annum.

I would like permission to seek out such a person, and give this idea a trial for a 12 month period. We could then look at the results and discuss the matter further.

<b>Report Author</b>	Cllr Roger Moore
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<b>Agenda Item No.</b>	10e	<b>NEWTON IN THE ISLE</b> <b>PARISH COUNCIL</b>
<b>Meeting Date</b>	11 <sup>th</sup> September 2018	
<b>Report Title</b>	Playing Field and Ribbon of Poppies	

## 1. Purpose of Report

To update members on the Ribbon of Poppies, to consider future planting schemes and to highlight maintenance issues in the Playing Field.

## 2. Key Issues

At the March meeting, members agreed to plant a poppy meadow in the Playing Field to commemorate the centenary of the cessation of hostilities in the First World War. Poppy seed was purchased and an area prepared and sown. Poppies were also sown in a new planter around the village sign and at other roadside locations around the village.

Both the meadow and the planter under the village sign have produced impressive displays that have been warmly received by residents of all ages. It is hoped that they will continue to flower for several more weeks as our thoughts turn to Remembrance Sunday.

When the flowering season comes to an end, the meadow site could revert to mown grass, could be retained for future years or could be expanded with additional seed sown. Reverting to mown grass is a retrograde step that would be unpopular with residents. Retaining the meadow would entail removal of this year's growth once the flowers have set seed, leaving the seeds to germinate next year. Increasing the size of the meadow would enhance the bio-diversity of the site and could be the centre-piece of a larger project to encourage greater use of the Playing Field, with new seating and wildlife-friendly enhancements. This project would be eligible for external funding.

Feedback from young people using the Playing Field has informed us that the bicycle ramps are slippery when wet and seldom used, due to their design and construction. The consensus appears to be that grassy mounds would offer a better experience and be more popular. Such facilities exist in several local villages, including Tydd St Giles and Murrow. It is important to recognise that there may be increased maintenance costs, as the grass would need to be cut by hand. If this proposal is to be given serious consideration, further feasibility work will be required.

During last winter's heavy rain, the dyke along the western edge of the Playing Field adjoining properties in Goodens Lane filled with water that was unable to drain away. Factors included overgrown vegetation, storm damage to fences and other garden structures and soil deposited in the dyke by a fencing contractor. No action was taken to rectify this situation, so it is likely to reoccur in the coming months.

Vegetation is a particular problem along most of the dyke, although the complete

<b>Report Author</b>	Cllr Dave Gibbs
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absence of growth to the rear of some properties suggests that householders may be applying weed killer without permission. It will be difficult to create a free flow of water without removing all of the vegetation, much of which appears to be dead already. Options include the grounds maintenance contractor or a Community Payback team.

### **3. Recommendations**

- a) Members support the enlargement of the wildflower meadow in the Playing Field as part of a wider scheme of wildlife-related enhancements.
- b) Members request a detailed proposal be brought to the November meeting, including costings and sources of funding.
- c) Members support further investigation of the feasibility of replacing the wooden bicycle ramps in the Playing Field with grass mounds.
- d) Members ask the Clerk to arrange for the removal of all vegetation in the dyke in the Playing Field, either by the grounds maintenance contractor or Community Payback.
- e) The Council writes to residents backing onto the dyke to explain the works being undertaken and to remind them that the use of weed killer is not permitted in the Playing Field.