

# CHATTERIS TOWN COUNCIL

## Minutes Dated 1<sup>st</sup> November 2022

2364

1 of 10

Minutes of a meeting of Chatteris Town Council held on Tuesday 1<sup>st</sup> November 2022 at the Council Chambers, 14 Church Lane, Chatteris.

**Present:** Councillors L Ashley (Mayor), I Benney, J Carney, A Charrier, A Gowler, W Haggata, P Murphy and J Smith.

### 126) To Accept Apologies for Absence

Apologies for absence had been received from Cllrs A Hay, F Newell and I Taylor.

### 127) Declarations of Interest and Dispensations to Speak and Vote on Declarable Pecuniary Interest Items

Cllrs Benney and Murphy declared an interest in all planning matters as members of FDC's planning committee.

### 128) Open Forum

One member of the public was welcomed to the meeting and invited to speak. He said there were continuing problems in Furrowfields car park as there was no police presence. Aside from the noise problems there was evidence of drug taking with nitrous oxide canisters and balloons and there was damage to the rubber strips, which prevented cars racing around the car park, as the bolts were broken. Cllr Smith said she had previously reported the broken strips but nothing had been done. It was agreed the Mayor should ask the police to carry out patrols in the area and Cllr Smith said she would report the damage again to FDC. Cllr Ashley urged members of the public to report problems online.

### 129) Minutes of the Previous Meeting

The minutes of the meeting held on Tuesday 4<sup>th</sup> October 2022 were agreed and signed by the Mayor as a correct record.

### 130) Matters Arising from the Minutes

Min 120) EV Charging Points: The Clerk said she had received another request from a member of the public for public EV charging points. She had raised the issue with Fenland District Council. Cllr Benney said Chatteris was being considered as a possible fast charging centre.

Min 124) Poppies: Cllr Carney had kept the Clerk informed of the plans to put poppies on lampposts and sent evidence that the scheme had been approved. Cllr Carney said he and Cllr Gowler would be putting up the poppies the following weekend.

### 131) Police Matters

Members had received the following report based on information received from the police in the past month:

#### **“Local Police**

The Mayor has forwarded to members, by email, the confidential minutes of the meeting between Neighbourhood Sergeant Joe Punton and council leaders held on the 10<sup>th</sup> October 2022.

#### **Neighbourhood Alert**

6/10/22: Neighbourhood Watch 2021/22 Impact Report.

10/10/22: Notification that Neighbourhood Watch has an online shop selling official branded merchandise.

13/10/22: Email explaining the benefits of eCops and inviting more people to sign up to it.

17/10/22: Notification that 44 people were arrested in the biggest ever drugs operation in Cambridgeshire.

18/10/22: Notification that more than 100 victims of modern slavery have been rescued in Cambridgeshire in a year.

21/10/22: Notification of neighbourhood policing priorities for Fenland. In Chatteris they are drug use and dealing, anti-social driving and youth-related anti-social behaviour.

22/10/22: Invitation to sign up to Community Safety Charter.

24/10/22: Latest news from the courts.

25/10/22: Notification that thieves stole 23 catalytic converters in Cambridgeshire in just one week.

25/10/22: Notification about a live Tweeting session giving an insight into life as a 999 call handler.

28/10/22: Warning about burglaries as clocks go back.

30/10/22: Encouragement to use online services, including web chat, for non-emergency contact with the police.”

The Mayor reported that another police officer was due to be assigned to the town whose speciality was liaising with schools.

Cllr Gowler raised the issue of youths causing a disturbance by knocking on doors.

Cllr Carney said the Community Safety Partnership team was aware of low level vandalism in Treeway and it was reported that a gentleman on a mobility scooter had been seen flashing down the Old Railway Line Footpath and Bridleway.

Cllr Murphy said he had been called out to Furrowfields recreation ground early one morning because of a problem with smashed glass. Glass fragments were not only found all over the pathway but were also found in the play area and slivers of glass had been placed on the seats of the swings and on the slide. Cllr Murphy had been horrified by the actions which could have caused serious injury and took a long time to clear up. Councillors pointed out it was a dark area and dogs, walkers and children could all have been injured by the glass. Cllr Murphy asked for police to patrol on foot and the Mayor said she would pass on the request.

**132) FDC, Street Scene and CCTV Updates**

Members had a copy of the latest reports which were noted (**copy attached**).

**133) Financial Officers Report**

Members had before them a budgetary control statement for the Revenue (Precept) Account as at 18<sup>th</sup> October 2022 showing expenditure of £486,352.74 and income of £168,240.02 (includes a full year's precept income) compared with budgets, along with a bank reconciliation statement and a summary statement of reserves and funds balances.

It was **RESOLVED** that the report be noted and approved.

**133) Payment of Accounts**

It was **RESOLVED** that the payment of the following accounts be noted and approved: -

Barclays	Bank Charges	22.00
Clerk	Reim: zoom & mulled wine licence	53.39
J T Chambers	Valuation 1, works to 2 Park Street	34,200.00
Rose Fire & Security	Dualcom Monitoring re Fire Alarm, 14 Church Lane	516.00
South Norfolk Council	Building Regs inspection fees, 2 Park Street	576.00
Zen Internet	Oct-Nov website	11.99
British Gas	Q Elec Bill	184.73
CfCorporate	Q lease re photocopier	303.53
Youths of Fenland	Junior youth club, 20 sessions	1,650.00
Warren Access	Cherry Picker, Xmas Lights 29/10/22-30/10/22	360.00
Cromwell Fire	Fire Extinguisher Service	105.91
Warren Access	Cherry Picker, Xmas Lights 22//10/22-23/10/22	360.00
Wave	Water Rates Council Offices	49.34
Wave	LHS Allotments water rates	131.87
Wave	RHS Allotments Water rates	430.28

		<b>2367</b>
Chatteris Christmas Lights	Renaissance Grant	<b>4 of 10</b> 5,000.00
Chatteris Christmas Lights	Grant re roller shutter security doors	5,000.00
Cambs Search & Rescue	Grant Vol Organisation re water project	300.00
RJ Warren	Gardening Services	931.64
RBL	Grant re painting of war memorial railings	550.00
Camguard Fire & Security	Call out faulty door connection	99.60
Onecom	October phone bill	76.25
David J Richards	Receipt & Guildhall account book (Allotments)	42.43
F/O	Reim: Petty Cash	94.44
Payroll	November Payroll	5,889.90
Cambs CC	Hire of Library, CAB Face to Face	234.00
B Hemment	Calendars x 6, Xmas party prizes	36.00
Warren Access	Cherry Picker, Xmas Lights 15/10/22-16/10/22	360.00
<b>Total</b>		<b>57,569.30</b>

### **134) To Appoint Contractors to Install Alarm Systems at 2 Park Street**

The Financial Officer advised Members that there were no Security, Fire Alarm or External CCTV systems installed at 2 Park Street. These systems needed to be installed as part of the refurbishment works to the building.

Members were advised that quotations had been sought and four companies had quoted for the works as below.

The Financial Officer advised Members that each of the Companies were reputable experienced Companies that delivered best value professional services.

Company	Fire Alarm System	Security System	CCTV	Total Cost
A	£16,924.00	£7,584.00	£6,160	£30,768.00
B	£ 9,843.00			£9,843.00
C	£17,899.42	£3,575.17	£7,018.59	£28,493.18
D	£15,850.00	£3,120.00	£3,625.76	£22,595.76

The Financial Officer advised Members that Company A had sent a revised quotation in as their original quotation above was a worst-case scenario quote. They had not received a like for like specification at the time of doing their first quote. The revised quotation for all three systems was £24,997 and monitoring and servicing was £1,215 for year 2.

Members were advised that Company B had not quoted for CCTV or Security systems as they only dealt with Fire Alarm Systems and Fire Extinguishers.

They were offering a cheaper quotation than the other companies for the installation of the Fire Alarm System, however they had requested building services to be provided by the Town Council free of charge as part of their quotation. These building works would be additional costs added to the building contractor's works therefore making the cost for the Fire Alarm System higher than their quotation.

Company C's overall total cost was more expensive than the other companies therefore was not offering best value.

Company D were offering a best value like for like quotation on all three systems as individual prices.

They had also offered a reduced combined quotation of £21,450 + vat for fitting all three systems to include the first year's servicing and monitoring. They had offered servicing for all three systems for years 2 and 3 at a cost of £750 and monitoring costs of £300 starting in year 2.

Members were advised that the quotation was offering an overall best value service; therefore, it was recommended that Company D should be appointed to fit and maintain all three systems to 2 Park Street.

It was **RESOLVED** that the report be noted and approved and that **Company D** should be appointed to carry out the installation of the Fire Alarm, CCTV and Security Systems to include the first year's servicing at a total cost of £21,450 + vat and maintenance/servicing for all 3 systems at cost of £750 for year 2 and the same for year 3 with the monitoring cost of £300 to start in year 2.

### 135) Planning

Cllr Haggata (Chairman) presented the minutes of the Planning Working Group meeting held on Tuesday 25<sup>th</sup> October 2022 (**copy attached**).

Members ratified the group's recommendations on applications a) to i) (as shown on the **appended list**) and considered two further applications. It was agreed to return the planning applications to Fenland District Council marked as follows:

- a) Support
- b) Recommend Refusal, access unsuitable. Poor visibility for vehicles leaving the site as opening is too narrow and it is on a bend in the road.

- c) On the face of it members are against the proposal but request tree officer inspects and they will go with his decision.
- d) Noted
- e) Support
- f) Support
- g) Support
- h) Support
- i) Support
- j) Support
- k) Support

The Clerk, as requested, had written to Mr Martin Lawrence at Stainless Metalcraft supporting the company's vision for an advanced manufacturing innovation park but asking for the missing footpath and cycleway connection.

Mr Lawrence had replied promising to feed the comments back to the consultants who were working on the plans. Mr Lawrence said the roadway which ran parallel to the western side of the Twenty Foot drain would have a footpath/cycleway and with a tweak to the design it might be possible to use Honeysome Road to extend the footpath and cycleway to link up with the existing route to the underpass.

Members agreed this solution was not acceptable as those leaving the site would use the shortest possible route to get to Tesco's and the underpass and would walk along the grass verge beside the bypass. It was agreed the Clerk should write back and insist that the footpath and cycleway connection they had proposed should go in on safety grounds.

### **136) Reservoir Proposals**

The Council had been notified that Anglian Water was developing proposals for a large, new reservoir in the Fens, in partnership with Cambridge Water. The reservoir would be sited north of Chatteris and east of Doddington and Wimblington. A consultation phase had begun and would end on the 21<sup>st</sup> December.

The Clerk along with councillors Ashley, Gowler and Smith had attended a webinar on the proposals and the Clerk had forwarded her notes from the meeting when there had been the opportunity to ask questions about the proposals including why it would take 10 years to construct the reservoir and if there would be pedestrian and cycle links to Chatteris and the villages. The team behind the reservoir had explained the need for the facility, which would include the provision of wetland and natural habitats, outdoor sports opportunities, visitor centre, educational facilities and employment opportunities.

A public consultation event would take place at the King Edward Centre on Saturday 5<sup>th</sup> November and the Clerk had asked the team to attend a meeting of the Council to discuss the proposals. The team had asked if this would be possible in person on the 3<sup>rd</sup> November or via

Zoom at a later date. A majority of members were unable to make a meeting on the 3<sup>rd</sup> and it was agreed the Clerk should seek dates for a Zoom meeting, preferably on a Tuesday evening.

### **137) Growing Fenland Project Update**

It was agreed this item should be discussed as a confidential item at the end of the meeting due to the confidential nature of the business to be discussed.

### **138) Remembrance Sunday Arrangements**

Members had received a copy of the RBL's plans to mark Remembrance Day and Remembrance Sunday. The plan for Remembrance Sunday was to muster at Furrowfields car park at 2.15pm ready to leave at 2.35pm with the wreath laying to take place at the War Memorial at 2.45pm and the service at 3pm.

The Clerk said she had organised the road closures with Ringway but the RBL would be organising the parade and wreath laying.

### **139) Bus Services Update**

Members had received a copy of an email from the Mayor of the Combined Authority, Dr Nik Johnson, with the latest updates on the bus services.

Dr Johnson confirmed that new services had been introduced between Chatteris and Ely (Ely Zipper 2), to Huntingdon (with some connections to Ramsey) and the V2 service to St Ives giving access to Cambridge and Addenbrookes. The only service they had been unable to find someone to operate was between Chatteris and March, other than the V2 service in the middle of the day. The services were all being run by Dews Coaches.

The Clerk said at a meeting with FACT it had been revealed that FACT were looking at helping with the service between Chatteris and March. Cllr Haggata suggested the Council should send a letter of thanks to Dr Johnson on behalf of the Council and the people of Chatteris and state the Council looked forward to his continued support.

The Mayor said she, Cllr Charrier and Cllr Haggata and the Clerk had held a successful meeting with FACT. They had stated the uptake of the twice monthly bus to Cambridge had been very good and agreed it would become a weekly service on Saturdays leading up to Christmas. FACT also agreed to put on a bus to Cambridge on Tuesdays in December.

The bus to Tesco's had not proved to be successful so Councillors had suggested trying the Chatteris Runner instead. The proposal was for a free bus to take people around town on Fridays. A route had been agreed upon and a timetable was being drawn up so the service could launch in mid-November. The service would allow people on the outskirts of the town

to travel into the town centre and people in the centre to travel to such places as Tesco's and the garden centres. The service would be trialled until Christmas.

#### **140) Leisure & General Purposes Working Group Report & Recommendations**

Cllr Charrier presented the minutes of the Leisure and General Purposes Working Group meeting held on Tuesday 11<sup>th</sup> October 2022 (**copy attached**).

L33) Polling Places Review: Members agreed to make the comment that the King Edward Centre was no longer available as a back-up polling station as it was fully booked and to recommend that the community room at the Fire Station and the Salvation Army Fortress be considered as alternatives.

#### **141) CCTV HQ Visit Offer**

CCTV Manager Mr Aarron Locks had sent an invitation for members to visit the shared service CCTV control room in Peterborough on the 22<sup>nd</sup> November.

The Clerk asked anyone wishing to attend to let her know.

#### **142) LHI Scheme Suggestions**

Notification had been received that the 23/24 Local Highway Improvement Process was open for applications which had to be submitted by the 6<sup>th</sup> January 2023. The Clerk asked members to consider a scheme to put forward. Cllr Gowler mentioned the Station Street/Station Road junction.

#### **143) Traffic Issues**

Drain Covers: The Clerk had asked when the drain covers, stolen in September, were to be replaced as the cones put over the open drains for safety had inevitably been moved. Ms Amanda Hill said she was waiting for a delivery of replacement covers and once received she would raise an order for the works to be carried out.

20mph Zones: The Council had been informed that County Highways were working on a scheme for 20mph limits and advised councils not to apply for 20mph zones through the LHI process as they would not be accepted.

Temporary Traffic Orders: Notification had been received that Stocking Drove would be closed to traffic from the 17<sup>th</sup> to 19<sup>th</sup> January 2023 for stop tap replacement by Anglian Water. Station Street would be closed at its junction with Station Road for carriageway patching from the 16<sup>th</sup> to 19<sup>th</sup> January and Huntingdon Road would be closed at its junction with West Park Street from 9<sup>th</sup> to 13<sup>th</sup> January for repairs to the sewer in the carriageway.



Reports: The latest roadworks and events information for Fenland had been received along with the TMC incident report for September.

Training: Notification had been received that the County Council was planning to run another funded training course so residents could gain their Traffic Management qualifications to enable them to close roads without having to employ expensive external traffic management companies. The Council was also looking for potential locations to host the training course.

#### 144) Correspondence

Members had a list of correspondence received since the last meeting (**copy attached**). They agreed that the Community Navigator Coordinator for Fenland should be invited to a Leisure Working Group meeting.

#### 145) Reports

Christmas Lights: The Financial Officer reported that she had received a nice thank you letter from the Christmas Lights committee for the additional grant to help with the cost of new security doors and cladding on their new store. The treasurer had confirmed the additional funding would help ensure the future of the annual display and had stated the roller shutter door was now in place and the cladding would be undertaken whilst most of the display was on show in the streets.

Patients Alliance: Cllr Benney said he no longer wished to serve as the Council's representative on the George Clare Surgery Patients Alliance and Cllr Gowler, who had been deputising, did not wish to take up the role. No Councillor came forward to take on the post. Cllr Benney informed members that in future anyone wishing to get an appointment would have to submit a medical issue request form online and a GP would then triage that request and decide on the most appropriate appointment/care. Members were very sceptical about the new system.

#### 146) Items for the Next Agenda

No items were put forward for the next agenda.

It was **agreed** to consider Minute 147) **In Committee** due to the confidential and sensitive nature of the information to be discussed. The member of the public left the meeting.

#### 147) Growing Fenland Update