

# TYDD ST GILES PARISH COUNCIL

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Clerk D Gibbs

4th March 2022

## To Members of the Public and Press

You are invited to attend the next meeting of Tydd St Giles Parish Council, which will be held in the Community Centre on **Thursday 10<sup>th</sup> March 2022 at 7.30pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend this meeting. A period not exceeding 15 minutes is made available at the beginning of the meeting, where residents so require, to enable a Public Forum to take place.

Yours sincerely

D Gibbs

Clerk/Proper Officer

## A G E N D A

All members are reminded that they 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.

### Apologies for Absence

*To receive and consider apologies for absence on behalf of those members not present.*

### 086/21 Chairman's Announcements

*To receive such announcements as the Chairman may wish to make to the Council.*

### 087/21 Urgent Items

*The Chairman to report upon additional items for consideration which the Chairman deems urgent by virtue of the special circumstances now specified.*

### 088/21 Confirmation of Minutes

- a) *To consider and confirm the minutes of the Parish Council meeting held on 13<sup>th</sup> January 2022*
- b) *To consider and confirm the minutes of the Planning Committee meeting held on 24<sup>th</sup> February 2022*

### 089/21 Matters Arising

*To receive updates on the following items:*

- a) *Defibrillators - minute 071/21 (a)*
- b) *Sutton Bridge Power Fund - minute 071/21 (b)*
- c) *Parish Council e-mail accounts - minute 071/21 (c)*
- d) *Green Dog Walker scheme - minute 071/21 (d)*
- e) *Drainage Issues - minute 071/21 (e)*
- f) *Parking in Church Lane - minute 071/21 (f)*

- g) *Parking at Church Lane, Hockland Road, Kirkgate junction - minute 071/21 (g)*
- h) *Local Highway Improvements 2022/23 - minute 071/21 (h)*
- i) *Dog waste bins and litter bins - minutes 071/21 (i) and 078/21 (b)*
- j) *Damage to play equipment - minute 071/21 (a)*
- k) *Maintenance of the churchyard - minute 071/21 (b)*
- l) *Allotments - minute 071/21 (c)*
- m) *Foul Anchor notice board - minute 071/21 (d)*
- n) *Crown & Mitre public house - minute 078/21 (d)*
- o) *Trees in High Broadgate - minute 078/21 (a)*
- p) *The Queen's Platinum Jubilee - minute 078/21 (e)*
- q) *Annual Parish Meeting - minute 078/21 (f)*

#### **090/21 Police Matters**

*To receive a report on policing matters in the area since the last meeting.*

#### **091/21 Cambridgeshire County Councillor Report**

*To receive a report from Cllr Simon King.*

#### **092/21 Fenland District Councillor Report**

*To receive reports from Cllrs Samantha Clark and Chris Seaton.*

#### **093/21 Clerk's Report**

*To receive a report on meetings attended, correspondence received and local issues.*

#### **094/21 Working Group**

*To receive a report from the Play Area Working Group.*

#### **095/21 Data Gathering and Digital Mapping**

*To report on progress in gathering information relevant to the Parish and the mapping of Parish Council assets.*

#### **096/21 Member and Parishioner Issues**

*To discuss the following matters brought to the attention of the Council by Members or Parishioners:-*

- a) *Maintenance of public rights of way.*
- b) *WI Jubilee tree planting.*

#### **097/21 Policies and Procedures**

*To consider for adoption the following policies and procedures:-*

- a) *Equality and diversity policy.*
- b) *Homeworking policy.*
- c) *Expenses policy.*

#### **098/21 Armed Forces Covenant**

*To consider an invitation to sign the Armed Forces Covenant.*

#### **099/21 Portfolio Responsibilities**

*To discuss and agree the allocation of portfolio responsibilities to individual councillors.*

#### **100/21 Finance**

- a) *To receive an updated financial statement for the period to the end of February.*
- b) *To ratify the following payments issued since the last meeting:*

D Gibbs (salary February) .....	£	716.03
Fenland Leisure Products (play equipment repair) .....	£	599.56
North Level District Internal Drainage Board (access byelaw consent) .....	£	50.00

c) *To approve the following payments:*

D Gibbs (salary March plus backpay) .....	£	849.30
D Gibbs (expenses).....	£	322.99
HMRC (national insurance).....	£	7.13
Tydd St Giles Community Centre & Recreation Ground (hall hire) .....	£	60.00
East of England Ambulance Service NHS Trust (defib pads) .....	£	58.20
CAPALC Ltd (affiliation fee due 30 <sup>th</sup> April).....	£	473.04

d) *To consider potential projects for funding applications to the County Council's Communities Capital Fund.*

**101/21 Planning**

a) *To consider the following applications and agree a response to the planning authority:*

F/YR22/0268/RM - Reserved Matters application relating to detailed matters of appearance, landscaping, layout and scale pursuant to outline permission F/YR19/1008/O to erect 1 x dwelling (2-storey 4-bed) - Land East of 17 Newgate Road, Tydd St Giles

F/YR22/0270/F - Erect a detached double garage/workshop with storage over involving demolition of existing garage and kennels - Fir Tree Farm, Bees Lane, Tydd St Giles

b) *To note the following application:*

F/YR22/0236/AG1 - Erect an agricultural storage building - Land South West of Rubylin, Church Lane, Tydd St Giles

**102/21 Speed Monitoring**

*To receive a report on data recorded by the MVAS speed monitoring sign.*

**103/21 Street Lights**

*To consider quotes for replacement of defective lights and resolve as appropriate.*

**104/21 Reports from Members**

*To receive the following updates from members of the Council:*

- a) Highways - Cllr Mathias
- b) Street Lights - Cllr Luck
- c) Churchyard - Cllr Doyle
- d) Trees - Cllr Doyle
- e) Foul Anchor - Clerk
- f) Community Centre - Cllr Carter
- g) Tydd Waterway Path - Clerk

**105/21 Date of Next Meeting**

*To confirm the date and time of the next meeting of the Council:*

*Thursday 12<sup>th</sup> May at 7.30pm*

# TYDD ST GILES PARISH COUNCIL

## Minutes of a Meeting of Tydd St Giles Parish Council held in the Community Centre on Thursday 13<sup>th</sup> January 2022

**Present** - Cllr T Doyle (Chairman), Cllr C Brooks, Cllr M Carter, Cllr B Luck, Cllr G Mathias, Cllr S King (CCC), Cllr C Seaton (FDC), D Gibbs (Clerk), S Almey, D Grainger, M Holman, S Holman, J Melloy (Parishioners)

**Apologies for Absence** - Cllr K Malin, Cllr A Renshaw, Cllr S Clark (FDC)

**Public Time** - Mrs Melloy reported that the sale of calendars had raised £530 to be divided equally between the Church and the Community Centre. She thanked the Council for contributing the cost of printing the calendars. Mr Almey reported a build-up of fallen leaves on the pavement outside the former village school and asked whether these could be cleared. The Clerk agreed to investigate. An additional dog waste bin was requested in Cats Lane.

### 068/21 Chairman's Announcements

None.

### 069/21 Urgent Items

None.

### 070/21 Confirmation of Minutes

- a) RESOLVED - that the minutes of the meeting held on Thursday 11<sup>th</sup> November 2021 be agreed and signed as a true and accurate record.
- b) RESOLVED - that the minutes of the Planning Committee meeting held on Thursday 2<sup>nd</sup> December 2021 be agreed and signed as a true and accurate record.
- c) RESOLVED - that the minutes of the Planning Committee meeting held on Thursday 16<sup>th</sup> December 2021 be agreed and signed as a true and accurate record.

### 071/21 Matters Arising

- a) Defibrillators - The defibrillator at Foul Anchor is showing a low battery warning. The Clerk will investigate.
- b) Sutton Bridge Power Fund - Grants are now available again.
- c) Parish Council e-mail accounts - The Clerk will set up the one outstanding account shortly.
- d) Green Dog Walker scheme - The leaflets are being distributed this week, so the potential support for the scheme will be clarified before the next meeting.
- e) Drainage Issues - The Clerk and Cllr Carter will visit again shortly to extend the borehole.
- f) Parking in Church Lane - The Clerk is monitoring parking to ascertain whether residents have responded to the request not to park on the pavement.
- g) Parking at Church Lane, Hockland Road, Kirkgate junction - No further progress.

- h) Local Highway Improvements - The assessment panel will meet to consider the application for 2022/23 on 2<sup>nd</sup> February. The meeting with the Leader of the County Council to discuss the LHI scheme will be arranged shortly.
- i) Dog waste bins - The new bin for Hall Bank has been ordered. Members agreed to identify a suitable location for an additional bin in Cats Lane.
- j) Damage to play equipment - The damaged item will be repaired tomorrow.
- k) Maintenance of the churchyard - The Clerk has been unable to contact the Community Payback team and has asked the Police & Crime Commissioner's office for up-to-date contact details.
- l) Allotments - Further research is needed. If the Council resolves to provide allotments, budgetary provision will be required for 2022/23.
- m) Foul Anchor notice board - The area adjacent to the war memorial could be improved to provide a location for the notice board, a bench and a bin. This could be another Community Payback project.

#### **072/21 Police Matters**

The Clerk reported that he had attended a meeting with the Neighbourhood Sergeant. Inspector Lombardo has been seconded to Peterborough and replaced by Inspector Morris, who has previous experience of policing in Fenland. The recent burglary in Sapphire Close is still under investigation, but is considered to be a one-off incident. The Police have offered to their support in looking out for inconsiderate dog walking on the North Level Main Drain. Neighbourhood Watch has new online resources on anti-social behaviour and preventing burglary.

#### **073/21 Cambridgeshire County Councillor Report**

Cllr King reported that the new joint administration will continue with the commitment to allocate nearly £30 million of additional funding for highways, footpaths and drainage. The budget for the new financial year will also include £5 million for community capital projects. Cllr Doyle suggested that the Council might consider this funding for projects relating to the Community Centre or children's play equipment.

The Highways and Transport Committee has agreed to the creation of a design guide for public rights of way to ensure that they meet the needs of all users. This resulted from Cllr King's intervention regarding the hard surfacing of paths making them unsuitable for equestrians.

#### **074/21 Fenland District Councillor Reports**

Cllr Seaton reported that the District Council has endorsed the proposal to increase the number of councillors from 39 to 42. If adopted by the Boundary Commission, this would result in Leverington being removed from Roman Bank ward to become part of a new Wisbech ward, Parson Drove becoming part of Roman Bank and the number of members being reduced from three to two, to take effect at the next district elections in May 2023. The District Council's share of the Council Tax will remain the same for the next financial year.

#### **075/21 Clerk's Report**

The Clerk reported on meetings attended and correspondence received since the last meeting.

### **076/21 Play Area Working Group**

No developments since the last meeting. A timetable of meetings will be published for the year.

### **077/21 Data Gathering and Digital Mapping**

Cllr Luck reported on progress regarding the online mapping of Council assets and circulated copies of a data handbook that brings together various data sets relating to the parish.

### **078/21 Member and Parishioner Issues**

- a) Trees in High Broadgate - Cllr Carter has obtained a quotation for the removal of a cherry tree and reduction of an oak, a maple and a cherry, plus either reduction or removal of a silver birch. Further quotes will be obtained.
- b) Dog bin in High Broadgate - A resident has asked whether the dog bin near the junction of Hockland Road could be replaced with a litter bin. Members discussed this and agreed to place a litter bin alongside the existing dog bin.
- c) North Level Main Drain permissive path - Following a number of incidents of dogs chasing sheep and the inconsiderate and confrontational behaviour of dog owners, the North Level District Internal Drainage Board has reluctantly decided to close the permissive path. The Clerk reported that discussions will take place in the spring to ascertain whether future re-opening may be possible.
- d) Crown & Mitre public house - Members acknowledged that the Crown & Mitre is an important community asset and resolved to apply for Asset of Community Value designation to allow the community to consider options to purchase the site if it is to be sold at any time in the future. The Clerk will write to the current owner to invite them to comment on this decision before an application is submitted.
- e) The Queen's Platinum Jubilee celebrations - The Jubilee provides an opportunity for community celebration and the Council confirmed its wish to see suitable events taking place in the village. Members agreed to arrange a meeting of all community groups to discuss their plans and encourage joint working.
- f) Annual Parish meeting - The Clerk suggested that the event could be used to bring together speakers from statutory and voluntary bodies to discuss issues relevant to parishioners. Members agreed to this approach and asked the Clerk to make the necessary arrangements.

### **079/21 Policies and Procedures**

Members considered the following draft policy and procedure documents prepared by the Clerk:-

- a) Data protection policy.
- b) Publication scheme.

They resolved to adopt both documents.

### **080/21 Portfolio Responsibilities**

The Chairman proposed that this item be deferred and discussed individually prior to the next meeting and members agreed.

## 081/21 Finance

a) The Clerk presented the financial statement as at the end of December, showing income of £20,444.00, expenditure of £23,514.21, resulting in a shortfall of £3,070.21, and funds held of £36,004.92.

b) Members noted the following sum received since the last meeting:-

Barclays Bank (interest).....	£	0.52
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c) Members ratified the following payments made since the last meeting:-

D Gibbs (salary December) .....	£	716.03
CGM Group (East Anglia) Ltd (grounds maintenance).....	£	621.94
Geosphere Ltd (Parish Online digital mapping).....	£	86.40
Fenland District Council (bin emptying) .....	£	95.20
	£	<u>1,519.57</u>

d) Members approved the following payments:-

D Gibbs (salary January) .....	£	716.03
Wicksteed Leisure Ltd (play equipment inspection) .....	£	72.00
	£	<u>788.03</u>

e) Members reviewed the draft budget for 2022/23. They resolved to allocate the following sums:-

Play areas .....	£	5,000.00
Community Centre.....	£	8,000.00
Tree works .....	£	1,000.00
Allotments.....	£	1,500.00
Training.....	£	300.00
Foul Anchor .....	£	<u>1,500.00</u>
	£	<u>17,300.00</u>

They further resolved to phase the street light replacement programme over two years, reducing the sum allocated from £14,700 to £7,350.

Members resolved to increase the precept to £15,000, leaving a deficit of £14,927 to be taken from the Council's reserves.

## 082/21 Planning

Members considered the following application:-

F/YR21/1517/O - Erect 1 x dwelling (outline application with all matters reserved) - Land West of The Cottage, Sees Lane, Four Gotes

It was noted that the Council has previously offered no objection to a similar proposal under reference F/YR21/0409/F.

Sees Lane lies in a location defined as Elsewhere in the Fenland Local Plan and this proposal is therefore contrary to policy LP3 in this regard. Notwithstanding this, the development site has the characteristics of an infill opportunity in an otherwise continually-developed rural streetscape, characterised by unique detached properties centrally-located in larger than average plots. The proposed development shares these characteristics and is in keeping with its location. Members noted that the proposed development has six letters of support from

immediate neighbours and no objections. The previous concerns regarding the width of the access into Sees Lane from the A1101 appear to have been addressed in the new proposal.

Members resolved to support the application for a single dwelling at this location and to request that it be put before the Planning Committee to enable members to consider the potential benefits alongside the Local Plan context.

### **083/21 Speed Monitoring**

The Clerk presented a report on data recorded by the MVAS speed monitoring device in Kirkgate, as follows:-

Monitoring period	11.7.21 to 29.7.21 (19 days)
Number of vehicles	3,381
Maximum speed	85mph
85 <sup>th</sup> percentile speed	38mph
Violations	280 vehicles (8.29%)
Prosecutable (i.e. 10% plus 2mph)	75 vehicles (2.22%)

Further analysis of the data will provide details of priority times for enforcement action.

### **084/21 Reports from Members**

- a) Highways - Cllr Mathias advised members that he will be carrying out a full inspection of highways shortly.
- b) Street Lights - Cllr Luck reported that two more street light faults have been reported for repair.
- c) Churchyard - Nothing further to report.
- d) Trees - Nothing further to report.
- e) Foul Anchor - Nothing further to report.
- f) Community Centre - Cllr Carter thanks the Council for sponsoring the printing of the fund raising calendars.
- g) Waterway Walk - Nothing further to report.

### **085/21 Date of Next Meeting**

The next meeting of the Parish Council will take place on Thursday 10<sup>th</sup> March 2022 at 7.30pm in the Community Centre. The date of the Annual Parish Meeting will be confirmed in due course.

The meeting closed at 9.30pm



# **TYDD ST GILES PARISH COUNCIL**

## **Minutes of a meeting of the Planning Committee of Tydd St Giles Parish Council held in the Community Centre on Thursday 24<sup>th</sup> February 2022**

**Present** - Cllr T Doyle (Chairman), Cllr C Brooks, Cllr M Carter, Cllr B Luck, Cllr G Mathias, Cllr A Renshaw, D Gibbs (Clerk), A Drew, A Helme, W Helme, A John, P John, M Jupp, J Page, S Page, B Tansley, H Tansley (Parishioners)

### **029/21 Apologies for Absence**

Cllr K Malin

### **030/21 Planning Applications**

F/YR22/0090/F - Erect 2-storey side and single-storey front and rear extensions to existing dwelling, detached garage and detached annexe to rear - 12 Newgate Road, Tydd St Giles

Cllr Mathias advised members that he had agreed to speak on behalf of a neighbour of this property. He declared a non-pecuniary interest and did not vote on this matter.

Members of the public spoke for and against this application.

Members considered the information submitted. They expressed concern regarding the scale of the proposed development. Although other properties in Newgate Road have been extended, all have retained the original line so, in this regard, the proposal is out of keeping with its surroundings. The applicant has not provided any evidence of need for the proposed annexe or explanation of its positioning at the extreme end of the garden.

Members resolved not to support the application.

F/YR22/0131/O - Erect up to 2no dwellings (outline with all matters reserved) - Land West of Pitt Cottage, Fold Lane, Tydd St Giles

Members of the public spoke against this application.

Members considered the information submitted. The unusual shape of the site and limited access from Fold Lane make development difficult. Although this is an outline application with all matters reserved, the extra detail provided highlights a number of issues. The design and access statement draws on elements of the appeal relating to F/YR07/0558/O, which related to the whole site, not the periphery of it, so carries no weight in respect of the current application. The indicative random alignment of the proposed properties is at odds with all the surrounding linear development and the established building line. The site access shown on the plans belongs to a third party and does not form part of the development site. The site boundary along Fold Lane conflicts with the Definitive Map of Cambridgeshire, which shows a strip of highway land alongside the road. The proposed fence along the Kirkgate boundary follows the line of a piped surface water drain, as indicated by the inspection cover in the north western corner of the site. It would not be possible to place a fence along this line. Fold Lane is a single track road with no passing or turning place, unsuitable for further development.

Construction traffic would have to reverse onto Kirkgate or reverse into Fold Lane on arrival. These issues would be common to any application to build two dwellings on this site.

Members resolved not to support this application.

F/YR22/0142/F - Erect 1 dwelling (2-storey 4-bed) with integral garage - Plot 2 Land East of Tindall Mill, Kirkgate, Tydd St Giles

Members considered this application. They noted that permission has previously been granted for the development of this site and considered the revised proposal to be an acceptable alternative to the previous applications.

Members resolved to offer no objection.

### **031/21 Update on Recent Planning Applications**

F/YR21/1147/VOC at Tydd St Giles Golf and Leisure Centre, Kirkgate (lodges) is pending.

F/YR21/1204/F and F/YR21/1205/LB at Hannath Hall, Hannath Road are pending.

F/YR21/1318/F at Tydd St Giles Golf and Leisure Centre, Kirkgate (biomass) was granted with the condition requested by the Council.

F/YR21/1329/F at Windy Roost, Bythorne Bank is pending.

F/YR21/1338/F at Summer Lodge, Church Lane was granted.

F/YR21/1369/F at West Barn, Broad Drove West is going to committee with an officer recommendation for refusal.

F/YR21/1412/O at Land East of Allenby Farm, Broad Drove West was refused.

F/YR21/1422/F at Land West of Magnolia Cottage, Kirkgate was granted.

F/YR21/1427/RM at Land East of 17 Newgate Road was refused.

F/YR21/1467/F at Ivy Cottage, Kirkgate was granted.

F/YR21/1517/O at Land West of The Cottage, Sees Lane has been called in by Cllr Seaton at the Council's request and is going to committee with an officer recommendation for refusal.

### **032/21 Other Planning Matters**

The Clerk notified members of an application going before the Planning Committee of Kings Lynn and West Norfolk District Council for a 56 hectare solar farm development at Walpole Marsh, opposite Foul Anchor.

<b>Agenda Item No.</b>	093/21	<b>TYDD ST GILES PARISH COUNCIL</b>
<b>Meeting Date</b>	10 March 2022	
<b>Report Title</b>	Clerk's Report	

## **1. Purpose of Report**

To report on meetings attended and correspondence received.

## **2. Key Issues**

### Meetings attended:

Cambridgeshire Local Councils Conference - 14 January  
 Wisbech Neighbourhood Police - 4 February  
 Village organisations re Jubilee celebrations - 9 February  
 North Level District Internal Drainage Board - 14 February  
 Planning training - Highways - 17 February  
 Cllr Nethsingha, Leader of the County Council - 3 March

### Correspondence received:

Cambridgeshire County Council - Flood Risk Management Strategy consultation, LHI feasibility report, Cambridgeshire Matters newsletter, roadworks and events diary  
 Fenland District Council - Chairman's Civic Reception 18 March, paperless billing for Council Tax, safety checks at cemeteries, Local Plan update, Electoral Review briefing 16 March, new e-tendering portal for local businesses to bid for council contracts, solar panel group buying scheme, Age UK Community Warden service, community resilience in extreme weather, start of the grass cutting season, and domestic abuse awareness campaign  
 CAPALC - Monthly bulletin, Civility and Respect Project newsletter, 2021/22 pay settlement  
 North Level District Internal Drainage Board - consent to reduce 9m byelaw  
 Cambridgeshire & Peterborough Combined Authority - adult education budget consultation  
 Cambridgeshire & Peterborough Against Scams Partnership - newsletters and scam warnings  
 Queen Elizabeth Hospital - modernisation newsletter and CQC inspection  
 Cllr King - Cross Keys Bridge repainting works  
 Keep Britain Tidy - Great British Spring Clean 25 March to 10 April  
 UK Power Networks - extreme weather events

<b>Report Author</b>	Dave Gibbs
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Local Issues:

Fly-tipping - Hannath Road

Storms Dudley and Eunice - fallen trees, power supply issues

Unsafe pavement - Hockland Road

Bus shelter foodbank - High Broadgate

**3. Recommendations**

Members note the report.

## **TYDD ST GILES PARISH COUNCIL**

### **EQUALITY AND DIVERSITY POLICY**

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## **Our commitment**

The council is committed to providing equal opportunities in employment and to avoiding unlawful discrimination.

This policy is intended to assist the council to put this commitment into practice. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment.

## **The law**

It is unlawful to discriminate directly or indirectly in recruitment or employment because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality, caste and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics."

Discrimination after employment may also be unlawful, e.g. refusing to give a reference for a reason related to one of the protected characteristics.

The council will not discriminate against or harass a member of the public in the provision of services or goods. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

## **Types of unlawful discrimination**

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether or not this effect was intended by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that he/she has a particular protected characteristic when he/she does not, in fact, have that protected characteristic.

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic, by third parties.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because he/she made or supported a complaint or raised a grievance under the Equality Act 2010, or because he/she is suspected of doing so. However, an employee is not protected from victimisation if he/she acted maliciously or made or supported an untrue complaint.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

### **Equal opportunities in employment**

The council will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy.

#### Recruitment

Person and job specifications will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. Disability and personal or home commitments will not form the basis of employment decisions except where necessary.

#### Working practices

The council will consider any possible indirectly discriminatory effect of its standard working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which work is to be done, when considering requests for variations to these standard working practices and will refuse such requests only if the council considers it has good reasons, unrelated to any protected characteristic, for doing so. The council will comply with its obligations in relation to statutory requests for contract variations. The council will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

#### Equal opportunities monitoring

The council will monitor the ethnic, gender and age composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will consider and take any appropriate action to address any problems that may be identified as a result of the monitoring process.

The council treats personal data collected for reviewing equality and diversity in accordance with the data protection policy. Information about how data is used and the basis for processing is provided in the council's privacy notices.

## **Dignity at work**

The council has a separate dignity at work policy concerning issues of bullying and harassment on any ground, and how complaints of this type will be dealt with.

## **People not employed by the council**

The council will not discriminate unlawfully against those using or seeking to use the services provided by the council.

You should report any bullying or harassment by suppliers, visitors or others to the council who will take appropriate action.

## **Training**

The council will raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise.

The council will raise the awareness of all staff engaged to work at the council to help them understand their rights and responsibilities under the dignity at work policy and what they can do to help create a working environment free of bullying and harassment.

## **Your responsibilities**

Every employee is required to assist the council to meet its commitment to provide equal opportunities in employment and avoid unlawful discrimination. Employees can be held personally liable as well as, or instead of, the council for any act of unlawful discrimination. Employees who commit serious acts of harassment may be guilty of a criminal offence.

Acts of discrimination, harassment, bullying or victimisation against employees or customers are disciplinary offences and will be dealt with under the council's disciplinary procedure. Discrimination, harassment, bullying or victimisation may constitute gross misconduct and could lead to dismissal without notice.

## **Grievances**

If you consider that you may have been unlawfully discriminated against, you should use the council's grievance procedure to make a complaint. If your complaint involves bullying or harassment, the grievance procedure is modified as set out in the dignity at work policy.

The council will take any complaint seriously and will seek to resolve any grievance that it upholds. You will not be penalised for raising a grievance, even if your grievance is not upheld, unless your complaint is both untrue and made in bad faith.

## **Monitoring and review**

This policy will be monitored periodically by the council to judge its effectiveness and will be updated in accordance with changes in the law.

This is a non-contractual procedure which will be reviewed from time to time.

Adopted by the Council - March 2022

To be reviewed annually



## **TYDD ST GILES PARISH COUNCIL**

### **HOMEWORKING POLICY**

Policy	2
Scope of this policy	2
Safe working environment	2
Hours of work	3
Potential conflicts of interest	3
Data protection	3
Visits to work premises	3
Insurance, mortgage or rental agreements	3

## **Policy**

The Council recognises the advantages of home-based working although it doesn't suit everyone, and some job roles may not be appropriate to undertake at home.

This policy describes the working arrangements and expectations that will apply if you work from home.

### **Scope of this policy**

It applies to all staff who are home-based whether full time, part time or fixed term. It does not apply to office-based staff who work from home on an ad-hoc basis.

### **Safe working environment**

Health and safety for home-based staff applies in the same way as office-based staff, insofar as is reasonably practicable, that you work in a safe manner and that you follow all health and safety instructions issued by us.

You must complete and submit a 'Home Based Workers Risk Assessment' to the Clerk (or the Chair in the case of the Clerk). This is a checklist for you to identify any possible hazards in your home working area. Following completion of the checklist, measures may need to be taken to control any risks identified. This checklist should be completed annually, or more frequently if there are any changes to your arrangements such as new equipment or changes to your home-office space.

You must complete and submit a workstation risk assessment and ensure that this remains up-to-date. If you have any questions about the risk assessment, or if you identify any potential risks when carrying out the assessment, you should refer these to the Clerk (or the Chair in the case of the Clerk) in the first instance.

Some of the most important considerations include: -

- If possible, an area should be set aside from the rest of your living space to ensure that you are able to work from home without distractions,
- Your home office should have adequate space for you to work safely and comfortably,
- Your desk should be large enough to accommodate your equipment and paperwork,
- You should have sufficient storage and your workspace should be organised so equipment is close to hand,
- Your work area should be well lit, with natural lighting if possible,
- Equipment and sockets should be situated to avoid potential trip hazards, and,
- You must also ensure that you visually check the cables of any electronic equipment supplied to you regularly (and at least every 6 months) and report any defects.

We reserve the right to visit you at home at agreed times for work-related purposes, including health and safety matters and to inspect, service or repair equipment (e.g. for PAT testing).

### **Hours of work**

As a home-based worker, your contract of employment will specify the hours when we expect you to be at work and contactable by telephone or email. There may be times during

the working day when you are not available in which case these should be flagged to the Clerk (or the Chair of the Council) with prior authorisation.

You must be mindful to take adequate rest breaks which should be, as a minimum:

- A break of at least 20 minutes during each working day over 6 hours,
- A daily rest break of at least 11 continuous hours, i.e. the time between stopping work one day and beginning work the next day, and,
- At least one complete day each week when no work is done.

### **Potential conflicts of interest**

During your hours of work, the Council expects that your work environment enables you to work effectively and that you are not distracted by domestic matters. It is not appropriate to combine homeworking with caring for a dependant.

If there is an emergency and you need to attend to a non-work matter, then you should notify the Clerk (or the Chair in the case of the Clerk).

### **Data protection**

As a home-worker you are responsible for keeping all documents and information associated with the Council secure at all times. Specifically, homeworkers are under a duty to:

- Keep filing cabinets and drawers locked when they are not being used,
- Keep all documentation belonging to us in the locked filing cabinet at all times except when in use,
- Set up and use a unique password for the laptop computer, and
- Ensure that documents are saved to the server rather than the computer's hard drive.

If you have a telephone conversation where you are discussing confidential work matters, you should ensure that such calls take place in privacy to avoid inadvertent breach of confidentiality.

### **Visits to work premises**

On occasions you may need to attend other locations for training, performance assessment meetings, team briefings etc. This will normally not be frequent, and the dates and times of such visits will be agreed in advance.

### **Insurance, mortgage or rental agreements**

Whilst our Employer's Liability Insurance extends to home based staff, and any Council equipment installed in your home will also be covered, you should ensure that any agreement with your landlord or mortgage lender allows you to work from home, and that your house buildings and contents insurance will not be invalidated by you working from home.

This is a non-contractual procedure which will be reviewed from time to time.

Adopted by the Council - March 2022  
To be reviewed annually

## **TYDD ST GILES PARISH COUNCIL**

### **EXPENSES POLICY**

Purpose	2
General procedure	2
Homeworkers	3
Training	3
Travel	3
Overnight accommodation	4
Meals	4
Entertainment/gifts	4
Annual events	4
Expenses that will not be reimbursed	5
False claims	5

## **Purpose**

This policy sets out the Council's rules on how employees can claim for expenses incurred in the performance of their duties for the Council. The purpose of this policy is to ensure that employees are properly reimbursed for legitimate business expenses and to ensure that these expenses are treated appropriately for tax purposes. It does not apply to councillors.

## **General procedure**

The Council will reimburse you for actual expenditure that is incurred wholly, necessarily and exclusively in connection with authorised duties that you undertake in the course of your employment. To claim for expenses, you must use the Council's expenses claim forms and set out the reasons why the expense was incurred on the claim form. If you are unsure whether an expense can be claimed, you must seek prior written authorisation from the Clerk (or the Chair in the case of the Clerk).

Expenses will not be paid unless supporting evidence is provided, together with a completed expense claim form. This should include original receipts or invoices with the date and time of the transaction (unless you are claiming for mileage). When claiming for travel expenses on public transport, you should enclose the tickets showing the departure point and destination of your journey, where possible. Credit and debit card statements will not be accepted. Where you are submitting a VAT receipt, you should set out:

- the name and VAT registration number of the retailer or service provider;
- the goods and services provided; and
- the amount of VAT payable.

Once completed and signed, you should submit your expense claim form to the Clerk (or the Chair in the case of the Clerk) for approval. Once approved the claim form should be submitted to the RFO for payment.

Expenses claims must be submitted within 3 months of the expense being incurred. If this is not practical, written approval for any extension will be required from the Clerk (or the Chair in the case of the Clerk). The Council reserves the right to withhold any payment where prior written approval has not been given.

The Council may return an expense claim form to you without payment if it is completed incorrectly or lacks supporting evidence.

The Council will pay claims for authorised expenses by cheque or BACS transfer into the same bank account into which your salary is paid.

In general, you should not incur expenses other than in the categories listed below. However, if you have claims for expenditure other than for those categories listed below, you should seek written approval from the Clerk (or the Chair in the case of the Clerk) before incurring the expense. The Council will accept email as written approval where it is required in this policy.

Any queries in relation to this policy should be directed to the RFO or the Chair.

## **Homeworkers**

If you are a Homeworker, your normal place of work as stated in your contract will be your home. The council will reimburse all reasonable expenses incurred by homeworkers in the course of their duties upon receipt of satisfactory claims.

The council will agree with homeworkers a suitable sum to cover use of their own equipment.

The council should also pay the employee for the costs associated with heating, lighting, etc. HMRC rules allow for some of these expenses to be paid tax-free (see HMRC guidance: [www.gov.uk/expenses-and-benefits-homeworking/whats-exempt](http://www.gov.uk/expenses-and-benefits-homeworking/whats-exempt)).

## **Training**

When attending training courses all employees should be able to claim travel expenses for the difference in the usual home to work costs. Where the training takes place outside contracted daily hours, part-time employees should be paid on the basis as time spent on training is working time.

Some training can be very expensive and as a condition for funding training, the council requires full repayment of all costs incurred for any training course in excess of £500 should an employee not complete the training or leave the council within a year of completion. Repayment of costs reduces to 50% reimbursement in the second year.

## **Travel**

Employees and managers should consider whether or not travel is necessary or if there are more appropriate means (for example tele-conferencing or video-conferencing).

### Rail

You may claim for standard class rail fares only. Where possible, rail journeys should be booked well in advance to benefit from any discounts for early booking.

### Use of your own car

It may be appropriate and cost-effective to use your own car when travelling on business, for example if you are travelling with other staff or councillors or, where there is limited public transport to your destination, or the journey time is significantly shorter than using public transport. Any use of your own car on business is subject to you:

- holding a full UK driving licence;
- ensuring that your car is roadworthy and fully registered; and
- holding comprehensive motor insurance that provides for business use.

Prior authorisation should be sought from the Clerk (or the Chair in the case of the Clerk), before using your own car on business. The Council accepts no liability for any accident, loss, damage or claim arising out of any journey that you make on business. The Council will not pay for the cost of any insurance policy on your own car.

To claim for petrol expenditure, you should set out the distance of the journey undertaken on your expenses claim form. The Council will pay you a mileage allowance of 45p per mile for mileage under 10,000 miles and 25p per mile for mileage over 10,000 miles, or such other rate as set out from time to time by HM Revenue and Customs. The Council will pay for tolls, congestion charges and parking costs incurred, where applicable.

### Use of bicycle or Motorcycle

If use of your bicycle or motorcycle is approved, you can claim a mileage allowance of 20p or 24p per mile respectively. Any use of your own motorcycle on business is subject the same requirements as a car (see above).

### Taxis

Any use of taxis will require prior approval and only in limited circumstances. These are:

- where taking a taxi would result in a significantly shorter travel time than using public transport;
- where there are several employees travelling together; or
- where personal security and safety of employees is an issue, for example taxis may be permitted after 9.30pm.

You must obtain a receipt with details of the date, place of departure and destination of the journey.

### **Overnight accommodation**

As a guideline for travel on council business you should book accommodation equivalent to three-star standard or less. You may book hotel accommodation of up to £120 maximum in a major city and £100 elsewhere. It is your responsibility to ensure that any hotel reservations are cancelled within the required cancellation period if they are no longer required.

### **Meals**

If you are required to be away from home on council business, you may claim up to:

- £10 for breakfast (if this is not included in the hotel room rate);
- £15 for lunch;
- £20 for dinner

The maximum amounts above are inclusive of drinks. Alcohol cannot be reclaimed under any circumstances.

You should supply receipts and invoices for all hotel and meal expenses other than for the daily allowance, where no receipt is required.

### **Entertainment/gifts**

The Council has strict rules about offering or receiving both entertainment and gifts. Any gifts, rewards or entertainment offered to you should be reported immediately to the Clerk (or the Chair in the case of the Clerk). As a general rule, small tokens of appreciation, for example flowers or a bottle of wine, may be retained by employees.

### **Annual events**

The Council may decide to hold a staff event, such as a Christmas meal or other celebration. Except where agreed to the contrary, attendance is not compulsory, and you will remain responsible for any expenses you incur.

## **Expenses that will not be reimbursed**

The Council will not reimburse you for:

- the cost of any travel between your home and usual place of work (except in exceptional circumstances for early morning/late night transport as set out above);
- the cost of any travel undertaken for personal reasons;
- the cost of any travel for your partner or spouse;
- any fines or penalties incurred while on council business for whatever reason, including penalties for not paying for a rail ticket in advance of boarding the train and penalties or fines associated with motoring offences, including speeding or parking fines, clamping or vehicle recovery charges;
- alcohol; and
- cash advances or withdrawals from an ATM machine.

You are required to pay for any travel costs incurred by your partner or spouse in the event that he or she accompanies you on business. Your spouse or partner must have adequate travel insurance for that journey.

## **False claims**

If the Council considers that any expenditure claimed was not legitimately incurred on behalf of the Council, it may request further details from you. The Council will thoroughly investigate and check any expenses claim as it sees fit. It may withhold payment where insufficient supporting documents have been provided. Where payment has been made to you prior to the discovery that the claim was not legitimate or correct, it may deduct the value of that claim from your salary.

Any abuse of the Council's expenses policy will not be tolerated. This includes, but is not limited to:

- false expenses claims;
- claims for expenses that were not legitimately incurred;
- claims for personal gain;
- claims for hospitality and/or gifts without them having been declared; and
- receipt by you of hospitality and/or gifts from contacts that may be perceived to influence your judgment.

The Council will take disciplinary action where appropriate and, in certain circumstances, may treat a breach of this policy as gross misconduct, which may result in your summary dismissal. In addition, the Council may report the matter to the police for investigation and criminal prosecution.

This is a non-contractual procedure which will be reviewed from time to time.

Adopted by the Council - March 2022

To be reviewed annually





An Enduring Covenant Between

The People of the United Kingdom  
Her Majesty's Government

&

All those who serve or have served in the Armed Forces of  
the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces.

In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution.

This has no greater expression than in upholding this Covenant.

## **Principles of the Armed Forces Covenant**

The Armed Forces Covenant is a statement of mutual support between a civilian community and its local Armed Forces Community.

The Armed Forces Covenant is based upon two key principles:

- The Armed Forces Community should not face disadvantage compared to other citizens in the provision of public and commercial services.
- Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

The purpose of this Covenant is to encourage support for the Armed Forces Community working and residing within your town or parish and to recognise and remember the sacrifices they make. This includes in-Service and ex-Service personnel, their families and widow(er)s.

The Armed Forces Covenant is a signal of your Council's support for the Armed Forces Community and its willingness to support initiatives aimed at improving outcomes for the Armed Forces Community.

For the Armed Forces Community, the Covenant encourages the integration of Service life into civilian life and encourages members to help their local community.

## **Aims of the Covenant**

The Armed Forces Covenant defines the enduring, general principles that should govern the relationship between the Nation, the Government and the Armed Forces Community.

It aims to encourage all parties within a community to offer support to the local Armed Forces Community and make it easier for Service personnel, families and veterans to access the help and support available from the MOD, from statutory providers and from the third sector. These organisations already work together in partnership at the local level.

The scheme is intended to be a two-way arrangement and members of the Armed Forces Community are encouraged to do as much as they can to support their community and promote activity which integrates the Service community into civilian life.

Examples of the kinds of initiatives you are supporting, or will support, that benefit your Armed Forces Community.

- Appoint an Armed Forces Champion from among your members to promote support for the Armed Forces Community.
- Promote the fact that you are an Armed Forces-friendly Council to your members and the wider public.
- Develop stronger links with local service base personnel and Armed Forces Community members to understand issues that service life provides.
- Commit to support and adapt processes for Service Personnel and their families in the provision of Town/Parish Services to mitigate disadvantage.
- Consider how you can support the employment of members of the Armed Forces Community, including by working with local businesses.
- Ensure upkeep of war memorials and war graves (with support from the Commonwealth War Graves Commission).
- Support or promote Armed Forces events such as Armed Forces Day/Week, Reserves Day, the Poppy Appeal and Remembrance activities.
- Run, facilitate or promote support networks (e.g. coffee mornings, breakfast clubs) for veterans and other members of your Armed Forces Community.
- Engage with and support your local RBL branch and other local Armed Forces charities (for example, by considering whether an empty shop in your neighbourhood could be used as a hub).
- Encourage local businesses to consider offering discounts to members of the Armed Forces Community.
- Signpost members of the Armed Forces Community to available support.
- Take part in Armed Forces or Covenant activities run by your principal Council.
- Enhance your digital presence with information and signposting about and for the Armed Forces Community.

If you would like to know more or start the process of signing up to the Armed Forces Covenant please contact Tommy Kelly, Armed Forces Covenant Officer for Cambridgeshire County Council and Peterborough City Council.

Tommy Kelly  
Armed Forces Covenant Officer  
Cambridgeshire and Peterborough

Think Communities Team  
Cambridgeshire County Council

Mobile: 07747 369996

Email: [thomas.kelly@cambridgeshire.gov.uk](mailto:thomas.kelly@cambridgeshire.gov.uk)

Public Email: [covenant@cambridgeshire.gov.uk](mailto:covenant@cambridgeshire.gov.uk)



## Tydd St Giles Parish Council

### Receipts & Payments Summary as at 28.2.22

Income	Jan/Feb	Year to Date	Budget to Date	%
FDC Precept	£ -	£ 12,000.00	£ 12,000.00	100.00
FDC Concurrent Functions Grant	£ -	£ 2,791.00	£ 2,791.00	100.00
Allotment Rents	£ -	£ 5,224.10	£ 5,221.00	100.06
Allotment Rates	£ -	£ 426.96	£ 482.15	88.55
Community Centre	£ -	£ -	£ -	0.00
Grants	£ -	£ -	£ -	0.00
Donations	£ -	£ -	£ -	0.00
Recycling Credits	£ -	£ -	£ -	0.00
Bank Interest	£ -	£ 1.94	£ 1.80	107.18
VAT Refunds	£ -	£ -	£ 3,924.77	0.00
Miscellaneous	£ -	£ -	£ -	0.00
<b>Total Income</b>	<b>£ -</b>	<b>£ 20,444.00</b>	<b>£ 24,420.72</b>	<b>83.72</b>

### Expenditure

Clerk's Salary	£ 1,432.06	£ 7,876.33	£ 6,525.00	120.71
Fees	£ -	£ 370.00	£ 370.00	100.00
Subscriptions	£ -	£ 516.18	£ 516.18	100.00
Admin Expenses	£ 72.00	£ 891.27	£ 500.00	178.25
Insurance	£ -	£ 478.80	£ 478.80	100.00
Drainage Rates	£ -	£ 482.15	£ 482.15	100.00
Recreation Ground	£ 188.28	£ 1,636.03	£ 878.64	186.20
Churchyard	£ 330.00	£ 5,690.00	£ 5,570.00	102.15
Community Centre	£ 95.20	£ 270.18	£ 265.20	101.87
Street Lights	£ -	£ 4,365.37	£ 4,365.37	100.00
Section 137 Payments	£ -	£ -	£ -	0.00
Parish Land	£ -	£ 50.00	£ -	#####
Foul Anchor	£ -	£ -	£ -	0.00
LHI Projects	£ -	£ 528.00	£ -	#####
Recoverable VAT	£ 118.06	£ 2,513.52	£ -	#####
<b>Total Expenditure</b>	<b>£ 2,235.60</b>	<b>£ 25,667.83</b>	<b>£ 19,951.34</b>	<b>128.65</b>

### Summary

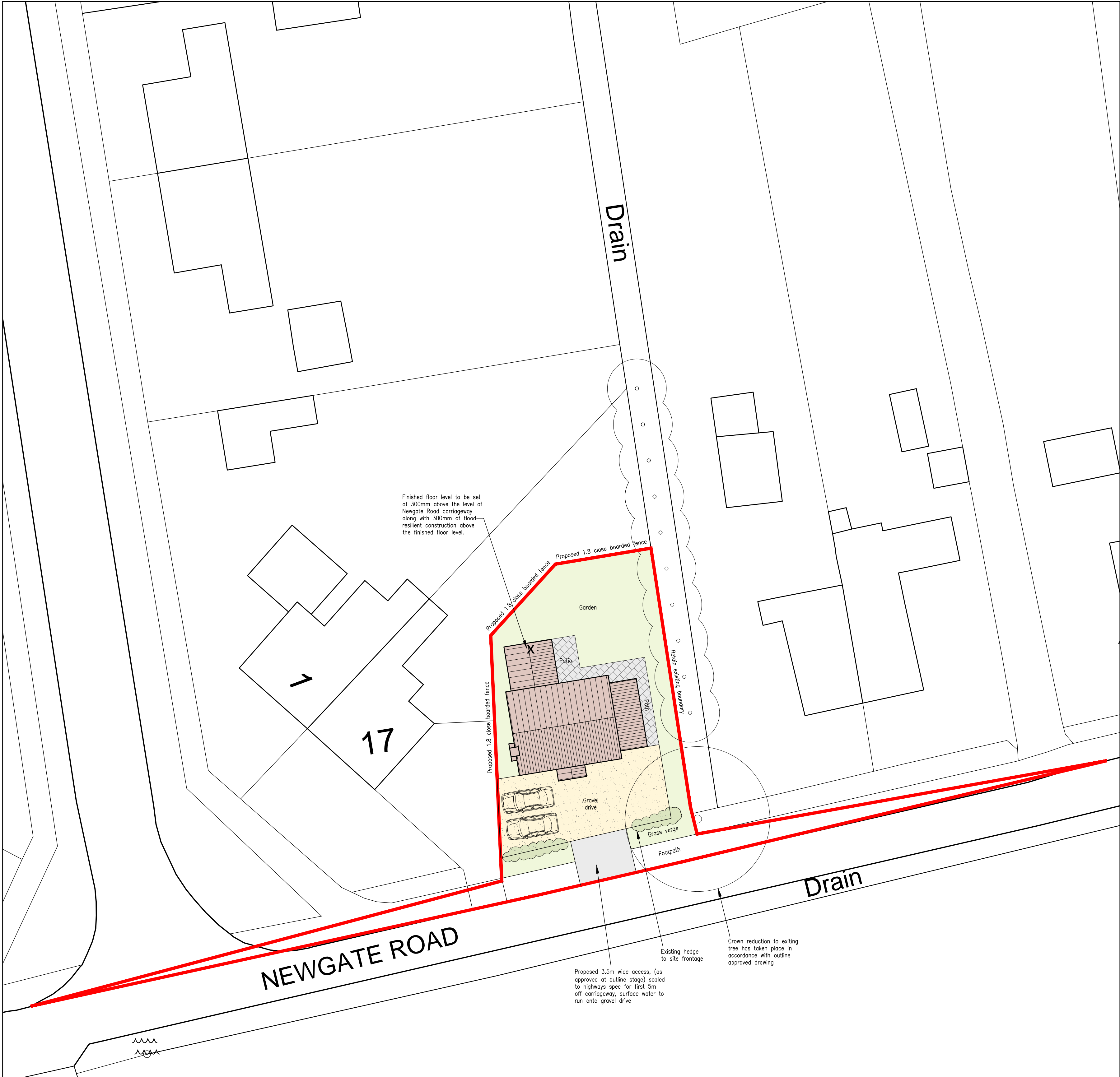
Total Income	£ 20,444.00	£ 24,420.72
LESS Total Expenditure	£ 25,667.83	£ 19,951.34
<b>Net Surplus or Deficit</b>	<b>-£ 5,223.83</b>	<b>£ 4,469.38</b>

### Balance Sheet

Balance B/fwd 1.4.21	£ 39,075.13
Surplus or Deficit	-£ 5,223.83
<b>Balance C/fwd</b>	<b>£ 33,851.30</b>

### Represented by

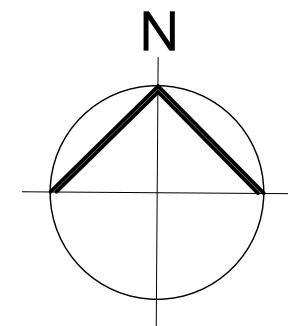
Barclays Current Account	£ 13,136.09
Barclays Business Saver	£ 20,715.21
Cash / Cheques	£ -
	<b>£ 33,851.30</b>



Proposed Site Plan 1:200



Location Plan 1:1250



Proposed Street Scene From Newgate Road 1:200

A - REVISIONS		
JOB NO.	PAPER SIZE	DATE
6424/01D	A1	OCT 2021

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 The Construction (Design and Management) Regulations 2015:  
 Peter Humphrey Associates' form of appointment with the client confirms whether the agent is appointed as 'Designer' or 'Principal Designer' under these regulations. Nevertheless, the design phase has been carried out with due consideration for the safety during construction, occupation and maintenance of the finished project. No extraordinary hazards or risks were identified outside of the routine construction operations that would not already been apparent to a competent contractor.

CLIENT  
 MR P WIFFEN

PROJECT  
 PROPOSED DWELLING

SITE  
 BUILDING PLOT ADJ No.17  
 NEWGATE ROAD  
 TYDD ST GILES  
 CAMBS  
 PE13 5LH

DRAWING  
 RM PLANNING DRAWING 1

**PHA**

**PETER HUMPHREY ASSOCIATES**

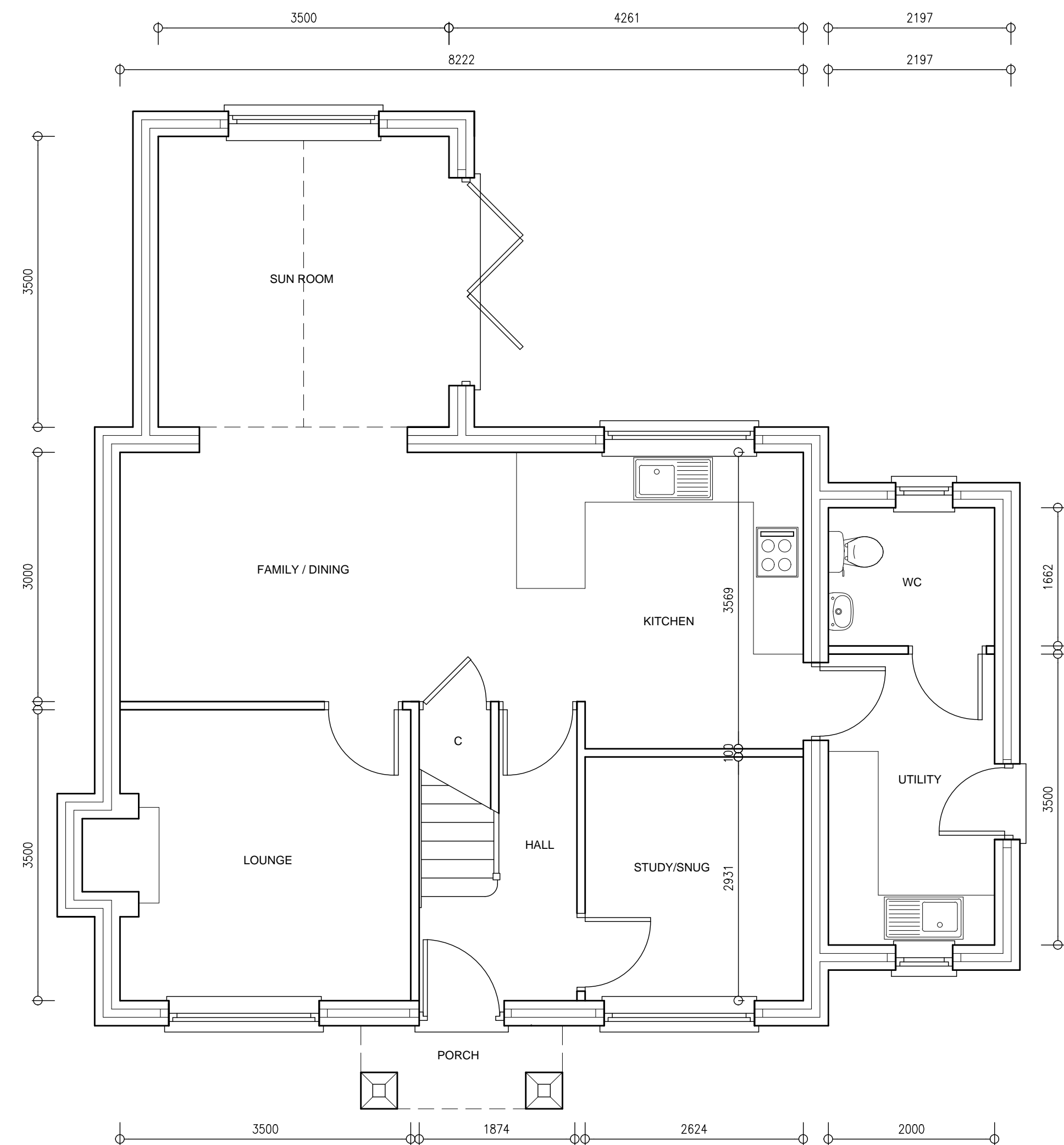
ADDRESS: 2 CHAPEL ROAD, WISBECH, CAMBS, PE13 1RG.

TELEPHONE: 01945 466966  
 E-MAIL: info@peterhumphrey.co.uk  
 WEB: www.peterhumphrey.co.uk

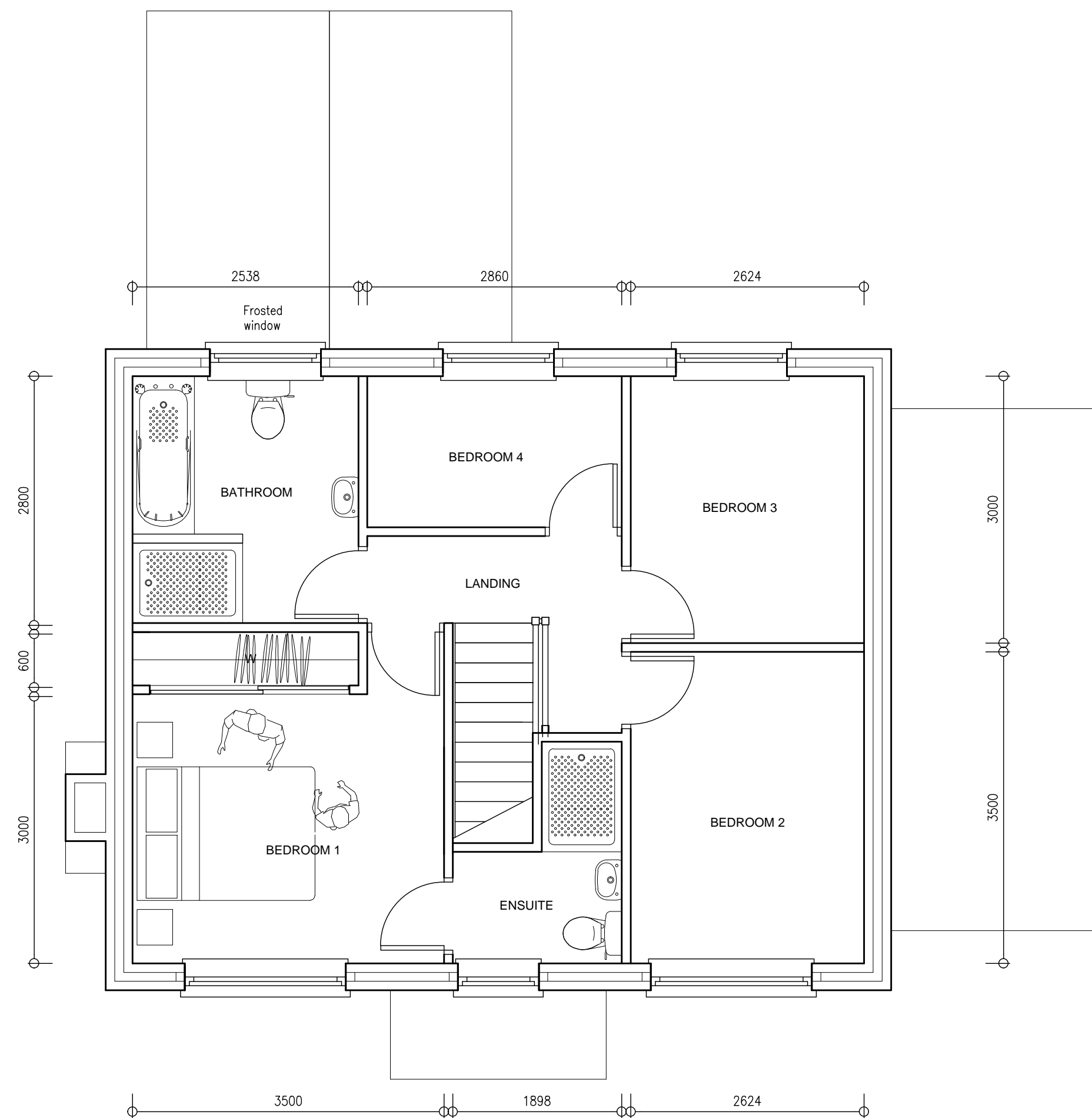




Proposed Front Elevation 1:100



Proposed Ground Floor Plan 1:50

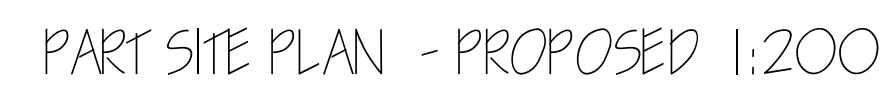
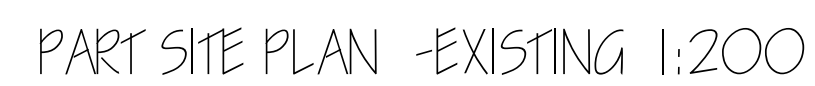


Proposed First Floor Plan 1:50

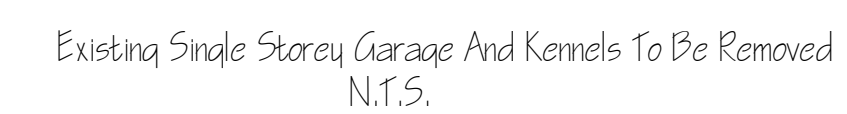
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REVISIONS		
JOB NO.	PAPER SIZE	DATE
6424/02D	A1	OCT 2021
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CLIENT	MR P WIFFEN
PROJECT	PROPOSED DWELLING
SITE	BUILDING PLOT ADJ No.17 NEWGATE ROAD TYDD ST GILES CAMBS PE13 5LH
DRAWING	RM PLANNING DRAWING 2





Walls: TBS Audley Antique Brick  
Roof: Weinerberger Santoft Calderdale Edge Dark Grey  
Windows & Doors: UPVC - Heritage Green  
Garage Doors: Wooden - Heritage Green  
Gutters & Downpipes: Black



We Can Confirm That The Proposed Development Is A Domestic Garage & Store And That The Proposals Are Consistent With The Environmental Agency's Advice For Minor Extensions.  
The Proposed Development Is Less Than 250 Sq M.  
The Proposed Development Does Not Include Any Domestic Habitation

**G. R. MERCHANT LTD.**

**I.ENG AMICE FIWO**

**ARCHITECTURAL, STRUCTURAL  
AND LAND DRAINAGE  
CONSULTANTS**

**4 Wrights Mews  
12A Park Road, Holbeach,  
Spalding, Lincs. PE12 7EE**

**Tel: 01406 490800  
Fax: 01406 425744**

**E-Mail: [gr.merchant@btconnect.com](mailto:gr.merchant@btconnect.com)**

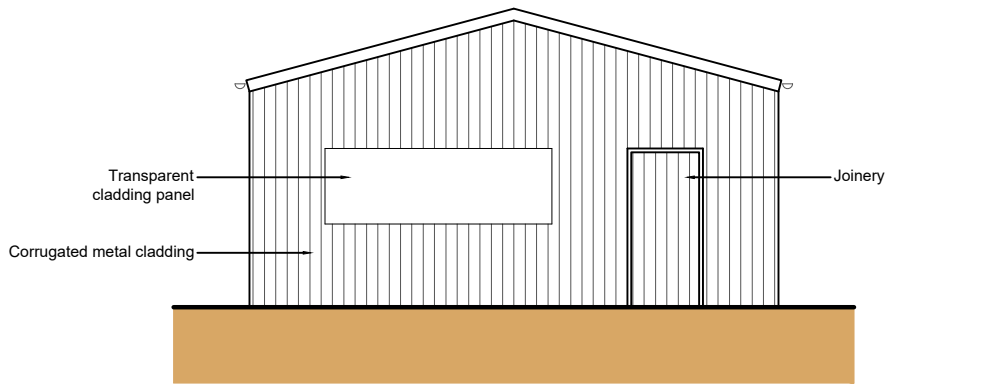
Drawing

FLOOR PLAN - PROPOSED  
ELEVATIONS - PROPOSED  
SITE & LOCATION PLAN

Scales  
1:50 & 1:100 (Unless Otherwise Stated)

[illegible]

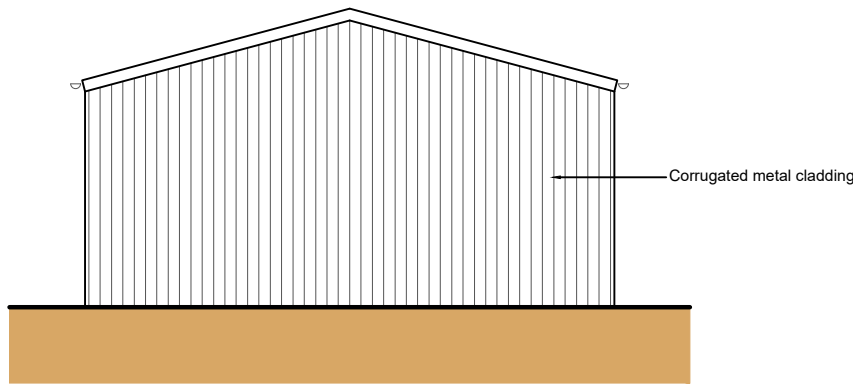




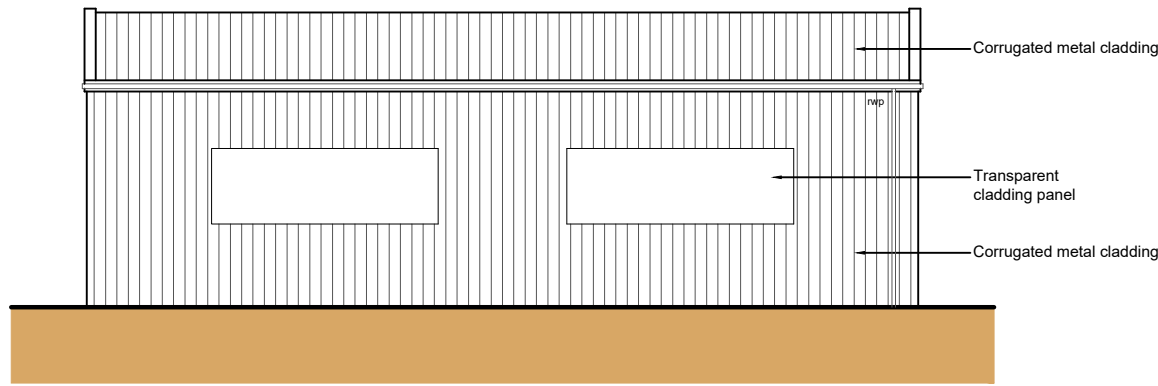
Side Elevation (W)  
Scale: 1:100



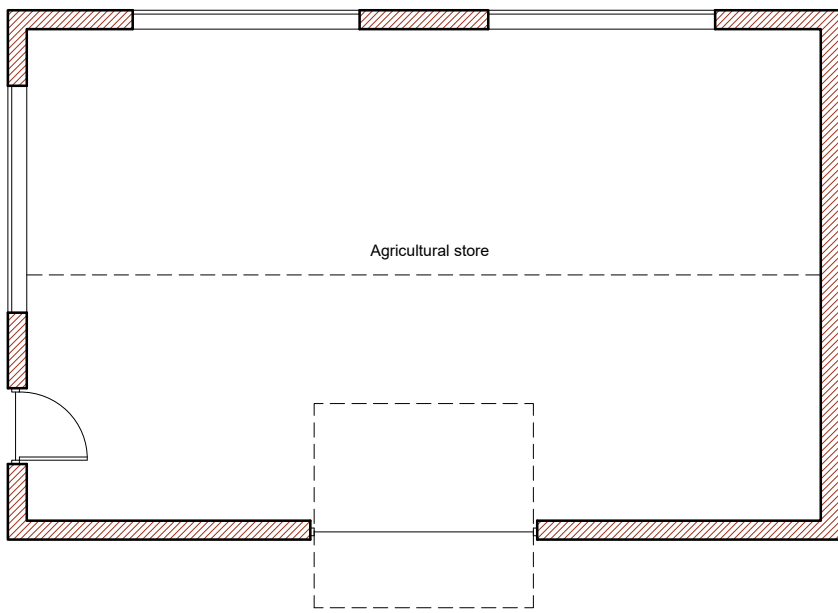
Front Elevation (S)  
Scale: 1:100



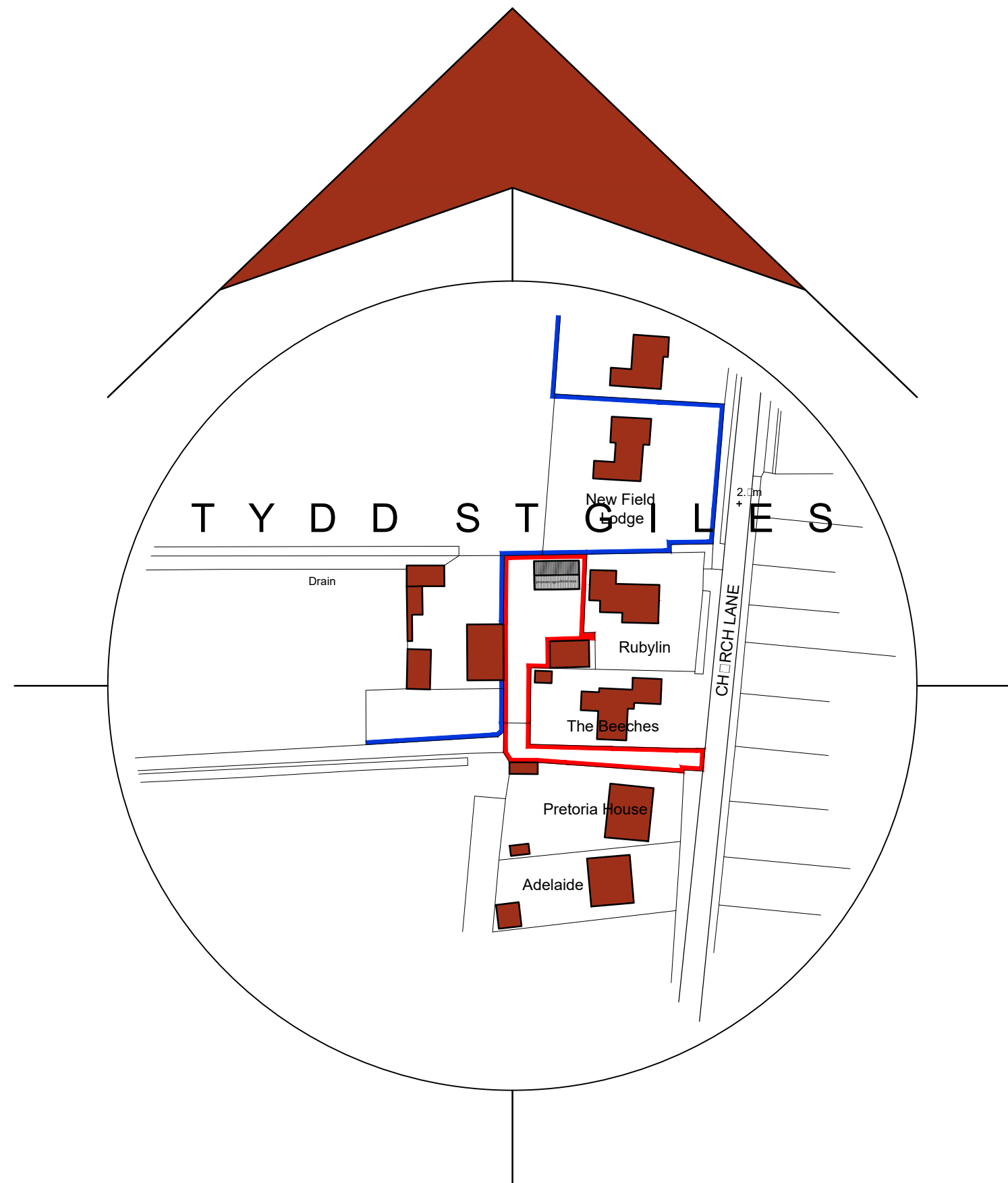
Side Elevation (E)  
Scale: 1:100



North Elevation (N)  
Scale: 1:100

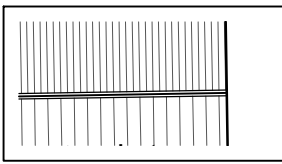


Floor Plan  
Scale: 1:100

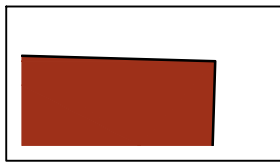


Location Plan  
Scale: 1:1250

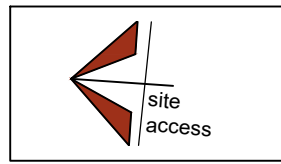
#### SITE PLAN KEY



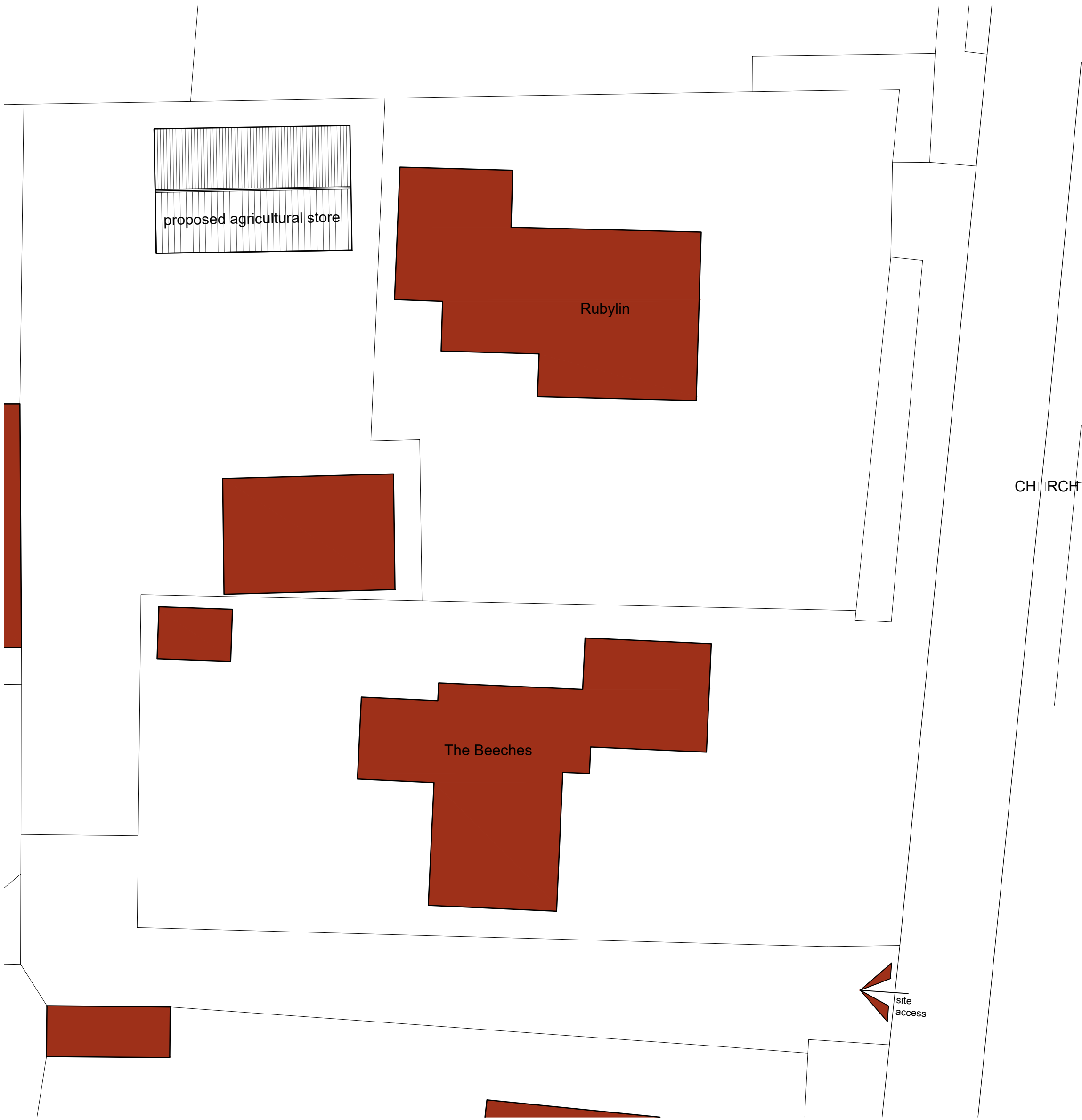
Indicates proposed buildings



Indicates unsurveyed buildings taken from OS map



Indicates site access



Site Plan  
Scale: 1:200

- General Notes
1. All dimensions are shown in 'mm' unless otherwise stated.
  2. The contractor, sub-contractors and suppliers must verify all dimensions on site prior to the commencement of any work.
  3. This drawing is to be read in conjunction with all relevant engineers and specialist sub-contractors drawings and specifications.
  4. Any discrepancies are to be brought to the designers attention.

#### CONSTRUCTION DESIGN MANAGEMENT REGULATIONS 2015

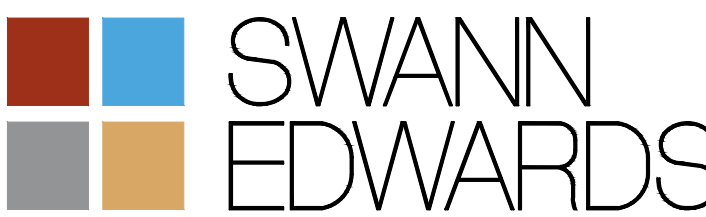
The following information must be read in conjunction with the project Risk register. This drawing highlights significant design related Health & Safety Risks present during Construction phase, and Residual Risks which remain post completion. Other Health & Safety Risks associated with Construction Activities may be present, and must be identified by the Principal Contractor prior to works commencing. Design Risks relating to specialist design items must be identified by the relevant specialist designers/ consultants and issued to the Principal Designer.

#### Revisions

Rev	Date	Description
A	Feb 2022	Changes following planning comments

#### Status

FOR APPROVAL



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Job Title	Date	Drawn by
Proposed Agricultural Store	January 2022	CW
Newfield Lodge, Church Lane, Tydd St Giles, PE13 5LA		Checked by
For: Mr & Mrs Howlett		GE
Drawing Title	Job No.	Sheet Size
Planning Drawing	SE-1755	A1
	Dwg No.	Revision
	PP1000	

<b>Agenda Item No.</b>	102/21	<b>TYDD ST GILES PARISH COUNCIL</b>
<b>Meeting Date</b>	10 March 2022	
<b>Report Title</b>	MVAS Speed Data	

## 1. Purpose of Report

To update members on the data from speed monitoring in the village.

## 2. Key Issues

The following raw data has been taken from the MVAS speed monitoring device:

Kirkgate with a speed limit of 40mph

Monitoring period 11-07-2021 to 15-08-2021 (35 days)

Number of vehicles - 13,079

Minimum speed - 5mph

Maximum speed - 85mph

Average speed - 31.39mph

85th percentile speed - 40mph

Number over speed limit - 12.46% - 1,629 vehicles

Number over prosecutable limit (10%+2 above limit) - 3.67% - 480 vehicles

Number over disqualification limit (30mph above limit) - 0.04% - 5 vehicles

Newgate Road with a speed limit of 30mph

Monitoring period 05-09-2021 to 16-10-2021 (40 days)

Number of vehicles - 13,555

Minimum speed - 5mph

Maximum speed - 68mph

Average speed - 28.21mph

85th percentile speed - 36mph

<b>Report Author</b>	Dave Gibbs
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Number over speed limit - 45.11% - 6,114 vehicles

Number over prosecutable limit (10%+2 above limit) - 22.04% - 2,988 vehicles

Number over disqualification limit (30mph above limit) - 0.04% - 6 vehicles

High Broadgate with a speed limit of 30mph

Monitoring period 02-12-2021 to 13-01-2022 (42 days)

Number of vehicles - 7,401

Minimum speed - 5mph

Maximum speed - 73mph

Average speed - 28.5mph

85th percentile speed - 36mph

Number over speed limit - 38.7% - 2,864 vehicles

Number over prosecutable limit (10%+2 above limit) - 19.73% - 1,460 vehicles

Number over disqualification limit (30mph above limit) - 0.08% - 6 vehicles

### **3. Recommendations**

Members note the report