

STETCHWORTH PARISH COUNCIL

c/o 59 West Street, Isleham, Ely, Cambs. CB7 5SD

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ANNUAL MEETING OF THE PARISH COUNCIL

MINUTES

Stetchworth Parish Council Full Council Meeting on

Tuesday 18th May 2021

held at the Ellesmere Centre (small hall)

Present: Cllrs Lily Whymer (Chair), Wayne Bell, Sarah Breen, Alastair France, John Puddick, Piers Saunders and Alan Sharp. Clerk: Mrs Marilyn Strand.

There were no members of the public present.

The meeting was opened at 7:30pm.

1/21/22 Election of Chairman & Signing of Declaration of Acceptance of Office form.

Cllr France nominated Cllr Whymer to the position of Chairman for the ensuing year and the nomination was seconded by Cllr Bell and AGREED by all.

2/21/22 Election of Vice-Chair.

Cllr France nominated Cllr Bell to the position of Vice-Chair for the ensuing year and the nomination was seconded by Cllr Saunders and AGREED by all.

3/21/22 To receive & approve apologies for absence.

None.

4/21/22 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

5/21/22 Open Forum for Public Participation

None.

6/21/22 To Approve the Minutes of the Meeting held on 27th April 2021.

The minutes of the meeting held on 27th April were approved as a true record and signed by the Chairman.

7/21/22 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Village Green registration – a map of the locality will be obtained and the application can then be submitted.
- Sign and flag pole on village green – it was decided to order the flagpole as previously agreed. The pole will have an internal halyard and will be erected by the handyman and Cllr Bell. The directional sign pointing to the church will also be ordered as previously agreed (unless there is a significant increase in the cost in which case, it will be brought back to the next meeting for agreement). The dog bin will be removed from the green at the same time that the sign and flagpole are erected, and re-positioned at the end of Church Lane. ECDC will be informed so that collections continue.
- UK Power Networks re: unmetered supply certificate – the energy bills have now been adjusted to reflect the upgrade to LED lamps and are now around one third of the previous costs.
- Car park extension – the crushed stone could not be delivered as the PC needs to set up an account with Wickes. The Clerk will set this up and re-order the stone.
- Amenity land in front of Stone Row – ECDC is going to write to Sanctuary Housing about tenants driving over the grass in front of the cottages. This will be monitored and discussed again at the next meeting.
- Footpath 19 – fallen tree: notices have been put up to say that the footpath is currently closed. It is unclear as to whose land the tree is on but this matter will be reported to Highways via their online fault reporting tool.

8/21/22 The Ellesmere Centre

(a)

Ellesmere Centre Report – Cllr Whymer reported the following: -

- the Centre is open but use will remain limited until restrictions are lifted further.

- the marquee will be erected for the plant sale this weekend and Councillors were encouraged to have a look at it in position so that the matter of whether it can stay up can be discussed again at the next meeting.

- (b) Tidy of area around car park extension (meeting at 7:15pm on 18th May to view) – it was agreed that no major work needs to be carried out, but the area will be kept trimmed back.
- (c) Permission for Garden Club to use recreation ground for plant sale on Saturday 22nd May – AGREED.

9/21/22 District & County Councillors' Reports

Councillors congratulated Alan Sharp on being elected to the County Council.

District & County Cllr Alan Sharp reported the following: -

- Cambridgeshire County Council is under no overall control following the elections on 6th May.
- The first meeting of the County Council had been held today in-person and was a mainly procedural meeting.
- Cllr Sharp had been elected as Chairman of East Cambridgeshire District Council for the ensuing year and will remain on the Audit and Licencing Committees as well as the Police & Crime Panel. He will no longer be on the Finance & Assets Committee.

10/21/22 Finance - to approve accounts for payment: it was proposed by Cllr Whymer and seconded by Cllr Bell that the following payments be made: -

| Ref: | Payee/Item | Chq. no | Total | Exc. VAT |
|------|--|---------|------------------|----------|
| (1) | Clerk's salary – Apr 21 | SO | £323.05 | |
| (2) | Clerk's expenses Apr-May 21 | 101547 | £50.62 | |
| (3) | Opus Energy (street lighting) Mar 21 | DD | £42.81 | £40.78 |
| (4) | Witham Oil & Paint (handyman) | 101548 | £59.52 | £49.60 |
| (5) | Witham Oil & Paint (handyman) | 101548 | £93.31 | £77.76 |
| (6) | Play Safety Ltd (annual play inspection) | 101549 | £181.20 | |
| (7) | RH Landscapes & Maintenance Services | 101550 | £120.00 | £100.00 |
| (8) | TEEC – upgrade website | 101551 | £528.00 | £440.00 |
| (9) | TEEC domain migration/12-month hosting | 101551 | £288.00 | £240.00 |
| | Total payments for the month: | | £1,686.51 | |

- (b) To note monies received: -
- E CDC re: precept 1 of 2 - £9,000.00.
- NOTED.
- (c) To approve and sign the Annual Governance Statement 2020/21 – AGREED and signed by the Clerk and Chairman.
- (d) To approve and sign the Accounting Statements 2020/21 – AGREED and signed by the Chairman.

11/21/22 Administration

- (a) To carry out inspection of all PC-owned assets – the Clerk will create a new document for recording asset inspections and send it to Cllr Breen who will carry them out this time.

12/21/22 Planning

- (a) To receive planning application decisions and tree works: -
None.
- (b) To consider planning applications received:
It was NOTED that an amendment had been received for the planning application at Bivalis, 8 Church Lane. The amendment involves a change of description from an extension to an annexe. This was raised by the PC in its comments made at the last meeting.

13/21/22 Community Matters/General Maintenance

- (a) To consider annual play area inspections and take any necessary action – the Clerk will liaise with the handyman in order to rectify the matters raised. No major issues with the equipment had been identified.
- (b) Handyman – update: the notice board has been re-stained. Other jobs will be completed over the next two weeks.
- (c) To consider proposal to support '20's Plenty for Cambridgeshire' campaign – a presentation had been given by a representative of the campaign group at the Annual Parish Meeting. However, this had been beset with technical issues and could not be completed. Councillors were in favour of the idea of introducing a 20 miles per hour speed limit across the county (to replace 30mph limits), but thought that the cost of implementing it would be prohibitive. Enforcement might also prove difficult.

- (d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – none.

14/21/22 Date of Next Meeting & Matters for Future Consideration

Meetings for the ensuing year were agreed as follows: -

Tuesdays: 15th June, 20th July, 21st September, 19th October, 16th November, 21st December.

The meeting was closed at 9:31pm.

Signed: Approved and signed by the Chairman.

Dated: 15th June 2021

Statutory powers relating to this month's payments:

- (1-2) Local Government Act (LGA) 1972, s.112
- (3) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (4-6) LGA 1972, s.111
- (7) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (8-9) LGA 1972, s.142