

STETCHWORTH PARISH COUNCIL

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

Clerk: Mrs. Marilyn Strand Tel: 01638 781286

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MINUTES

Stetchworth Parish Council Full Council Meeting on

Tuesday 15th June 2021

held at The Ellesmere Centre (small hall)

Present: Cllrs Lily Whymer (Chair), Wayne Bell, 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.

15/21/22 To receive & approve apologies for absence.

Cllr Sarah Breen (work commitments).

16/21/22 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Cllr Saunders declared a non-pecuniary interest in item 24/21/22 (b) Planning Matters - Millfields Stables (work connection).

17/21/22 Open Forum for Public Participation

None.

18/21/22 To Approve the Minutes of the Meeting held on 18th May 2021

The minutes of the annual meeting held on 18th May were approved as a true record and signed by the Chairman.

19/21/22 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Village Green registration – signed by the Chairman at this meeting. The application will now be submitted to CCC.
- Sign and flag pole on village green – the flag pole has been delivered. The handyman will be asked to help erect the pole and the church sign (once this has been delivered) and move the dog bin at the same time. Cllr Whymer will put a temporary sign on the dog bin to let residents know where it is being moved to.
- Car park extension – the crushed stone had not been delivered due to an error on the provider's website. It was agreed not to re-order at present as the ground is quite hard.
- Amenity land in front of Stone Row – residents are still driving over this area to park in front of their properties. It was agreed to follow this up with ECDC and contact Sanctuary Housing directly.
- Footpath 19 – fallen tree: has now been cleared. The stile is usable but is leaning at an angle and this will be reported to Highways.
- The link to CCC Highway's fault reporting tool has been added to the PC's website.
- External Audit – the annual return and all supporting documents had been submitted to the external auditor on 24th May.
- Booking of Ellesmere for PC meetings – the small hall or Gredley Room have been booked for all PC meetings up to the end of the year.
- It was noted that footpaths 5 and 6 had now been cut.
- Double yellow lines at the bus stop – this matter had been raised by a resident before the meeting. It was agreed that yellow lines in this location would be unenforceable and would make life difficult for nearby residents wishing to park near their properties.
- Verges at the junction of the B1061 – these had been reported to Highways as they are extremely high making visibility difficult.
- The PC's website is not yet showing on Google or Bing searches however, it was agreed that this matter would resolve itself once the website receives more hits.
- It was agreed to write to Sanctuary Housing about parking at one of their properties on the corner of Tea Kettle Lane and Mill Lane. A resident who has recently moved in is parking a van on the junction resulting in very low visibility for vehicles exiting Mill Lane.

20/21/22 The Ellesmere Centre

(a)

Ellesmere Centre Report – Cllr Whymer reported the following: -

- The Centre is open in line with current government restrictions which had been extended to at least the 19th of July.

- A decision on whether the village show will go ahead on the 11th of July will be made at the Trustees' meeting tomorrow.

- (b) To consider request to have the white lines re-painted in the car park – Cllrs Sharp and Whymer declared a non-pecuniary interest in this item (both Trustees of the Centre). It was thought that the cost of line painting would be around £600 +VAT. Although the car park is the responsibility of the Trustees, it was AGREED to pay for the lining in lieu of the £500 grant usually given from s137 funding. Quotations will be obtained and considered at the next meeting.
- (c) To consider quotation for repainting of MUGA fencing - £1,675.00: the quotation was much higher than the one previously received from the PC's handyman and was not accepted. The handyman had quoted £650 plus materials and therefore the PC had been obliged to obtain comparative quotations. The handyman's quotation will now be accepted. However, the Cuprinol shed and fence paint required is not currently available and the job will be put on hold until it becomes available again.
- (d) To discuss marquee on recreation ground – it was AGREED to allow the marquee to stay up until September as it is a sturdy structure and there are no signs that damage is being done to the recreation ground.

It was agreed to ask the PC's grounds maintenance contractor to add the piece of land between the car park and Ley Road to the PC's contract so that it remains tidy.

21/21/22 District & County Councillors' Reports

County & District Cllr Alan Sharp reported the following: -

- The review of the Bus, Cycling & Walking Routes consultation had been delayed due to the change in administration following the recent elections. However, Parish and Town Councils will be consulted on the results of the review later this year.
- ECDC's Full Council and large committee meetings will be held at The Hive so that social distancing measures can be observed.
- Cllr Sharp had been appointed to the following CCC committees: Highways & Transport, Audit & Accounts, Children's Health and the Pension Fund.
- Local Highways Initiative – the deadline for applications for the 2022-23 fund is 2nd August this year. Stetchworth PC would like to apply to have a Moveable Vehicle Activated Sign (MVAS) for the parish.

22/21/22 Finance - to approve accounts for payment: it was proposed by Cllr Whymer and seconded by Cllr Bell

(a) that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – May 21	SO	£323.05	
(2)	Clerk's expenses May-Jun 21	101555	£40.27	
(3)	Opus Energy (street lighting) Apr 21	DD	£38.10	£36.29
(4)	RH Landscapes & Maintenance Services	101556	£120.00	£100.00
(5)	The Ellesmere Centre – meeting room hire	101557	£35.00	
(6)	K&M Lighting – maintenance contract	101558	£625.18	£520.98
(7)	JAF Graphics – church sign	101554	£487.00	£405.83
(8)	Hampshire Flag Co – flagpole/flag	101553	£418.67	£348.89
(9)	Wickes – crushed stone	101559	£101.49	CANCELLED
Total payments for the month:			£2,087.27	

It was also AGREED to pay Witham Oil & Paint £112.46 (£93.72 excl. VAT) for paint for handyman jobs – cheque no. 101560.

- (b) To note monies received: -
- HMRC VAT reclaim Q1 - £527.58
- NOTED.

23/21/22 Administration

- (a) Issues with PC laptop – the laptop is extremely slow to respond. It was agreed to leave it with the PC's IT support company for diagnosis of the problem whilst the Clerk is on annual leave.

24/21/22 Planning

- (a) To receive planning application decisions and tree works: -

- 21/00566/FUL 58 High Street – proposed rear extension including interior and exterior alterations. **Approved.**
- 21/00510/FUL Bivalis, 8 Church Lane – single-storey side extension to form annexe. **Approved.**

NOTED.

- (b) To consider planning applications received:
- 21/00510/FUL Bivalis, 8 Church Lane – single-storey side extension to form annexe. AMENDMENT: a change in the proposal to read: single-storey side extension to form annexe – for information only – NOTED.
 - 21/00693/VAR Millfields Stables, Mill Lane – variation of Condition 4 (Detailed Remediation Scheme) of previously approved 18/00774/FUL for demolition of barn and replacement with 3 detached dwellings and associated works – NOTED with no comments.

25/21/22 Community Matters/General Maintenance

- (a) Proposal to support '20's Plenty for Cambridgeshire' campaign (deferred from May meeting) – Councillors agree with this proposal in principle. However, it was agreed not to give the PC's official backing to the campaign because this could not be supported by the finances necessary to put signage and other street furniture in place to enforce the lower speed limit. The addition of further street furniture would also cause an issue for some pedestrians using wheeled or motorised buggies.
- (b) Handyman – the bus shelter and the piece of land between Coopers Close and Strollers Way need tidying. This should be done once per month and a reminder will be given. Most of the previously agreed jobs had been completed. However, there is currently a shortage of Cuprinol products meaning some work cannot be finished at present.
- (c) To consider request for donation from MAGPAS – it was agreed not to make a donation.
- (d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – erecting the flag pole and church sign. It was agreed that the existing Risk Assessment and Use of Stepladders Policy for handyman work would cover this.

26/21/22 Date of Next Meeting & Matters for Future Consideration

20th July.

Queen's Platinum Jubilee.

The meeting was closed at 8:50pm.

Signed: Approved and signed by the Chairman

Dated: 20th July 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) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (5) LGA 1972, s.111
- (6) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (7-9) LGA 1972, s.111