

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 30th March 2021

held online via online meeting platform Zoom

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.

Under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was held remotely using an online meeting platform. The meeting will be open to the public (including the press).

125/20/21 To receive & approve apologies for absence.

Sarah Breen (work commitments).

126/20/21 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

127/20/21 Open Forum for Public Participation

None.

128/20/21 To Approve the Minutes of the Meeting held on 2nd March 2021 (to be signed at a later date). The minutes of the meeting held on 2nd March were approved as a true record.

129/20/21 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Village Green registration – an application is in progress.
- Permission to erect sign and flag pole on village green – an enquiry has been sent to Cambridgeshire County Council and a reply is awaited.
- Website – the new website is now live and being updated. Councillors were asked to provide a profile photograph and photographs of scenes around the parish to upload.
- Crushed stone for car park – see item 130/20/21 (a) below.
- UK Power Networks – a new inventory of the PC's street lights has been sent but there has not yet been an adjustment to the PC's energy bills. The Clerk will follow this up.
- White Horse Stables – some of the high fencing had been taken down but work on this had appeared to stop. Cllr Sharp will follow this up with EDCD Planning Enforcement.
- The internal audit has been booked for 20th May.

130/20/21 The Ellesmere Centre

(a)

Ellesmere Centre Report – Cllr Whymer reported the following: -

- The Centre is still closed and staff are working towards re-opening once restrictions are lifted. Some groups and organisations had said they would continue to meet online, whilst other groups had closed during the pandemic. Staff will therefore be engaged in business development over the coming months.

Cllr Bell said that the car park extension would benefit from two more bags of crushed stone being laid and it was AGREED to purchase this at a cost of £100 +VAT.

131/20/21 District & County Councillors' Reports

District Cllr Alan Sharp reported the following: -

- Bus, Cycle & Walking Routes – maps of the proposals are being prepared for consultation with local councils.
- Ashfield building site – a delivery lorry had arrived on site at 1:15am causing considerable disturbance to people in the neighbouring properties. The police had been involved due to the threatening nature of one of the contractors when challenged. Cllr Sharp had reported this to Planning Enforcement as a breach of planning conditions by the developer.
- Eastern Approaches Webinar – Cllr Sharp had attended this meeting. Eastern Approaches is a pressure group trying to prevent the Oxford to Cambridge railway link.

132/20/21 Finance - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr France that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Feb 20	SO	£323.05	
(2)	Clerk's expenses Feb-Mar 21	101539	£50.62	
(3)	Opus Energy (street lighting) Jan 20	DD	£132.51	£126.20
Total payments for the month:			£506.18	

It was also AGREED to pay RH Landscapes & Maintenance Services' invoice for £120.00 (£100 exc. VAT)

(b) To note monies received: - none.

133/20/21 Administration

(a) Risk assessments on PC assets – Cllr Whymer had inspected the assets. Some issues with the inspection sheet were noted and will be resolved. Some minor works are needed and will be undertaken by the handyman.

(b) Risk assessments on PC assets procedure – it was agreed to update the inspection document so that previous comments could be seen by those carrying out the inspection. It was agreed to delay the next inspection until May and Cllr Sharp will carry this out.

(c) CAPALC Affiliation pack and Data Protection Officer scheme – it was AGREED to continue with membership of CAPALC and the Data Protection Officer scheme at a cost of £345.89.

(d) CAPALC Code of Conduct Training – cost £40.00 per member. Councillors will liaise with the Clerk to book onto the course.

(e) Annual Meeting and Annual Parish Meeting, Tuesday 18th May, Small Hall, Ellesmere Centre – it was AGREED that the meeting would take place in-person in the small hall at the Ellesmere Centre following all government guidelines on social distancing & capacity.

(f) Annual Parish Meeting agenda – AGREED. County Cllr Shuter will be invited to give a report. Cllr Whymer will liaise with Ellesmere Centre Trustees and give their report at the meeting.

134/20/21 Planning

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

- 20/01373/FUL Perrymans, 22 Ley Road – change of use from detached annexe to class 3 dwelling with minor alterations, new boundary wall, landscaping and associated access and hardstanding works. **Approved.**
- 20/07159/FUL 45 Strollers Way – first-floor side extension. **Approved.**
- Street Naming & Numbering – addition of property name at no. 7 Ashfield: Cloud House.

NOTED.

(b) To consider planning applications received:

21/00384/FUL Stetchworth Park Stud, Church Lane – detached stud manager's dwelling and associated double garage – NOTED with the following comments: -

- the proposed dwelling is outside the village development envelope;
- the large proportions of the dwelling mean it will be seen from the Devil's Dyke which is a Scheduled Monument, a Special Area of Conservation and a Site of Special Scientific Interest. The dwelling will therefore affect the public view from the Dyke;
- the dwelling will also be seen from the public footpath which runs parallel to the Dyke;
- the proportions of the dwelling appear to be far in excess of what is required for a stud manager's dwelling and all the plans state the dwelling to be a Dower House;
- loss of paddock land in possible contravention of Planning Policy 2015 EMP1 (Retention of Existing Employment Sites & Allocations) and EMP 6 (Development Affecting the Horse Racing Industry).

135/20/21 Community Matters/General Maintenance

(a) To consider request to erect marquee on the recreation ground – it was AGREED that the marquee could be erected on a temporary basis for a cycle event on 17th April and later for the plant sale and village show. It was further agreed that the marquee should be taken down between events due to concerns regarding damage to the grass and surrounding area, misuse and issues with the weather.

(b) Neighbourhood Watch Scheme – it was reported that there is no longer a scheme running in the parish. It was agreed to take down the two signs (one on the Green and one on Coopers Close) and Cllr Bell and Michael Whymer will do this.

- (c) Handyman – to consider quotation for maintenance jobs: £85.00 – it was AGREED to accept the quotation for painting the goal posts and bus shelter lintel. It was further agreed to obtain comparative quotations for painting the outside of the MUGA fencing to comply with the PC's Financial Regulations.
- (d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting. A risk assessment for taking down the Neighbourhood Watch signs will be sent to Cllr Bell and Mr Whymer.

136/20/21 Date of Next Meeting & Matters for Future Consideration

27th April (online). Annual Parish Meeting and Annual Meeting of the Parish Council 18th May (in person at the Ellesmere Centre).

Tidy of area around the car park extension.

The meeting was closed at 9:15pm.

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

Signed: Approved

Dated: 27th April 2021