

STETCHWORTH PARISH COUNCIL

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

Clerk: Mrs. Marilyn Strand Tel: 01638 781286

Email: clerk@stetchworth.org

AGENDA

Notice of Meeting to be held on Wednesday 13th November in the **Gredley Room, Ellesmere Centre** Stetchworth at 7:30pm. All members of the Council are hereby summoned to attend a meeting of Stetchworth Parish Council for the purpose of transacting the business as set out below. Members 7 Quorum 3.



THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

Mrs Marilyn Strand – Clerk to Stetchworth Parish Council
7th November 2019

65/19/20 To receive & approve apologies for absence.

66/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Councillors to declare any personal and/or pecuniary interest in any item on the agenda and to inform the Chairman if they wish to speak on the matter during the Public Forum.

67/19/20 Open Forum for Public Participation

An opportunity for parishioners to address Parish Councillors and for Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted.

68/19/20 The Ellesmere Centre

(a) Ellesmere Centre Report.

(b) Car park extension:

1. To consider quotations for drainage and parking spaces design.
2. Update on topographical and arboricultural surveys.

(c) Leylandii on northern boundary:

1. Update from meeting with Sanctuary Housing.
2. To consider quotation for chain-link fence.

69/19/20 To Approve the Minutes of the Meeting held on 9th October 2019.

70/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)

- (a)
- Village sign.
 - Speedwatch.

71/19/20 District & County Councillors' Reports

72/19/20 Finance - to approve accounts for payment:

(a)	Ref:	Payee/Item	Chq. no	Total	Exc. VAT
	(1)	Clerk's salary – Oct 19	SO	£300.00	
	(2)	Clerk's expenses	101449	£71.32	
	(3)	RH Landscapes	101450	£240.00	£200.00
	(4)	M. Whymer – churchyard grass	101451	£300.00	
	(5)	Ellesmere Centre	101452	£25.00	
	(6)	ECDG planning application – sign	101453	£66.00	
	(7)	Petty Cash top-up	101454	£31.85	
	(8)	Canalbs Ltd – auditor	101455	£118.57	
	(9)	TBM – IT support (emails)	101456	£28.20	£23.50
	(10)	Royal British Legion – wreath	101457	£20.00	
	(11)	Roger Evans (handyman)	101458	£30.00	
	(12)	SJ Geomatics – survey	101459	£390.00	£325.00
		Total payments for the month:		£1,620.94	

- (b) To note monies received: -
 - HMRC re: Q1-Q2 VAT reclaim - £447.66
- (c) Proposed Q2 accounts and bank reconciliation.
- (d) Budget proposal 2020-2021.

73/19/20 Administration

- (a) Street lighting energy changeover – to consider quotations for the supply of electricity.
- (b) To consider mid-year report from Independent Internal Auditor.
- (c) To consider hosted exchange email for the Clerk – cost £3.99 per month.
- (d) Bus services consultation – correspondence from Lucy Frazer QC MP and survey information.
- (e) To consider attendees to the CAPALC AGM, Wednesday 4th December, Somersham.
- (f) CAPALC motion to incorporate & invitation for motions for Member Councils.

74/19/20 Planning

- (a) To receive planning application decisions & tree works: -
 - 19/01197/FUL Ellesmere Centre, Ley Road – proposed additional external air source heat pump units. **Approved.**
 - 19/00914/FUL Ellesmere Centre, Ley Road – proposed car park extension. **Withdrawn.**
 - 19/00306/TPO Old Vicarage, 38 High Street – T1: Holm Oak – reducing main scaffold branches up to approx. 30% and balance shape of overall crown.
- (b) To consider planning applications received:
None.

75/19/20 Community Matters/General Maintenance

- (a) To consider quotations re: removal of street light on Ley Road.
- (b) Update on planning permission for St Peter's Church Sign.
- (c) Gravestones in the churchyard – update.
- (d) To consider request from Citizens Advice (Rural Cambs) for a donation.
- (e) Correspondence from resident re: condition of stiles on footpaths.
- (f) To consider repair and maintenance jobs to be undertaken by the handyman.
- (g) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

76/19/20 Date of Next Meeting & Matters for Future Consideration