

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 Tuesday 21st September 2021 at The Ellesmere Centre (small hall) 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)

MJStrand

Mrs Marilyn Strand – Clerk to Stetchworth Parish Council
16th September 2021

39/21/22 To receive & approve apologies for absence.

40/21/22 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.

41/21/22 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.

42/21/22 To Approve the Minutes of the Meeting held on 15th June 2021

43/21/22 Matters Arising including reports from the Clerk and Councillors (for information only)

- (a)
- Sign and flag pole on village green.
 - Footpath 16 – repairs to stile.
 - New hedgerow funding – Cllr Bell.
 - Update to PC laptop.
 - Cemetery works – removal of soil.
 - Receipt of handyman's public liability insurance certificate.
 - Ellesmere Centre car park white lining.

44/21/22 The Ellesmere Centre

(a) Ellesmere Centre Report.

(b) To consider quotation from Hamill Landscapes for various tree works on recreation ground - £1,000 +VAT.

45/21/22 District & County Councillors' Reports

46/21/22 Finance - to approve accounts for payment:

(a)	Ref:	Payee/Item	Chq. no	Total	Exc. VAT
	(1)	Clerk's salary – Jul 21	SO	£323.05	
	(2)	Clerk's salary – Aug 21	SO	£323.05	
	(3)	Opus Energy (street lighting) Jun 21	DD	£34.71	
	(4)	Opus Energy (street lighting) Jul 21	DD	£35.54	£33.05
	(5)	RH Landscapes & Maintenance Services PAID	101565	£432.00	£33.85
	(6)	The Ellesmere Centre – mtg room hire PAID	101566	£25.00	£360.00
	(7)	TBM – laptop diagnosis and upgrade PAID	101567	£172.80	
	(8)	RH Landscapes & Maintenance Services	101568	£288.00	£144.00
	(9)	Roger's Gardening Services	101569	£535.00	£240.00
	(10)	PKF Littlejohn – external audit	101570	£240.00	
	(11)	Clerk's expenses Jul-Sep 21	101571	£103.04	£200.00
	(12)	Royal British Legion – poppy wreath	101572	£18.50	
		Total payments for the month:		£2,530.69	

(b) To note monies received: -

- HMRC re: Q1 VAT - £565.00.

47/21/22 Administration

- (a) Asset inspections (Cllr Breen) and to consider new format for recording observations.
- (b) Completion of External Audit 2020/2021.
- (c) To consider financial contribution to the Clerk's attendance at the SLCC National Conference, 13th – 14th October. Total cost £385.00 +VAT, proposed contribution £128.00.
- (d) To consider financial contribution to the Clerk's SLCC membership - £65.00.
- € To adopt Model Code of Conduct 2020.

48/21/22 Planning

- (a) To receive planning application decisions and tree works: -
 - 21/01039/TPO 14 High Street – T14 Ash: completely remove due to damage being caused to property by falling branches and to plant a replacement tree away from the property.
- (b) To consider planning applications received:
 - PREAPP/00139/21 pre-application advice CONFIDENTIAL.

49/21/22 Community Matters/General Maintenance

- (a) Village Green Registration – cost of practising solicitor as signatory, £5.00.
- (b) Church Lane – condition of pavement and highway.
- (c) Local Highways Initiative – to consider application for Moveable Vehicle Activated Signs.
- (d) Restoration of names on War Memorial – to consider quotation from Hermitage Memorials for £1,585.00.
- (e) Correspondence from resident re: school bus stop at Hall Farm Cottages.
- (f) To approve letter to resident re: cutting back on hedge on route to school.
- (g) To consider event planning for HM the Queen's Platinum Jubilee 2022, and to consider monetary contribution to a community event.
- (h) Bus, Cycling & Walking Routes consultation update.
- (i) Handyman – update.
- (j) Community Champions – letter from Lucy Frazer QC MP.
- (k) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

50/21/22 Date of Next Meeting & Matters for Future Consideration