

# 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 21<sup>st</sup> July 2020 via **online Zoom meeting platform** 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

16<sup>th</sup> July 2020

Join Zoom Meeting

<https://us02web.zoom.us/j/85728595490?pwd=bjEwTFpveVNDQnNwUjM4MmWtNUWJhdz09>

Please contact the Clerk for the meeting ID and password if you would like to attend the meeting.

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 will be held remotely using an online meeting platform. The meeting will be open to the public (including the press).

| <b>26/20/21</b> | <b>To receive &amp; approve apologies for absence.</b>   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
|-----------------|--|---------|------------------|----------|-------|----------|-----|-------------------------|----|---------|--|-----|-------------------------------|--------|--------|--|-----|-------------------------|--------|--------|--|-----|-------------------------------|--------|---------|---------|-----|----------------------------|--------|---------|---------|-----|--------------------------------------|----|--------|--------|-----|--|--------|---------|---------|-----|-------------------------------------|--------|---------|---------|--|--------------------------------------|--|------------------|--|
| <b>27/20/21</b> | <b>To Receive Declarations of Pecuniary and non-Pecuniary Interest</b><br>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.  |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>28/20/21</b> | <b>Open Forum for Public Participation</b><br>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.  |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>29/20/21</b> | <b>To Approve the Minutes of the Meeting held on 23<sup>rd</sup> June 2020 (to be signed at a later date).</b>   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>30/20/21</b> | <b>Matters Arising including reports from the Clerk and Councillors (for information only)</b>   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (a)             | <ul style="list-style-type: none"><li>• Flag pole for village green.</li><li>• Village sign repair.</li><li>• Playground surface repairs.</li><li>• Church Lane surface repairs – Cllr Whymer.</li><li>• Handyman.</li><li>• Cherry tree on recreation ground.</li></ul>   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>31/20/21</b> | <b>The Ellesmere Centre</b>  |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (a)             | Ellesmere Centre Report.   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (b)             | To consider quotations for concreting triangle of ground and laying shed base near MUGA.   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (c)             | Car park extension. – to consider quotation from RH Landscapes to fell 2 x small cherry trees.   |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>32/20/21</b> | <b>District &amp; County Councillors' Reports</b>  |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| <b>33/20/21</b> | <b>Finance - to approve accounts for payment:</b>  |         |                  |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (a)             | <table border="1"><thead><tr><th>Ref:</th><th>Payee/Item</th><th>Chq. no</th><th>Total</th><th>Exc. VAT</th></tr></thead><tbody><tr><td>(1)</td><td>Clerk's salary – Jun 20</td><td>SO</td><td>£300.00</td><td></td></tr><tr><td>(2)</td><td>Clerk's salary - underpayment</td><td>101502</td><td>£14.56</td><td></td></tr><tr><td>(3)</td><td>Clerk's expenses Jun 20</td><td>101502</td><td>£50.62</td><td></td></tr><tr><td>(4)</td><td>RH Landscapes – grass cutting</td><td>101503</td><td>£240.00</td><td>£200.00</td></tr><tr><td>(5)</td><td>RH Landscapes – tree works</td><td>101504</td><td>£570.00</td><td>£475.00</td></tr><tr><td>(6)</td><td>Opus Energy (street lighting) Apr 20</td><td>DD</td><td>£94.94</td><td>£90.42</td></tr><tr><td>(7)</td><td>K &amp; M Lighting – street light contract</td><td>101505</td><td>£625.18</td><td>£520.98</td></tr><tr><td>(8)</td><td>Fenland Leisure – playground repair</td><td>101506</td><td>£466.39</td><td>£388.66</td></tr><tr><td></td><td><b>Total payments for the month:</b></td><td></td><td><b>£2,361.69</b></td><td></td></tr></tbody></table> | Ref:    | Payee/Item       | Chq. no  | Total | Exc. VAT | (1) | Clerk's salary – Jun 20 | SO | £300.00 |  | (2) | Clerk's salary - underpayment | 101502 | £14.56 |  | (3) | Clerk's expenses Jun 20 | 101502 | £50.62 |  | (4) | RH Landscapes – grass cutting | 101503 | £240.00 | £200.00 | (5) | RH Landscapes – tree works | 101504 | £570.00 | £475.00 | (6) | Opus Energy (street lighting) Apr 20 | DD | £94.94 | £90.42 | (7) | K & M Lighting – street light contract | 101505 | £625.18 | £520.98 | (8) | Fenland Leisure – playground repair | 101506 | £466.39 | £388.66 |  | <b>Total payments for the month:</b> |  | <b>£2,361.69</b> |  |
| Ref:            | Payee/Item   | Chq. no | Total            | Exc. VAT |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (1)             | Clerk's salary – Jun 20  | SO      | £300.00          |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (2)             | Clerk's salary - underpayment  | 101502  | £14.56           |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (3)             | Clerk's expenses Jun 20  | 101502  | £50.62           |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (4)             | RH Landscapes – grass cutting  | 101503  | £240.00          | £200.00  |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (5)             | RH Landscapes – tree works   | 101504  | £570.00          | £475.00  |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (6)             | Opus Energy (street lighting) Apr 20   | DD      | £94.94           | £90.42   |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (7)             | K & M Lighting – street light contract   | 101505  | £625.18          | £520.98  |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
| (8)             | Fenland Leisure – playground repair  | 101506  | £466.39          | £388.66  |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |
|                 | <b>Total payments for the month:</b>   |         | <b>£2,361.69</b> |          |       |          |     |                         |    |         |  |     |                               |        |        |  |     |                         |        |        |  |     |                               |        |         |         |     |                            |        |         |         |     |                                      |    |        |        |     |  |        |         |         |     |                                     |        |         |         |  |                                      |  |                  |  |

|                 |   |
|-----------------|---|
| (b)             | To note monies received: <ul style="list-style-type: none"> <li>• ECDC CiL contributions - £10,182.15 (not on June bank statement).</li> </ul>  |
| (c)             | Proposed Q1 accounts and bank reconciliation.   |
| <b>34/20/21</b> | <b>Administration</b>   |
| (a)             | Review of Standing Orders.  |
| (b)             | Clerk's SLCC membership fee - £60.00.   |
| <b>35/20/21</b> | <b>Planning</b>   |
| (a)             | <u>To receive planning application decisions and tree works:</u> - <ul style="list-style-type: none"> <li>• 20/00628/FUL Prospect Villa, 18 Tea Kettle Lane – following removal of flat roof playroom and glass lobby, construction of two-storey rear extension and single-storey rear extension to remaining. <b>Approved.</b></li> <li>• Street Naming &amp; Numbering – site south-west of Ashfield House, 20 High Street – the proposed name Ashfield has been adopted.</li> </ul> |
| (b)             | <u>To consider planning applications received:</u><br>None.   |
| <b>36/20/21</b> | <b>Community Matters/General Maintenance</b>  |
| (a)             | Covid-19 – volunteers & related matters.  |
| (b)             | Parking in Coopers Close (Sanctuary Housing) – Cllr Sharp.  |
| (c)             | Resident requests to use recreation ground.   |
| (d)             | To note adoption by West Suffolk Council of the Newmarket Neighbourhood Plan.   |
| (e)             | Handyman.   |
| (f)             | Correspondence from Extinction Rebellion (Cambridge) re: biodiversity measures.   |
| (g)             | Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.  |
| <b>37/20/21</b> | <b>Date of Next Meeting &amp; Matters for Future Consideration</b>  |