

STETCHWORTH PARISH COUNCIL

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

Clerk: Mrs. Marilyn Strand Tel: 07725 831858

Email: clerk@stetchworth.org

AGENDA

Notice of Meeting to be held on Tuesday 20th June 2023 at The Ellesmere Centre (Gredley Room) 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.

MJ Strand

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

Mrs Marilyn Strand – Clerk to Stetchworth Parish Council
15th June 2023

15/23/24 To receive & approve apologies for absence.

16/23/24 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.

17/23/24 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.

18/23/24 To Approve the Minutes of the Annual Meeting held on 16th May 2023

19/23/24 Matters Arising including reports from the Clerk and Councillors (for information only)

- (a)
 - Streetlights maintenance contract confirmed for 3 years.
 - Forsythia plants (Ellesmere Centre).
 - External Audit – Exemption confirmation.
 - Meeting room bookings confirmed to May 2024.
 - Chippings for footpaths.
 - Update on playground repairs.

20/23/24 The Ellesmere Centre

- (a) Ellesmere Centre Report.
- (b) To appoint PC representative to Ellesmere board of Trustees.
- (c) To consider request for use of recreation ground for Car Boot Sale on Sunday 2nd July.
- (d) Summer Show, Sunday 9th July – parking on the recreation ground.
- (e) To consider request to run a Sunday League football team on the recreation ground.
- (f) To consider donating old PC laptop to the Ellesmere Centre.

21/23/24 District & County Councillors' Reports

- To note annual District & County Council reports (written).
- To receive update on District & County matters (verbal).

22/23/24 Finance - to approve accounts for payment:

(a)	Ref: Payee/Item	Chq. no	Total	Exc. VAT
	(1) Staff costs – Jun 23	BACs	£365.82	
	(2) Clerk's expenses	BACs	£73.57	
	(3) Opus Energy (street lighting)	DD	£39.17	£37,30
	(4) The Ellesmere Centre – room hire (May)	BACs	£30.00	
	(5) RH Landscapes	BACs	£288.00	£240.00
	(6) ECDC – election expenses	BACs	£250.00	
	(7) TEEC – website & domain hosting	BACs	£216.00	£180.00
	(8) Safety Signs – no climbing	BACs	£17.98	£14.99
	(9) K&M Lighting – streetlights maint. contract	BACs	£243.43	£202.86
	(10) Defibrillator cabinet	BACs	£297.00	
	Total payments for the month:		£1,820.97	

(b) To note monies received: -

- HMRC re: VAT Q4 (2022-23) - £380.48

23/23/24 Staffing Matters & Administration

- (a) Clerk's resignation.
- (b) Councillor training:
[CAPLC Training Schedule](#)

24/23/24 Planning

- (a) To receive planning application decisions and tree works: -
 - 23/00469/FUL 24 High Street – removal of existing porches and erection of single-storey porch, canopy, garage door change/alteration and associated works. **Approved.**
- (b) To consider planning applications received:
 - 23/00406 44 Mill Lane – 3 air-conditioning units (retrospective).
[23/00406/FUL 44 Mill Lane Stetchworth](#)

25/23/24 Community Matters/General Maintenance

- (a) To consider quotation from RH Landscapes for removal of Laurel on Church Lane - £230.00 +VAT.
- (b) To consider additional streetlight for Church Lane.
- (c) To consider correspondence from residents re: parking issues on Strollers Way.
- (d) To consider correspondence from residents re: overgrown vegetation on public footpath.
- (e) To consider issue with cars cutting the corner at the staggered junction on the B1061.
- (f) Handyman – update.
- (g) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

26/23/24 Correspondence for Information

- (a) Matthew Hearne re: Trail running event, 12th August 2023.

27/23/24 Date of Next Meeting & Matters for Future Consideration