

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 23rd July 2019
in the Gredley Room Ellesmere Centre Stetchworth

Present: Cllrs Lily Whymer (Chair), Sarah Breen, John Puddick, Piers Saunders and Alan Sharp.

There were no members of the public present.

The meeting was opened at 7:30pm

28/19/20 To receive & approve apologies for absence.

Alastair France (work commitments); Wayne Bell (personal).

29/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

30/19/20 Open Forum for Public Participation

None.

31/19/20 The Ellesmere Centre

(a) Ellesmere Centre Report – Cllr Whymer reported the following: -

- The village show had been very good and a great success. Next year's show will be held on the 5th of July.
- Trustees are still hoping to get an air source heat pump to replace the Calor gas and need to apply for grants to do so.
- New Trustees are required due to several retirements.
- Electric car charging point – currently ascertaining whether the voltage into the Centre is adequate to support this.

(b) Car park extension: - validation of planning application – NOTED.

(c) 1. To consider advice from Cathy White, Senior Tree Officer, ECDC regarding the Leylandii on the north boundary of the car park – Cathy White said the Leylandii should be cut down. The stumps should also be ground out so that the soil can be re-used to plant a suitable hedgerow, hazel for example. A suitable fence would also be erected to prevent vehicles entering or exiting the car park through the gap left by the trees. As the tree trunks are over onto PC land, they are considered to be 'shared' trees. Taking out the Leylandii would allow the other nearby trees to grow into a better shape.

It was agreed to write to Sanctuary Housing to explain the tree officer's advice regarding the Leylandii. It was also agreed to ask one of the Ellesmere Centre Trustees to liaise further with the occupier of the neighbouring property.

Cathy White also advised on the trees close to the proposed car park extension: the tree nearest to where the proposed extension will end – a circle of soil should be left around the estimated position of the root system and the soil around the tree should remain at the same level it is now. Cllr Whymer will liaise with Mead Construction before work begins.

2. To consider quotations to reduce/remove Leylandii on north boundary of car park – it was AGREED to accept the quotation from RH Landscapes & Maintenance Services for £650 +VAT to remove the Leylandii and £300 +VAT to grind out the stumps. However, the work will have to be delayed until the necessary permissions have been gained from all parties.

32/19/20 To Approve the Minutes of the Meeting held on 18th June 2019.

The minutes of the meeting held on 18th June were approved as a true record and signed by the Chairman.

33/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)

- (a)
- Jubilee Court – repair of the road at the entrance: County Cllr Mathew Shuter had said that the resurfacing of this area is due to take place before the end of the summer this year. Temporary repairs had been undertaken in the meantime.
 - Reinstatement of fencing – ditch between Coopers Close & Strollers Way: The grass on one side of the fence is not being cut and this was reported to ECDC. Spencer Clark had responded to say that they may need to spray the grass to stop it growing as it is now a long way round for the

grass cutters to get to it.

- The Grasscrete driveway at no. 4 Coopers Close had been splayed slightly, contrary to the approved plans. However, this was not considered to be an issue which needed to be reported to ECDC Planning Enforcement as grass will grow over it in time.
- Speedwatch – waiting to hear back from the co-ordinator about a meeting with him and Speedwatch trained Parish Councillors.
- Vehicle parking on the pavement in the High Street – Cllr Whymer had spoken to the resident who said they hoped to be able to park the car on the driveway once they are fully settled in. It was agreed to keep an eye on the situation.
- Balfour Beatty – maintenance contract: this is now in place and they have repaired the street light on Tea Kettle Lane. A light on Mill Lane will be reported as its glass has become obscured and needs cleaning.

(b) Report from CAPALC's Share the Vision, Shape the Future conference, 28th June – NOTED.

34/19/20 District & County Councillors' Reports

District Cllr Alan Sharp reported the following: -

- MoD site in Ely – 88 homes on the site will be refurbished, and approximately 60 homes will be built on the adjacent piece of land with at least 30% affordable housing.
- Haddenham CLT – ECDC has borrowed £6.5m to build 53 homes on the site in Haddenham; at least 18 of these will be affordable. Prospective purchasers will have to prove a connection to the village.
- ECDC's Treasury Report showed no external borrowing over the last financial year. This is extremely good considering the services being delivered.
- The next Full Council meeting will be held in October.

County Cllr Mathew Shuter had reported that CCC is currently reviewing its verge cutting policy in relation to bio-diversity and the conservation of wildlife.

35/19/20 Finance - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr Breen that the following payments be made: -

| Ref: | Payee/Item | Chq. no | Total | Exc. VAT |
|--------------------------------------|---------------------------------------|---------|------------------|----------|
| (1) | Clerk's salary – Jul 19 | SO | £300.00 | |
| (2) | Balfour Beatty | 101431 | £662.40 | £552.00 |
| (3) | Clerk's expenses | 101432 | £55.12 | |
| (4) | Ellesmere Centre | 101433 | £25.00 | |
| (5) | RH Landscapes & Maintenance Services | 101434 | £240.00 | £200.00 |
| (6) | CAPALC – conference | 101435 | £50.00 | |
| (7) | Cheveley PC – conference contribution | 101436 | £25.00 | |
| (8) | TBM – set up Chairman's email | 101437 | £36.00 | £30.00 |
| Total payments for the month: | | | £1,393.52 | |

It was proposed to pay RH Landscapes and the Ellesmere Centre over the summer break so that their invoices are not outstanding until the next PC meeting in September, if the invoices are for the usual amounts and this was AGREED.

(b) Proposed Q1 accounts/bank reconciliation – NOTED.

36/19/20 Administration

- (a) To consider applications for the post of village handyman – three applications had been received. It was agreed to invite all three applicants for interview so that the work, hours and employment arrangements can be discussed. The successful candidate will have to have their own Public Liability insurance and be able to show they are properly trained for specific tasks, for instance weed spraying. Risk Assessments will also be necessary.
- (b) To review privacy policies in line with Data Protection regulations – reviewed and AGREED with no changes.
- (c) To appoint Independent Internal Auditor for 2019-20 – it was AGREED to appoint Jacquie Wilson of Canals for the year 2019-20.
- (d) To consider Clerk's attendance to SLCC Regional Roadshow, Wednesday 4th September, cost £30 – AGREED.

37/19/20 Planning

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

- 19/00497/VAR Ashfield House, 20 High Street – to vary condition 1 (approved drawings) of previously approved 18/01359/FUL for demolition and reconstruction of 20 High Street and construction of four new dwellings with associated gardens and parking. **Approved.**

NOTED.

- (b) To consider planning applications received:
- 19/00914/FUL Recycling Centre, Ellesmere Centre – proposed car park extension – NOTED.
 - Pre-application advice – CONFIDENTIAL. As there were no members of the public in attendance, this item did not have to be moved to the end of the meeting for discussion. The PC has comments to make about the pre-application and these will be submitted by the Clerk.
- (c) Newmarket Town Council – Newmarket Neighbourhood Plan Consultation – 17th June to 29th July 2019 - NOTED.

38/19/20 Community Matters/General Maintenance

- (a) To consider quotations for repairs to the village sign – it was proposed to accept the quotation from Glyn Mould for £1,680 and this was AGREED. The quotation was not the cheapest of the three considered however, it was agreed that, as Mr Mould had made the sign, he would be the best person to restore it to its original condition.
- (b) To consider quotation from Fenland Leisure for repair to blue car spring - £550.50 +VAT – the quotation was to replace the car spring and the cost was AGREED.
- (c) To consider request for donation from MAGPAS – it was agreed not to make a donation.
- (d) Combined Authority Local Transport Plan for Cambridgeshire & Peterborough – consultation: NOTED. Councillors agreed that the local public transport system does not provide an adequate service and that many people had written to Lucy Frazer MP about it. Ms Frazer is holding a public meeting in the Community Room, Park Road, Cheveley on Wednesday 21st August.
- (e) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – NONE.

39/19/20 Date of Next Meeting & Matters for Future Consideration

Wednesday 11th September.

Church sign on the green – Cllr Sharp.

The meeting was closed at 9.35pm.

Signed: Approved and signed by the Chairman

Dated: 11th September 2019

Statutory powers relating to this month's payments:

- (1) Local Government Act (LGA) 1972, s.112
- (2) Parish Councils Act 1957, s.3; Highways Act 1980, s.301.
- (3) LGA 1972, s.112
- (4) LGA 1972, s.111
- (5) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (6-8) LGA 1972, s.111