

# STETCHWORTH PARISH COUNCIL

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

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## MINUTES

Stetchworth Parish Council Full Council Meeting on

**Wednesday 9<sup>th</sup> October 2019**

in the Gredley Room Ellesmere Centre Stetchworth

**Present:** Cllrs Lily Whymer (Chair), Wayne Bell, John Puddick, Piers Saunders and Alan Sharp.

There were no members of the public present.

The meeting was opened at 7:35pm

**53/19/20 To receive & approve apologies for absence.**

Cllrs Sarah Breen (personal) and Alastair France (work commitments).

District Cllr Amy Starkey had also sent apologies for the meeting.

**54/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest**

Cllrs Sharp and Whymer declared a non-pecuniary interest in item 63/19/20 (c) – gravestones.

**55/19/20 Open Forum for Public Participation**

None.

**56/19/20 The Ellesmere Centre**

(a) Ellesmere Centre Report – nothing to report at present.

(b) Car park extension:

1. To consider quotations for topographical survey: it was proposed by Cllr Whymer and seconded by Cllr Bell to accept the quotation from SJ Geomatics for £325 +VAT – AGREED. It was also proposed to ask SJ Geomatics if they could provide drawings of the car parking spaces in both the existing car park extension and the proposed extension and this was AGREED up to a cost of £300.
2. To consider quotation for arboricultural survey: it was proposed by Cllr Whymer and seconded by Cllr Bell to accept the quotation from OMC Associates for £525 +VAT – AGREED. This survey will be undertaken after the topographical survey.
3. To consider quotation for drainage plans: no quotation had been received at the time of the meeting. Cllr Bell will investigate alternative sources.

Following correspondence received from ECDC, it was agreed to withdraw the PC's planning application pending the completion of the topographical and arboricultural surveys and drainage drawings. The application can be re-submitted free of charge within one year of the original application date.

(c) Leylandii on northern boundary: to consider proposal from Sanctuary Housing – the PC had offered to pay to have the trees taken down and the stumps ground out, and also to erect a strong chain-link fence to secure the boundary. Sanctuary Housing had asked that the PC also pay to have mature Cherry Laurel planted along the boundary in place of the trees. This proposal was rejected by Councillors on the grounds that there would be a considerable cost implication when purchasing the Laurel, and also that it was unlikely the Laurel would be maintained by either the tenant or Sanctuary Housing in future.

(d) To consider request from Newmarket Joggers for use of recreation ground for 10k race 2020 – AGREED. The race will take place on Sunday 28<sup>th</sup> June 2020.

**57/19/20 To Approve the Minutes of the Meeting held on 11<sup>th</sup> September 2019.**

The minutes of the meeting held on 11<sup>th</sup> September were approved as a true record and signed by the Chairman.

**58/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)**

- (a)
- Village sign – this has not yet been taken away for repairs as arranged and the Clerk will follow this up.
  - Blue car spring – this has been repaired satisfactorily.
  - Speedwatch – the team have not been able to carry this out as yet but hope to be able to do so in the next few weeks.
  - Jobs completed by 'handyman' – bus shelter clean and tidy, cut back of laurel around the

substation on Church Lane, notice board clean and repair. Repairs to the bench next to the notice board are in progress. It was agreed to ask Hamill Landscaping for a quotation to scrape back the mud from the path where the laurel had been removed, and leaf mould from Coopers Close, and dispose of it.

- The Independent Internal Auditor's mid-year visit has been booked for 24<sup>th</sup> October.
- Planning permission for close-board fencing – it had been confirmed by ECDC that the fencing would need planning permission. It was agreed to keep this item on the agenda and to keep bringing it to the attention of planning enforcement at ECDC.
- ECDC had cut the grass both sides of the chain-link fence in Coopers Close.
- Cllr Whymer had been unable to attend the Cambridgeshire ACRE AGM after all due to other commitments.
- It was suggested that the minutes show the PC's website address in future and this was agreed.

(b) Report from the Clerk from SLCC Regional Roadshow and SLCC Branch Meeting – NOTED.

(c) Report from the Parish Forum, 30<sup>th</sup> September: -

- District Cllr Amy Starkey is trying to organise Defib and CPR training through Newmarket TC.
- Grass cutting and electricity bills – it was discussed as to whether parishes could work together to get better deals.
- Wetherby Crossing – District Cllrs Sharp and Starkey both support keeping the crossing open. An Inquiry into the proposed closure of the crossing is due to be held in July 2020.
- Litter is a continuing problem in all parishes. Although ECDC is responsible for dealing with litter, they do not have the manpower to tackle the problem. If parishes organise volunteer litter picks, ECDC will arrange to pick up the black bags.
- Longer, faster trains are coming onto the local network in the near future. Longer term plans include a half-hourly service between Cambridge and Ipswich.
- The next Parish Forum will be held on 20<sup>th</sup> January 2020 in the Community Room, Cheveley.

#### 59/19/20 District & County Councillors' Reports

Cllr Sharp reported the following: -

- A bus review working group has been set up following the recent Local Transport Plan consultation.
- Around 50 members of Extinction Rebellion are expected to attend the next Full Council meeting to present a petition to ECDC on climate change. The meeting will also include motions on diversity and transgender issues.
- The external audit should be signed off by the end of November.

60/19/20 **Finance** - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr Bell that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Sep 19	SO	£300.00	
(2)	Clerk's expenses	101445	£69.97	
(3)	RH Landscapes	101446	£240.00	£200.00
(4)	Ellesmere Centre	101447	£25.00	
(5)	Fenland Leisure – blue car spring	101448	£660.60	£550.50
(6)	Roger Evans (handyman)		Invoice not received	
<b>Total payments for the month:</b>			<b>£1,295.57</b>	

(b) To note monies received: -

- ECDC re: precept 2<sup>nd</sup> instalment - £7,500

NOTED.

(c) Proposed Q2 accounts and bank reconciliation. – deferred to November meeting

(d) Budget proposal 2020-2021 – deferred to November meeting

#### 61/19/20 Administration

(a) Street lighting energy changeover: to consider quotations for the supply of electricity – some prices had been received but more were awaited for comparison purposes. It was reported that the cost to the PC is likely to be considerably higher than when the electricity was paid for through Cambridgeshire County Council.

(b) Model Financial Regulations: to agree and adopt updated regulations – AGREED and adopted.

(c) Website Accessibility Regulations – to consider upgrade of website and adoption of accessibility policy – AGREED and adopted. The Clerk will investigate free website builders with a view to upgrading the PC's website in the near future.

- (d) To consider attendees to the Local Councils Conference, Friday 8<sup>th</sup> November, Huntingdon – Cllr Whymer and the Clerk will attend.

**62/19/20 Planning**

- (a) To receive planning application decisions & tree works: -
- 19/00074/TCON The Dove House, 16 Church Lane – to comply with condition 2 (tree topping, lopping and felling) of Decision Notice N/69/376.
- NOTED.
- (b) To consider planning applications received:  
None.

**63/19/20 Community Matters/General Maintenance**

- (a) To consider quotation from Balfour Beatty re: removal of street light on Ley Road – the quotation from Balfour seemed high and it was therefore agreed to obtain a quotation from K & M Lighting Services.
- (b) Update on planning permission for St Peter's Church Sign – it was proposed that the sign should remain the property of the PC and that the PC would apply for planning permission – AGREED.
- (c) Gravestones in the churchyard – Cllr Whymer reported that following inspection, there are currently a number of gravestones which are unstable and which might need attention. Further information will be collated and brought to the next meeting and quotations will be obtained when this has been considered. It was agreed to set money aside in the budget for the maintenance of the churchyard now and in the future. The churchyard is 'closed' and is the responsibility of the PC.
- (d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – NONE.

**64/19/20 Date of Next Meeting & Matters for Future Consideration**

13<sup>th</sup> November.  
Handyman jobs.

The meeting was closed at 9:20pm.

Signed: Approved and signed by the Chairman

Dated: 13<sup>th</sup> November 2019

Statutory powers relating to this month's payments:

- (1-2) Local Government Act (LGA) 1972, s.112
- (3) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (4) LGA 1972, s.111
- (5) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214