

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

Wednesday 11th December 2019

in the Gredley Room Ellesmere Centre Stetchworth

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

Clerk: Mrs Marilyn Strand.

There were no members of the public present.

The meeting was opened at 7:35pm

77/19/20 To receive & approve apologies for absence.

Cllrs John Puddick & Sarah Breen (personal); Cllr Alastair France (work commitments).
District Cllr Amy Starkey had also sent her apologies for the meeting.

78/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

79/19/20 Open Forum for Public Participation

None.

80/19/20 To Approve the Minutes of the Meeting held on 13th November 2019.

The minutes of the meeting held on 13th November were approved as a true record and signed by the Chairman.

81/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)

- Street lighting energy contract – the contract has been confirmed. Payment will be made by monthly Direct Debit.
- Clerk's email – a hosted exchange email address is being set up and payment will be by monthly Direct Debit.
- Close board fencing at White Horse Stables – planning enforcement at ECDC had said that a planning application for this should be submitted by the end of the year.

82/19/20 The Ellesmere Centre

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

- The business owner who runs the dog grooming mobile unit in the car park had asked Trustees to consider allowing a permanent building to be added to the existing footprint of the Centre. The building would be funded by the business owner. No formal letter from the Trustees to the PC had been received on this matter although it was thought that the proposal might involve PC-owned land.
- JS Fitness had asked for more storage space however, it had been agreed that a container would not be possible due to lack of space on firm ground.
- One of the PC-owned lights on the MUGA has gone out and despite a bulb replacement, is still not working.
- Electric charging station – the supply is being checked to ensure it is sufficient.

(b) Car park extension:

1. To consider quotations for drainage and parking spaces design – this item was deferred to a future meeting pending further information on the arboricultural survey.
2. To note arboricultural survey – NOTED. It was agreed to go back to OMC Associates to discuss the possibility of felling the low-value trees.

Cllr Sharp joined the meeting at 8:30pm during this item.

(c) Leylandii on northern boundary:

1. To consider quotations for chain-link fence – it was AGREED to accept the quotation from Arbantia Fencing for £635 +VAT. The work is to be coordinated with the felling of the Leylandii and neighbouring residents will be informed as to when this work will take place.

83/19/20 District & County Councillors' Reports

District Cllr Alan Sharp reported the following: -

- County Cllr Mathew Shuter sent his apologies for the meeting.
- Jason Ablewhite had resigned as the Police & Crime Commissioner (PCC) for Cambridgeshire & Peterborough and Mr Ray Bisby has been appointed acting PCC. An election for the post will be held in May 2020.
- Bus services review – ECDC is hoping to take this out to consultation in February/March 2020. The results will be fed into the Combined Authority's business case which they are putting together in July.
- Rail services had got worse since changes had been implemented recently. Cllr Sharp is liaising with the providers on the issues.

84/19/20 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 – Nov 19	SO	£300.00	
(2)	Clerk's expenses	101460	£82.12	
(3)	Ellesmere Centre	101461	£25.00	
(4)	ICO – Data Protection Fee	DD	£40.00	
(5)	CCC – street lighting energy 2018-19	101462	£1,255.06	
(6)	OMC – arboricultural survey	101463	£594.00	£495.00
(7)	Rialtas – software support 2019-20	101464	£145.20	£121.00
Total payments for the month:			£2,441.38	

- (b) Budget proposal 2020-2021 – final draft - AGREED with minor amendments. It was also AGREED to raise the precept to £17,000. This will take into account a proposed £2,000 spend on LED street lighting which would save money on energy costs going forward.

85/19/20 Administration

- (a) Report from the CAPALC AGM, 4th December – Cllr Whymer reported the following: -
- Cllr Whymer had voted in favour of incorporation of CAPALC as agreed. There is still work to do, however, before incorporation can go ahead.
 - The CEO is still on long-term sick leave.
 - There is an ongoing tribunal claim by a member of staff.
 - A proposed increase of 4.9p per elector was tabled. This would mean an increase in Stetchworth PC's fees of £25.97 for the year.
 - A business review is currently being undertaken, funded by the Combined Authority. A members' survey will be carried out to ascertain the wants and needs of members with the aim of providing a better all-round service.
- (b) Risk assessments for volunteers – Mr Michael Whymer has been issued with a PC Risk Assessment and Lone Working Policy regarding voluntary maintenance work occasionally undertaken.
- (c) Risk assessment of PC assets – Cllr Saunders will carry out the assessments in January 2020. A new rota for 2020-2021 was circulated.
- (d) CCC consultation on draft Climate Change & Environment Strategy and Action Plan – NOTED. This will be discussed again at the January meeting.

86/19/20 Planning

- (a) To receive planning application decisions & tree works: -
- 19/00306/TPO The Old Vicarage, 38 High Street – T1: Holm Oak – reducing main scaffold branches by up to approx. 30% and balance shape of overall crown.
- NOTED.
- (b) To consider planning applications received:
- None.

87/19/20 Community Matters/General Maintenance

- (a) To consider quotations re: removal of street light on Ley Road – it was AGREED to accept the quotation from Balfour Beatty for £770.10 if this includes removing the power supply. A further quotation will be requested for consideration if this is not included within this cost.
- (b) Update on planning permission for St Peter's Church Sign – the planning application could not be validated by ECDC until further information is provided. This includes an Ordnance Survey map, further information on the sign itself and a Heritage Statement with regard to the village green.
- (c) Gravestones in the churchyard – to consider quotations for repairs – it was AGREED to accept a quotation from Mr Dan Mingay for £1,050.

- (d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – None.

88/19/20 Correspondence for Information

- (a) Stetchworth Estate Farms re: tree works – NOTED.
- (b) Peter Cresswell re: question to ECDC re: closure of waste and recycling centre, Depot Road, Newmarket – NOTED.

89/19/20 Date of Next Meeting & Matters for Future Consideration

Wednesday 15th January 2020.

The meeting was closed at 10pm.

Signed: Approved and signed by the Chairman

Dated: 15th January 2020

Statutory powers relating to this month's payments:

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