

STETCHWORTH PARISH COUNCIL

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MINUTES

Stetchworth Parish Council Full Council Meeting on

Tuesday 18th August 2020

held online via online meeting platform Zoom

Present: Cllrs Lily Whymer (Chair), Wayne Bell, Sarah Breen, Alastair France, John Puddick, Piers Saunders and Alan Sharp. Clerk: Mrs Marilyn Strand.

There were no members of the public present.

The meeting was opened at 7:30pm.

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).

38/20/21 To receive & approve apologies for absence.

None.

39/20/21 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

40/20/21 Open Forum for Public Participation

None.

41/20/21 To Approve the Minutes of the Meeting held on 21st July 2020 (to be signed at a later date).

The minutes of the meeting held on 21st July were approved as a true record. Due to the coronavirus pandemic, the original copy of the minutes will be signed at a later date.

42/20/21 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Flag pole for village green – the PC's planning application has been validated and a decision is awaited.
- Parish Newsletter – this will feature 'The Big Thank You' to all those who stepped up to help others during the coronavirus pandemic – Councillors, volunteers, the shop and post office and the village pub, who all went 'above and beyond' to help others and make themselves available to vulnerable residents.

Cllr Saunders joined the meeting at 7:35pm.

- Tree in front of Stone Row – the agent for the property is awaiting quotations from a tree surgeon.

43/20/21 The Ellesmere Centre

(a)

Ellesmere Centre Report. Cllr Whymer reported the following: -

- New lighting had been installed on the MUGA. The lighting is much brighter with less shadowing and feedback from users has been very positive.
- The Centre is gradually opening up with regulations on what can take place being constantly updated by the government.
- A recent electrical check has highlighted some work needed in this regard.

(b)

To consider quotations for concreting triangle of ground and laying shed base near MUGA – three quotations had been obtained. It was agreed to defer this matter for the time being due to uncertainty regarding use of the Centre due to the coronavirus pandemic.

44/20/21 District & County Councillors' Reports

District Cllr Alan Sharp reported the following: -

- Results from the Bus Services, Cycling and Walking Routes Survey are still awaited due to officers being diverted to work on Covid-19 services.
- Full Council had voted unanimously to ban the release of lanterns from all ECDC-owned land. Town and Parish Councils and other organisations will shortly be asked to do the same. County Cllr Mathew Shuter had said he would put the same motion forward at a future County Council meeting.
- ECDC's Equality, Diversity and Inclusion Policy is being updated.
- ECDC is considering a crematorium and woodland burial area on the site of Mepal Outdoor Centre.

45/20/21 Finance - to approve accounts for payment: It was proposed by Cllr Whymer and seconded by Cllr Bell that the following payments be made – AGREED:

(a)

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Jul 20	SO	£300.00	
(2)	Clerk's salary - underpayment	101508	£14.56	
(3)	Clerk's expenses Jul 20	101508	£40.27	
(4)	RH Landscapes – grass cutting	101509	£360.00	£300.00
(5)	Opus Energy (street lighting) Jun 20	DD	£88.89	
(6)	Cheveley PC – Clerk's SLCC membership	101510	£60.00	
	Total payments for the month:		£863.72	

Cheque no. 101511 to CCC for £186.37 had been written to replace cheque no. 101498 which had been stopped after being lost in the post.

(b)

To note monies received:

- HMRC VAT Q1 refund - £169.21

NOTED.

46/20/21 Administration

(a)

Risk assessment on PC assets – Cllr France had completed the asset checks. There are a few issues which need addressing. The bus shelter is in need of repair and this will be discussed at the September meeting. The metal litter bin on Jubilee Court is rusted through and needs replacing; this will be reported to ECDC. The grit bin on the High Street is in good condition but the grit is solid. This will be reported to Highways. Street light PC19 in Coopers Close is permanently on and this will be reported to the maintenance contractor.

Other areas of concern can be given to the handyman to rectify: -

- Bench on Jubilee Court – slat missing and other damage to the back of the bench (may need replacing next year).
- BMX bike track – timber treatment required before winter.

The next risk assessment is due to be carried out in October by Cllr Bell.

(b)

To consider attendees to CAPALC Planning Webinar (to be held remotely) – Cllr Saunders will attend Session 4 on Wednesday 14th October 2pm – 3pm, cost £30.00 – AGREED.

47/20/21 Planning

(a)

To receive planning application decisions and tree works: -
None.

(b)

To consider planning applications received:

- 20/00921/HEN 44 Mill Lane – construction of a single-storey rear extension which extends beyond the rear wall by 8m, has a maximum height of 4m and eaves height of 2.5m – NOTED with no comments.
- 20/00624/FUL War Memorial, Church Lane – to erect a 6m high Flag Pole at War Memorial on village green – NOTED with no comments.
- 19/01483/AND War Memorial, Church Lane – double-sided sign pointing towards the church. AMENDMENT: reduction to 1 metre in height following comments from Conservation Officer – none – NOTED with no comments.
- 20/00789/FUL Land adjacent to White Horse Stables, High Street – revised cladding to existing boundary fence with further boundary planting (part retrospective) – the PC will object to this application for the following reasons: -
 - Cladding the fence has completely altered the approach to the village making it like a dark tunnel to drive through. It has also caused the loss of a public view across the paddocks to the back of Mill Lane.
 - The height of the fence, now that it is clad, is causing significant problems for drivers at the crossroads from Dullingham. This is already a dangerous crossroads and visibility coming out of the junction from Dullingham is severely restricted by the cladding. The PC asks that Highways be consulted on this.
 - It is not clear from the plans how far the cladding is to be taken. There are also no details in the plans of the planting scheme mentioned.
 - There are a number of inaccuracies in the Heritage Statement which need clarifying.
 - When previous owners of the property erected a high cladded fence from the house down to the chalk pit no planning permission was sought and the Parish Council took no action, thinking that people are entitled to some privacy. However, the newly erected fence is not required for privacy and the owner has several other acres in which the dogs can roam freely if required.

The PC has asked District Cllr Alan Sharp to call in the application if necessary.

Residents who have also expressed concerns will be asked to send their comments to the Planning Officer.

48/20/21 Community Matters/General Maintenance

- (a) Covid-19 – volunteers & related matters – NALC and SLCC are strongly advising local councils to keep their meetings online. Meetings in person or hybrid meetings (where some attend in person and some via the internet) are being discouraged partly due to concerns that members of the public would not be able to attend.
- (b) Update on parking in Coopers Close (Sanctuary Housing) – Cllr Sharp is staying in contact with Sanctuary Housing however, they do not seem keen to take any action regarding this issue.
- (c) Resident requests to use recreation ground – a football team would like to use the recreation ground for practice on Saturday mornings. This was agreed as long as social distancing guidelines are adhered to. The changing facilities in the Centre are currently unavailable.
- (d) To consider purchase of foot-operated hand sanitiser unit – it was agreed not to go ahead with this due to potential issues with clogging up, refilling and vandalism.
- (e) Handyman – see item 46/20/21 (a) above.
- (f) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – none.

49/20/21 Date of Next Meeting & Matters for Future Consideration

22nd September on Zoom.

Concreting at Ellesmere.
LED lighting.

The meeting was closed at 8:39pm.

Signed: Approved.

Dated: 22nd September 2020.

Statutory powers relating to this month's payments:

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