

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 20th October 2020

held online via online meeting platform Zoom

Present: Cllrs Lily Whymer (Chair), Wayne Bell, Sarah Breen, 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.

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 was held remotely using an online meeting platform. The meeting will be open to the public (including the press).

62/20/21 To receive & approve apologies for absence.

Cllr Alastair France (personal).

63/20/21 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Cllr Whymer declared a pecuniary interest in item 69/20/21 (a) (5) – accounts for payment.

64/20/21 Open Forum for Public Participation

None.

65/20/21 To Approve the Minutes of the Meeting held on 22nd September (to be signed at a later date).

The minutes of the meeting held on 22nd September were approved as a true record. Due to the coronavirus pandemic, the original copy of the minutes will be signed at a later date.

66/20/21 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Tree in front of Stone Row – a report from the arboriculturalist is expected soon.
- Planning Seminar – Cllr Saunders had attended. The seminar had focussed on planning law regarding Conservation Areas, Listed Buildings (and the area surrounding them), Tree Preservation Orders and Highways and had been very useful.
- Street light information stickers – these are ready for collection. They had cost slightly more than expected as they had to be bigger to accommodate all the information in portrait format.
- Upgrade of street lights to LED – K&M Lighting Services have been asked to carry out this work as soon as possible.
- Bin on Jubilee Court – ECDC had tried to replace this but parked vehicles in the area had prevented them from getting close enough. Cllr Sharp will follow this up with ECDC's Head of Waste, James Kahn.
- A new planning application for fencing at White Horse Stables had been received just after the agenda for this meeting was published. The application looks very much the same as the previous one. The planning officer has granted an extension to the deadline for the PC's comments.

67/20/21 The Ellesmere Centre

(a)

Ellesmere Centre Report – Cllr Lily Whymer reported the following: -

- Cllr Whymer had reported back to the Trustees that the shed base and concreting of the triangle of ground near the MUGA had been put on hold due to uncertainty around the coronavirus pandemic. Re-surfacing the car park extension had also been put on hold for the same reason. Cllr Whymer will ask the Trustees if they would like the triangle of ground fenced off with temporary posts and tape to stop vehicles driving over it.
- The new MUGA lights need further adjustment as they are still not quite as expected.
- Users of the Centre are encouraged to use the NHS Track & Trace QR code to check in.

(b)

Update on concreting triangle of ground and laying shed base near MUGA – this project will be on hold for the foreseeable future.

68/20/21 District & County Councillors' Reports

District Cllr Sharp reported the following: -

- The Combined Authority for Cambridgeshire & Peterborough is to trial Demand Responsive Transport which might suit rural areas where there is no bus route. However, at present, there is no funding available to roll this out in East Cambridgeshire.
- Consultations are underway on ECDC's Equality & Diversity Policy and its Supplementary Planning Document covering 'climate change'.
- ECDC's response to the Government White Paper on 'Planning for the Future' will be considered at their Full Council meeting this week.
- ECDC is to consider ways to tackle inconsiderate parking in Ely city centre without burdening local taxpayers with parking charges.

69/20/21 Finance - to approve accounts for payment – it was proposed by Cllr Bell and seconded by Cllr Puddick that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Sep 20	SO	£300.00	
(2)	Clerk's salary – underpayment Sep & Oct	101516	£29.12	
(3)	Clerk's expenses Sep/Oct 20	101516	£50.62	
(4)	RH Landscapes – grass cutting	101517	£360.00	£300.00
(5)	M Whymer – grass cutting	101518	£300.00	
(6)	Opus Energy (street lighting) Jul 20	DD	£90.49	£86.18
(7)	Glyn Mould – village sign and post	101519	£1,940.00	
(8)	Roger Evans (handyman)	101520	£370.00	
(9)	Royal British Legion – wreath	101521	£20.00	
(10)	Community archive website	101522	£14.39	
(11)	Algar Signcraft – street light signs	101523	£132.00	£110.00
	Total payments for the month:		£3,474.62	

(b) To note monies received:

- ECDC precept 2 of 2 - £8,500.00

NOTED.

(c) Proposed Q2 accounts and bank reconciliation – NOTED.

70/20/21 Administration

(a) Proposal to adopt Balloon and Sky Lantern Release policy – AGREED.

(b) Asset inspections – these are in progress with Cllr Bell and any issues will be reported at the next meeting.

(c) Website Accessibility Regulations – to consider quotations for upgrade of PC website. It was proposed to accept the quotation from TEEC for £440.00 +VAT. However, further investigation needs to be made before proceeding and this item will, therefore, be considered again at the next meeting.

71/20/21 Planning

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

- 19/01483/AND War Memorial, Church Lane – double-sided sign pointing towards the church. Withdrawn.
- 20/00624/FUL War Memorial, Church Lane – to erect a 6m high Flag Pole at War Memorial on village green. Withdrawn.
- 20/00789/FUL Land adjacent to White Horse Stables, High Street – revised cladding to existing boundary fence with further boundary planting (part retrospective). Withdrawn.
- 20/01131/TCON 51 High Street – To comply with Condition 10 (Tree Topping, Lopping & Felling) of Decision Notice 97/00295/FUL.
- 20/01289/TCON 11 Tea Kettle Lane – to comply with Condition 4 (Tree Topping, Lopping & Felling) of Decision Notice 98/00549/RMA.

NOTED.

(b) To consider planning applications received:
None.

(c) Government White Paper – Planning for the Future (consultation) – the proposals set out in the Paper would have a far-reaching effect on the way that planning applications are determined in future, and on the PC's role in the planning process. As stated by District Cllr Sharp, above, ECDC will consider its response to the Paper at its meeting this week. Councillors can respond individually to the consultation if they wish to do so.

72/20/21 Community Matters/General Maintenance

- (a) Covid-19 – volunteers & related matters – it is unclear at present whether further restrictions will be imposed on Cambridgeshire. The situation will continue to be monitored.
- (b) Handyman:
- Quotation for bus shelter repairs - £35.00 to make safe or £100.00 to remove old bricks and cement over. It was AGREED to have the old bricks removed and the area levelled at a cost of £100.
 - Public Liability Insurance – a copy of the handyman's insurance for the ensuing year has been received.
- (c) Correspondence from Kevin Drane, Trees Officer, ECDC re: Tree Wardens – the PC does not currently have a Tree Warden. Details of the role will be forwarded to Cllr Bell for consideration and the matter will be discussed again at the next meeting.
- (d) Remembrance Day arrangements – it is the turn of St Peter's Church, Stetchworth to host Remembrance Day this year but there will be no parade due to restrictions regarding the coronavirus. A scaled-down Act of Remembrance is proposed to be held around the War Memorial on the village green and Councillors agreed to this. Cllr Whymer will lay a wreath on behalf of the PC. Any Councillor who is able to help steward the event should let Cllr Whymer know.
- (e) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – Remembrance Day: the PCC has carried out a risk assessment for this event.

73/20/21 Date of Next Meeting & Matters for Future Consideration

24th November.

Clerk's Appraisal – Cllrs Sharp and Whymer, Friday 30th October.

The meeting was closed at 8:45pm.

Signed: Approved.

Dated: 24th November 2020.

Statutory powers relating to this month's payments:

- (1-3) Local Government Act (LGA) 1972, s.112
- (4-5) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (6) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (7) LGA 1972, s.144
- (8) LGA 1972, s.111
- (9) LGA 1972, s.137
- (10) LGA 1972, s.142
- (11) Parish Councils Act 1957, s.3; Highways Act 1980, s.301