

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 July 2021

held at The Ellesmere Centre (small hall)

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 7:55pm following a discussion outside regarding item 32/21/22 (d).

27/21/22 To receive & approve apologies for absence.

None.

28/21/22 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Cllrs France, Sharp and Whymer declared non-pecuniary interests in item 37/21/22 (c) – Cemetery works (members of the Parochial Church Council).

29/21/22 Open Forum for Public Participation

None.

30/21/22 To Approve the Minutes of the Meeting held on 15th June 2021

The minutes of the meeting held on 15th June were approved as a true record and signed by the Chairman.

31/21/22 Matters Arising including reports from the Clerk and Councillors (for information only)

(a)

- Village Green registration – in progress. A copy of the Title Deed has been requested.
- Sign and flag pole on village green – Cllr Bell and the handyman will install the flag pole on Friday 6th August. On the same day, the handyman will move the dog bin from the Green to the end of Dovehouse Lane and erect the church sign. Cllrs Bell and Whymer will mark up where the church sign needs to be placed.
- Amenity land in front of Stone Row – some improvement has been noticed and the situation will continue to be monitored.
- Footpath 19 – fallen tree: response from CCC Highways – NOTED. It was agreed to follow up as to whether Highways or the landowners are going to mend the stile.
- Grounds maintenance contract – addition of piece of land between car park and Ley Road – NOTED. The PC's contractor will be asked to cut the area of grass on the far side of the Centre, being mindful of any ground nesting birds.
- Crushed stone – more may be ordered for the car park extension area when the ground softens.

32/21/22 The Ellesmere Centre

(a)

Ellesmere Centre Report – Cllr Whymer reported the following: -

- The village show had been a great success, raising around £3,000 for the Centre. There are a couple of other fundraising events planned for later in the year.
- Facemasks are still required in the corridors and shop.

(b)

To consider quotations to have the white lines re-painted in the car park – it had only been possible to obtain one quotation due to the specialist nature of the work. It was AGREED to accept the quotation from Camline Cambridge Ltd for £695.00 +VAT. The work will be carried out after the pathway at the front of the Centre has been resurfaced (this is being facilitated by staff at the Centre).

(c)

Cherry trees on QEII field – it was AGREED to have two Cherry trees trimmed as soon as possible, up to a cost of £500. A Crab Apple also needs to be trimmed back. The PC's grounds maintenance contractor will be asked to price the work which can go ahead over the summer if the total cost is £500 or under.

(d)

To consider applying for funding for new hedgerow behind tennis courts – Cllr Bell: the PC will match fund the application up to £200 – AGREED. Cllr Bell will make the application on behalf of the PC.

33/21/22 District & County Councillors' Reports

District & County Cllr Alan Sharp reported the following: -

- The Highways & Transport Committee had been given a presentation on the East West Rail link from Oxford to Cambridge. A formal consultation will be held in the near future. The route of the railway link may have an effect locally as the proposal takes the line around the west of Cambridge and then south of Cambridge on its way to Oxford.
- Local Highways Initiative – the deadline for this year's applications is 22nd September. The PC would like to consider installing Moveable Vehicle Activated Signs in the parish to combat speeding issues.
- CCC has a deficit of around £12m in its budget for special educational needs across the County.
- Both CCC and ECDC full council meetings had been held at Littleport Leisure Centre to facilitate social distancing.
- The Boundary Commission is conducting a review of constituency boundaries which will be finalised in 2023.

Cllr France asked if Cllr Sharp knew what work might be carried out on the Dullingham level crossing following the C3R Consultation. Cllr Sharp will check to see if the work had been approved and report back to a future meeting.

34/21/22 Finance - to approve accounts for payment: it was proposed by Cllr Whymer and seconded by Cllr Saunders that the following payments be made: -

(a)

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Jun 21	SO	£323.05	
(2)	Clerk's expenses Jun-Jul 21	101561	£66.82	
(3)	Opus Energy (street lighting) May 21	DD	£37.57	£35.78
(4)	RH Landscapes & Maintenance Services	101562	£240.00	£200.00
(5)	The Ellesmere Centre – meeting room hire	101563	£25.00	
(6)	Petty Cash top-up	101564	£29.72	
	Total payments for the month:		£722.16	

(b) Proposed Q1 accounts and bank reconciliation – noted and AGREED.

35/21/22 Administration

(a) To consider recommendation from TBM re: issues with PC laptop, cost £140 +VAT (£39 software + 1.5 hours support) – this was AGREED on the condition that the RAM memory can also be upgraded from 4GB to 8GB (estimated to cost approximately £40 +VAT). If this is not possible, Councillors will consider purchasing a new laptop.

(b) Asset inspections – Cllr Breen: this item was deferred to September.

36/21/22 Planning

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

- 21/00693/VAR Millfields Stables, Mill Lane – variation of Condition 4 (Detailed Remediation Scheme) of previously approved 18/00774/FUL for demolition of barn and replacement with 3 detached dwellings and associated works. **Approved.**
- Street Naming & Numbering – confirmation of Perrymans, 22 Ley Road and The Granary, 24 Ley Road (formerly The Annexe, 22 Ley Road).
- Notification from Planning Enforcement re: White Horse Stables.

NOTED.

(b) To consider planning applications received:
None.

37/21/22 Community Matters/General Maintenance

(a) Parking in the High Street – the manager of the nursery school had contacted Cllr Whymer to see if there is anything the Parish Council can do about parking on the High Street. Councillors agreed that there are no easy solutions to the problem which is exacerbated around pick up and drop times. Nursery staff have been reminded that they can park at the Ellesmere Centre and the manager had said that parents/carers are often reminded to park considerately.

(b) Restoration of names on War Memorial – it was agreed to obtain a quotation from Hermitage Memorials and to try to have the work done before Remembrance Sunday.

(c) Cemetery works – more burial space is needed in the cemetery. It was agreed to facilitate removal of spoil which has been deposited over the years as this would provide more burial plots. As the cemetery is the responsibility of the Parochial Church Council, Councillors questioned whether they had the power to contribute to the cost of these works. The Clerk advised that the PC has the power to maintain cemeteries

within its area and that this may not be dependent on whether the PC owns the cemetery. The Clerk will check this and report back to the next meeting.

- (d) To consider event planning for HM the Queen's Platinum Jubilee, 2022: June 2022: Cllr Whymer will raise this with the Trustees of the Ellesmere Centre at their next meeting to see if the PC can give a monetary contribution to a community event. Councillors will discuss this again at the September meeting.
- (e) Handyman – update: all jobs have been completed except for cleaning the flashing speed sign on Tea Kettle Lane. This should be done towards the end of this month. As reported above under Matters Arising, the handyman will erect the church sign and flagpole, and move the dog waste bin, on Friday 6th August.
- (f) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting. The Clerk will send Cllr Bell a copy of the PC's Risk Assessment for general maintenance in relation to erecting the flag pole.

38/21/22 Date of Next Meeting & Matters for Future Consideration
21st September.

Church Lane – condition of the pavement and road.

The meeting was closed at 9:45pm.

Signed: Approved and signed by the Chairman

Dated: 21st September 2021

Statutory powers relating to this month's payments:

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