

**STETCHWORTH PARISH COUNCIL**  
c/o 59 West Street, Isleham, Ely, Cambs. CB7 5SD  
Clerk: Mrs. Marilyn Strand Tel: 01638 781286  
Email: clerk@stetchworth.org

**MINUTES**

Stetchworth Parish Council Full Council Meeting on  
**Tuesday 19<sup>th</sup> October 2021**  
held at The Ellesmere Centre (Gredley Room)

**Present:** Cllrs Lily Whymer (Chair), 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.

- 51/21/22 To receive & approve apologies for absence.**  
Cllr Wayne Bell (personal) and Cllr Alastair France (work commitments).
- 52/21/22 To Receive Declarations of Pecuniary and non-Pecuniary Interest**  
None.
- 53/21/22 Open Forum for Public Participation**  
None.
- 54/21/22 To Approve the Minutes of the Meeting held on 21<sup>st</sup> September 2021**  
The minutes of the meeting held on 21<sup>st</sup> September were approved as a true record and signed by the Chairman.
- 55/21/22 Matters Arising including reports from the Clerk and Councillors (for information only)**  
(a)
- Sign and flag pole on village green – the sign has been erected and the flag pole base has been cemented in. It should be possible to have the Union Flag flying in time for Remembrance Sunday.
  - Cemetery works: removal of soil – Cllr Whymer had contacted a contractor to obtain a quotation and this is awaited.
  - Ellesmere Centre car park white lining – this can now go ahead as the tarmacking of the footpath has been completed. The quotation had been raised by £65.00 to include hatching of one car park space (near the entrance) and markings for a pedestrian walkway.
  - Tree works on recreation ground – this work had not yet been scheduled by RH Landscapes and the Clerk will follow this up. RH Landscapes are also due to look at the tree on the village green to check for further damage after branches were knocked off by a passing lorry.
  - Village Green registration – the application had now been approved by CCC and the register will be updated later this year.
  - Condition of Church Lane pavement and highway – no action had been taken to rectify any of the pot holes reported. Cllr Sharp will look into it and report back to the next meeting. Cllr Whymer will ask ECDC to sweep the road before Remembrance Sunday to clear some of the leaves.
  - Local Highways Initiative – an application had been submitted for a Moveable Vehicle Activated Sign for the parish.
  - Restoration of War Memorial – this had been completed and the Memorial looks wonderful.
  - Community Champions – a nomination had been submitted for the Ellesmere Centre shop staff but no acknowledgement had been received.
- 56/21/22 The Ellesmere Centre**  
(a) Ellesmere Centre Report – Cllr Whymer reported the following: -
- The Trust's AGM will be held on Wednesday 3<sup>rd</sup> November at 7pm.
  - The Centre is busy again with lots of bookings coming back following the pandemic.
  - The path at the front of the Centre has been re-surfaced and looks good. The white lining of the car park can now take place.
  - Damage had been done to the wire fencing around the MUGA and the PC's handyman will be asked to advise on how best to repair it. It was also suggested that the fencing near to the football goals be strengthened because it is bowed where balls are kicked against it.

Cllr Sharp joined the meeting at 7:49pm and apologised for being late due to another meeting overrunning.

## 57/21/22 District & County Councillors' Reports

District & County Cllr Alan Sharp reported the following: -

- CCC has set up a Highways Improvement Board. The Board has a representative from each of the county districts on it and Cllr Sharp is representing East Cambridgeshire. The Board's remit is to improve the service on rectifying highways issues such as gulley cleaning, flooding and pot holes.
- CCC's Children & Young People Committee had met today to set its budget for the coming year. There is currently a funding gap of around £19m.
- The Police & Crime Commissioner is drafting a Policing and Crime Plan which is due to be ready by the end of March 2022. There are five objectives in the plan which parishes will be able to comment on. These are Community Policing, Crime Prevention, Supporting Witnesses, Ethical Policy and Robust Enforcement.
- ECDC will hold its Full Council meeting later this week. The agenda includes a presentation on speeding and parking issues.

58/21/22 **Finance** - to approve accounts for payment: it was proposed by Cllr Whymer and seconded by Cllr Breen that the following payments be made – AGREED.

(a)

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	CAPALC conference, Cllr Whymer PAID.	101573	£75.00	
(2)	Clerk's salary – Sep 21	SO	£323.05	
(3)	Clerk's expenses – Sep/Oct 21	101574	£47.92	
(4)	Opus Energy (street lighting) Aug 21	DD	£35.66	£33.97
(5)	RH Landscapes & Maintenance Services	101575	£288.00	£240.00
(6)	The Ellesmere Centre	101576	£25.00	
(7)	Canalbs – internal audit	101577	£91.00	
(8)	Witham Oil & Paint – paint for MUGA	101578	£93.53	£77.94
(9)	Hermitage Memorials	101579	£1,595.00	
(10)	Cheveley PC – clerk's training contribution	101581	£128.00	
(11)	Cheveley PC – clerk's SLCC membership	101581	£65.00	
<b>Total payments for the month:</b>			<b>£2,767.16</b>	

It was also agreed to pay the handyman £363.14 – cheque number 101582.  
Cheque no. 101580 void due to writing error.

(b) To note monies received: -

- ECDC 2<sup>nd</sup> precept payment for 2021-22 - £9,000.00.

NOTED.

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

(d) To consider draft budget for 2022-2023 – discussed and deferred to the next meeting.

## 59/21/22 Administration

(a) Asset inspections – Cllr Breen had carried out the inspections; no issues had been raised. Cllr Sharp will carry out the next inspections before the December meeting.

Hedge cutting on Mill Lane – complaints had been made about the mess left behind after the hedge had been cut. It had transpired that there is no obligation on the land owner to take away the cuttings if they have been cut down to a certain size and pushed into the gutter. However, this means that the area not only looks terrible after a cut but it is also uncomfortable for pedestrians as the chippings contain thorns from the brambles.

(b) To consider internal auditor report for year ended 31<sup>st</sup> March 2021 – NOTED.

(c) To consider attendees to ECDC Parish Councils' Conference, Tuesday 2<sup>nd</sup> November, The Maltings, Ely – Cllr Whymer and the Clerk will attend.

## 60/21/22 Planning

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

- Street Naming & Numbering: addition of property name – Cloud House, no. 7 Ashfield.

NOTED.

(b) To consider planning applications received: - none.

## 61/21/22 Community Matters/General Maintenance

(a) Handyman – update: work has started on re-painting the boarding around the outside of the MUGA.

- (b) Newmarket Joggers Annual Road Race, 3<sup>rd</sup> July 2022 – Councillors agreed to grant permission for the main race to start and finish on the recreation ground and for the children’s fun run to take place on the grounds as well. It was thought that parking might be an issue because they would not be able to use a local stud as in previous years. It was agreed that they could park on the field but a risk assessment would be required.

A request had been received from a resident wishing to place street number stickers on a nearby street light so as to highlight where their house is situated. Councillors agreed that this might cause confusion with the street light number and, looking at the property, felt that numbered stickers could be placed at the end of the drive instead.

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

**62/21/22 Date of Next Meeting & Matters for Future Consideration**  
16<sup>th</sup> November.

The meeting was closed at 8:50pm.

Signed: Approved and signed by the Chairman

Dated: 16<sup>th</sup> November 2021

Statutory powers relating to this month’s payments:

- (1) Local Government Act (LGA) 1972, s.111
- (2-3) LGA 1972, s.112
- (4) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (5) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (6-8) LGA 1972, s.111
- (9) War Memorials (Local Authorities’ Powers) Act 1923, s.1
- (10-11) Local Government Act (LGA) 1972, s.111