

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 21st June 2022, 7:30pm

held at the Ellesmere Centre (Gredley Room)

Present: Cllrs Lily Whymer (Chair), 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.

- 15/22/23 To receive & approve apologies for absence.**
Cllr Wayne Bell (work commitments).
- 16/22/23 To Receive Declarations of Pecuniary and non-Pecuniary Interest**
None.
- 17/22/23 Open Forum for Public Participation**
None.
- 18/22/23 To Approve the Minutes of the Annual Meeting held on 17th May 2022**
The minutes of the annual meeting held on 17th May were approved as a true record and signed by the Chairman.
- 19/22/23 Matters Arising including reports from the Clerk and Councillors (for information only)**
(a)
- Removal of soil in cemetery – this has now been completed and the contractor has done a good job. They will come back to re-seed the area within the next two weeks.
 - Football training on the recreation ground is underway and there have been no issues raised.
 - The AGAR for 2021-2022 has been submitted to the external auditor.
 - Repair of MUGA wire fencing – this has been completed by Cambridge Courts who have done a good job. The handyman has started painting the wooden fencing and this should be completed soon.
 - Encashment facility, Nat West – this has now been completed by Unity Trust Bank and the PC should now be able to cash cheques for Petty Cash.
 - Poppy Appeal 2022 – nothing had been received from Lucy Acred (British Legion Poppy Appeal) for the newsletter so this will now into the September edition. However, Cllr Whymer did put a small piece in this month's newsletter to say that volunteers are needed.
- 20/22/23 The Ellesmere Centre**
(a) Ellesmere Centre Report – Cllr Whymer reported the following: -
- The Jubilee celebrations had all gone well, although the Sunday afternoon entertainment had to be held in the small hall due to inclement weather. Expenses for the events had all come within the budget set. Cllr Whymer said congratulations were due to all those involved in organising and running the events.
 - A grant for a new kitchen off the main hall had been applied for.
- 21/22/23 District & County Councillors' Reports**
District & County Cllr Alan Sharp reported the following: -
- There had sadly been another fatality on the A1303 where work is due to be carried out to improve the junction. Cllr Sharp is trying to find out when the work, which has been delayed, will take place.
 - The Greater Cambridge Partnership is consulting on road classifications in Cambridge city centre. The consultation is available on their website and will run until August.
 - The results of the consultation on changes to the Newmarket Road access into Cambridge have not yet been published.
 - The Combined Authority is consulting on its Local Transport and Connectivity Plan. The consultation is on their website and runs until August.

- Refuse collections – there have been issues in some areas with collections due to staff shortages and faulty equipment. However, these issues have now been largely resolved.

Cllr Sharp also said that Mr Mike Rowse had sadly passed away at the age of 82. Mr Rowse had been a District Cllr for 52 years and will be sorely missed.

22/22/23 Finance - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr France that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Jun 22	SO	£335.18	
(2)	Clerk's expenses	BACs	£50.62	
(3)	Opus Energy (street lighting)	DD	£37.47	£35.69
(4)	The Ellesmere Centre – room hire (May)	BACs	£25.00	
(5)	The Ellesmere Centre – small hall Jubilee	BACs	£90.00	
(6)	The Ellesmere Centre – printing Jubilee	BACs	£46.20	
(7)	Wayne Goodman – magician Jubilee	BACs	£250.00	
(8)	SM Wilson – afternoon tea Jubilee	BACs	£111.44	
(9)	RH Landscapes – May 22	BACs	£432.00	£360.00
(10)	Cambridge Courts – MUGA fencing	BACs	£1,626.00	£1,355.00
(11)	K&M Lighting – maintenance contract	BACs	£625.18	£520.98
(12)	TBM – domain name renewal	BACs	£33.60	£28.00
(13)	TEEC – website hosting renewal	BACs	£144.00	£120.00
Total payments for the month:			£3,806.69	

Cheque number 300001 for petty cash was signed (approved at the meeting held on 17th May).

(b) To note monies received: - none.

23/22/23 Administration

(a) To carry out inspection of all PC-owned assets – Cllr Whymer had completed the inspections and submitted her report to the Clerk. No major issues had been reported. However, several trees in the parish are overhanging lights and road signs and these will be dealt with or reported to landowners.

The handyman will be asked to carry out minor repairs and RH Landscapes & Maintenance Services will be asked to tidy overgrown trees and vegetation at the Ellesmere entrance and in the car park extension. They will also be asked to cut the top left-hand corner of the recreation ground as this appears to have been left for some time.

A note will be put into the next newsletter reminding residents of their responsibility to cut back trees and shrubs which encroach onto public footpaths, pavements or street furniture.

(b) To appoint Independent Internal Auditor for financial year 2022-2023 – AGREED to appoint Canalbs Ltd.

24/22/23 Planning

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

- 22/00547/TCON 2 The Beeches, High Street – to comply with Condition 6 (Tree Topping, Lopping and Felling) of Decision Notice N/72/676. **Approved.**

NOTED.

(b) To consider planning applications received:

- 22/00640/FUL July Lodge, London Road, Newmarket – proposed single-storey car garage for private use – NOTED with no comments.
- 22/00643/TPO 16 High Street – T1: Ash – fell. Reason – this tree has caused major damage to driveway and driveway has lifted approx. 12ft in length and close to garage – NOTED with no comments.

25/22/23 Community Matters/General Maintenance

(a) Re-wilding of area at front of Ellesmere Centre – deferred from 17th May meeting: it was AGREED not to re-wild the area at the front but to leave an area behind the MUGA wild instead.

(b) Fencing between neighbouring property and recreation ground – Sanctuary Housing will have this repaired as soon as possible.

(c) Handyman – update: various jobs had been identified from the asset inspection and playground inspection reports and these will be passed onto the handyman. The entrance to the Ellesmere Centre also needs to be tidied.

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

26/22/23 Correspondence for Information.

- (a) Lucy Frazer QC MP re: thank you for supporting the community during the Covid-19 pandemic – NOTED. The letter had also contained an invitation to visit Parliament and the Clerk will respond to say that Councillors would like to arrange a visit.

It was noted that the Ellesmere Centre shop and post office staff had been invited to the first ever Cambridgeshire County Day which is due to take place at the racecourse on 23rd June. The event will be attended by the Lord-Lieutenant of Cambridgeshire.

27/22/23 Date of Next Meeting & Matters for Future Consideration
19th July.

The meeting was closed at 8:26pm.

Signed: Approved and signed by the Chairman

Dated: 19th July 2022

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) LGA 1972, s.111
- (5-8) LGA 1972, s.145(1)(a)
- (9-10) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214
- (11) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (12-13) LGA 1972, s.111