

STETCHWORTH PARISH COUNCIL
c/o The Ellesmere Centre, Ley Road, Stetchworth, CB8 9TS
Clerk: Mrs. Marilyn Strand Tel: 07725 831858
Email: clerk@stetchworth.org

MINUTES

Stetchworth Parish Council Full Council Meeting on
Tuesday 20th June 2023, 7:30pm
held at the Ellesmere Centre (Gredley Room)

Present: Cllrs Wayne Bell (Chairman), Sarah Breen, Piers Saunders (Vice-Chair), and Alan Sharp.
Clerk: Mrs Marilyn Strand.

There were no members of the public present.
The meeting was opened at 7:30pm.

- 15/23/24 To receive & approve apologies for absence.**
Cllrs Alastair France, Limara Kempton and John Puddick (other commitments).
- 16/23/24 To Receive Declarations of Pecuniary and non-Pecuniary Interest**
None.
- 17/23/24 Open Forum for Public Participation**
None.
- 18/23/24 To Approve the Minutes of the Annual Meeting held on 16th May 2023**
The minutes of the Annual Meeting held on 16th May were approved as a true record and signed by the Chairman.
- 19/23/24 Matters Arising including reports from the Clerk and Councillors (for information only)**
- (a)
- Streetlights maintenance contract confirmed for 3 years – NOTED.
 - Forsythia plants (Ellesmere Centre) – these have been planted. The PC needs to consider tidying the front of the Centre once the bird nesting season is over.
 - External Audit – Exemption confirmation – NOTED.
 - Meeting room bookings confirmed to May 2024 – NOTED.
 - Chippings for footpaths – RH Landscapes & Maintenance Services will drop chippings over for a small charge. Mr Michael Whymer has offered to spread them on the footpaths.
 - Update on playground repairs – the handyman is carrying out minor repairs and quotations are awaited for specialist work.
 - Bank signatories – Lily Whymer will be removed from the PC's Unity Trust bank accounts.
- 20/23/24 The Ellesmere Centre**
- (a) Ellesmere Centre Report – Alan Sharp reported the following: -
- The Post Office is still closed due to staff illness and this is having a knock-on effect on the shop.
- (b) To appoint PC representative to Ellesmere board of Trustees – Cllr Sharp is a Trustee and will report back to the PC from Trustees' meetings.
- (c) To consider request for use of recreation ground for Car Boot Sale on Sunday 2nd July – AGREED. If it is raining on the day then parking on the recreation ground should be limited to car booters.
- (d) Summer Show, Sunday 9th July – parking on the recreation ground. It was AGREED to allow this unless the ground is very wet. A cut of the grass shortly before the Show has been arranged.
- (e) To consider request to run a Sunday League football team on the recreation ground – AGREED. The group will have to mark out the pitch. More frequent grass cutting of the pitch area may be necessary.
- (f) To consider donating old PC laptop to the Ellesmere Centre – AGREED. If the Ellesmere Centre does not want it then it can be offered to a local school.

It was noted that the PC's new laptop is currently away for repairs.

- 21/23/24 District & County Councillors' Reports**
- To note annual District & County Council reports (written) – NOTED.
- District & County Cllr Alan Sharp gave the following update: -

- The Cambridge to Cambourne Busway will pass through Coton Orchard despite a proposal by the opposition party for an on-road version. It is likely to go to public enquiry.
- Cllr Sharp had put forward a motion for a plan to be submitted to the Highways and Transport Committee giving details of how the Council is going to tackle the poor state of the county's roads.
- 'No Mow May' has meant that many junctions are now extremely dangerous due to lack of visibility.
- The Congestion Charge and Making Connections consultations had now closed and the results are being evaluated. 58% of respondents were against the Congestion Charge.
- Cllr Sharp is Chairman of the Finance & Assets Committee and Vice-Chair of the Operational Services Committee.
- Cllr Mark Goldsack (Soham South) has been elected Chairman of ECDC.
- Councillors are hoping to liaise between residents and Sanctuary Housing to achieve better outcomes for residents in need of help.

22/23/24 Finance - to approve accounts for payment. The following payments were AGREED. Proposed Cllr Bell, seconded Cllr Saunders.

(a)

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Staff costs – Jun 23	BACs	£365.82	
(2)	Clerk's expenses	BACs	£73.57	
(3)	Opus Energy (street lighting)	DD	£39.17	£37,30
(4)	The Ellesmere Centre – room hire (May)	BACs	£30.00	
(5)	RH Landscapes	BACs	£288.00	£240.00
(6)	ECDC – election expenses	BACs	£250.00	
(7)	TEEC – website & domain hosting	BACs	£216.00	£180.00
(8)	Safety Signs – no climbing	BACs	£17.98	£14.99
(9)	K&M Lighting – streetlights maint. contract	BACs	£243.43	£202.86
(10)	Defibrillator cabinet	BACs	£297.00	
Total payments for the month:			£1,820.97	

(b)

To note monies received: -

- HMRC re: VAT Q4 (2022-23) - £380.48

NOTED.

23/23/24 Staffing Matters & Administration

(a)

Clerk's resignation – the post has been advertised via the Society of Local Council Clerk's network and by CAPALC. Interviews will take place week beginning 24th July. The post will be advertised in the Newmarket Journal if necessary – AGREED.

(b)

Councillor training – various courses are available both online and in-person and Councillors can book via the Clerk.

24/23/24 Planning

(a)

To receive planning application decisions and tree works: -

- 23/00469/FUL 24 High Street – removal of existing porches and erection of single-storey porch, canopy, garage door change/alteration and associated works. **Approved.**

NOTED.

(b)

To consider planning applications received:

- 23/00406 44 Mill Lane – 3 air-conditioning units (retrospective) – NOTED with no comments.

25/23/24 Community Matters/General Maintenance

(a)

To consider quotation from RH Landscapes & Maintenance Services for removal of Laurel on Church Lane - £230.00 +VAT – AGREED.

(b)

To consider additional streetlight for Church Lane – it was agreed to get a quotation from K&M Lighting for a lantern to be erected on an existing post. Cllr Bell will liaise with residents living in the vicinity of the proposed new light.

(c)

To consider correspondence from residents re: parking issues on Strollers Way – Councillors agreed that this does not appear to be a problem as the vehicles are parked legally and are not blocking the road. They are also parking in designated areas rather than on amenity grass.

(d)

To consider correspondence from residents re: overgrown vegetation on public footpath – the property owners are waiting for the end of the bird-nesting season before having the bushes cut back. Next year, they have agreed to have a hard cut back of the bushes before the bird nesting season, and then a light trim during the summer.

- (e) To consider issue with cars cutting the corner at the staggered junction on the B1061 – this seems to have stopped now that the grass has grown up. Cllr Sharp will speak to the road safety team at CCC Highways to see if anything can be done to prevent this happening in the future.
- (f) Handyman – no update available.
- (g) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting: none.

26/23/24 Correspondence for Information

- (a) Matthew Hearne re: Trail running event, 12th August 2023 – NOTED.

27/23/24 Date of Next Meeting & Matters for Future Consideration

18th July.

The meeting was closed at 8:20pm.

Signed: Approved and signed by the Chairman

Dated: 18th July 2023

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) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214;
- (6-8) LGA 1972, s.111
- (9) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214;
- (12) Parish Councils Act 1957, s.3; Highways Act 1980, s.301
- (10) Public Health Act 1936, s.234