

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

Stetchworth Parish Council Full Council Meeting on  
**Tuesday 21<sup>st</sup> February 2023, 7:30pm**  
held at the Ellesmere Centre (Gredley Room)

## MINUTES

**Present:** Cllrs Lily Whymer (Chair), Sarah Breen and Alastair France.  
Clerk: Mrs Marilyn Strand.

There was one member of the public present.

The meeting was opened at 7:30pm.

**104/22/23 To receive & approve apologies for absence**

Cllrs Wayne Bell and John Puddick (personal); Cllrs Piers Saunders and Alan Sharp (other commitments).

**105/22/23 To Receive Declarations of Pecuniary and non-Pecuniary Interest**

None.

**106/22/23 Open Forum for Public Participation**

None.

**107/22/23 To Approve the Minutes of the Meeting held on 18<sup>th</sup> January 2023**

The minutes of the meeting held on 18<sup>th</sup> January were approved as a true record and signed by the Chairman.

**108/22/23 Matters Arising including reports from the Clerk and Councillors (for information only)**

(a) NOTED as follows: -

- Bank account signatories – Unity Trust Bank: Cllr Bell has been added as a signatory.
- Recreation ground hedgerow – cut back carried out 25<sup>th</sup> & 26<sup>th</sup> January. It was noted that it would need cutting back across the top when it is next done.
- Streetlights PC10 and PC21 had been reported as faulty and repaired. Cllr Whymer said that the door on PC 10 had been left open and this will be reported to the maintenance contractor.

**109/22/23 The Ellesmere Centre**

(a) Ellesmere Centre Report – no update was available as the meeting of the Trustees is due to be held tomorrow evening.

(b) To consider post and rail fencing to replace temporary fencing between the MUGA and car park – this item was deferred to the next meeting pending further advice from Cllr Bell.

**110/22/23 District & County Councillors' Reports**

District and County Cllr Alan Sharp had sent a written report and the following points were NOTED: -

- The outcome of the Greater Cambridge Partnership (GCP) consultation on implementing a £5 congestion charge between 7am and 7pm on weekdays across the Greater Cambridge area, which would include Addenbrookes, is awaited. The GCP have advised the outcome will not be available until the middle of year, conveniently after the May 2023 local elections.
- The ruling Liberal Democrat controlled administration at the County Council passed a resolution to increase their part of the Council Tax by 4.99%. This is despite a proposed cut in winter gritting, weedkilling and maintenance of grass verges.
- Highways – the number of potholes has increased dramatically over the last two weeks. The cold weather has no doubt caused some of these. However, poor workmanship has also meant

that some repaired potholes open up again as soon as extreme weather comes. Cllr Sharp is raising questions with the administration as to what they are proposing to do to resolve this issue.

- ECDC has agreed a 0% increase in their portion of Council Tax for the tenth year running. This is believed to be a national record.
- ECDC is working on procuring a new fleet of vehicles for waste collection. The new fleet will be environmentally much better, reducing emissions by 60%. Some changes to collections will have to be made and an update on this will be provided shortly.

**111/22/23 Finance** - to approve accounts for payment. It was proposed by Cllr Whymer and seconded by

(a) Cllr France that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Feb 23	BACs	£365.82	
(2)	Clerk's expenses Jan-Feb 23	BACs	£50.62	
(3)	Opus Energy (street lighting) – Dec 22	DDR	£46.26	£44.06
(4)	RH Landscapes – hedgerow	BACs	£1164.00	£970.00
(5)	The Ellesmere Centre – room hire (Jan 23)	BACs	£30.00	£25.00
(6)	Cambs ACRE subscription	BACs	£60.00	
(7)	TBM – domain name renewal	BACs	£37.20	£31.00
(8)	Safety Signs – dog foul x 2	BACs	£30.44	£21.42
<b>Total payments for the month:</b>			<b>£1,784.34</b>	

(b) Proposal to move funds from the Cambridge Building Society and Barclays to Unity Trust Bank, and to close Cambridge Building Society accounts – AGREED.

**112/22/23 Administration**

(a) To consider quotation from TBM for laptop and software - £739.00-£745.00 +VAT (including decommissioning of old laptop and advice on resale value). It was AGREED to accept the quotation for £745.00 +VAT as this included an Intel processor. It was also AGREED that the laptop could be paid for at the time of ordering.

**113/22/23 Planning**

(a) To receive planning application decisions and tree works: - none.

(b) To consider planning applications received –

- 23/00139/FUL Aislabe Stud, Ley Road – proposed sub-division of existing dwelling element from no. 1 dwelling to 2 no. apartments – NOTED with the following comment: -

Stetchworth Parish Council is concerned that the proposed apartments will not be used solely for stud workers and may, in fact, come onto the open market. ECDC will be asked to confirm whether the proposed sub-division, resulting in an additional dwelling, is to provide further accommodation for stud workers. The existing dwelling was meant to be for the Stud Manager.

**114/22/23 Community Matters/General Maintenance**

(a) Handyman update – general maintenance work around the parish continues to be carried out regularly.

(b) Public Rights of Way – chippings: it was agreed that it would be useful to spread more chippings on the footpaths. RH Landscapes are willing to offload chippings when passing and, with a few days' notice, these can be spread by Mr Whymer. Cllr France also offered to help.

(c) HM King Charles III Coronation – response from Dullingham Parish Council re: working party. It was agreed to hold a meeting this Friday with two Councillors from Dullingham PC to discuss the possibility of a joint event.

It was proposing to hold a flag-hoisting ceremony with tea and cake on the morning of the Coronation, but this will be confirmed in due course.

(d) Flag Flying days – Cllr France proposed to fly the Union Jack on St George's Day, Commonwealth Day, Coronation Day (from 6<sup>th</sup> to 8<sup>th</sup> May), HM The King's official birthday, Remembrance Day and on HM King's actual birthday (therefore from 12<sup>th</sup> to 14<sup>th</sup> November) and this was AGREED.

(e) Asset inspections (Cllr Bell) – some minor issues were identified and these will be resolved or repaired as quickly as possible.

- (f) Annual play area inspections, cost £150.00 +VAT, and to consider purchase of weekly checklist template, cost £60.00 +VAT. It was agreed that the weekly checklist currently used is sufficient. The annual play area inspection will be carried out in April.
- (g) To consider sending correspondence to Sanctuary Housing regarding the Warden's house (no. 1 Jubilee Court) as it has been unoccupied since 2014. It was AGREED to write to Sanctuary Housing to ask why the Warden's House at No. 1 Jubilee Court was still not occupied since being vacated in 2014. Councillors agreed that there must be families on the waiting list that could occupy the property and that it is unacceptable that the property had been left empty for so long. This matter will also be mentioned in the press report for the Newmarket Journal.
- (h) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting: none.

**115/22/23 Date of Next Meeting & Matters for Future Consideration**  
21<sup>st</sup> March.

Laurel in Church Lane in front of substation.

The meeting was closed at 8:23pm.

Signed: Approved and signed by the Chairman

Dated: 21<sup>st</sup> March 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) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214;
- (5-8) LGA 1972, s. 111