

**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  
**Wednesday 16<sup>th</sup> April 2019**  
in the Gredley Room Ellesmere Centre Stetchworth

**Present:** Cllrs Lily Whymer (Chair), Wayne Bell (Vice-Chair), Sarah Breen, John Puddick and Alan Sharp.

There were no members of the public present.

The meeting was opened at 7:30pm

**130/18/19 To receive & approve apologies for absence.**

Apologies received and accepted from Cllrs Alastair France and Piers Saunders. District Cllr Chris Morris had also sent his apologies for the meeting.

**131/18/19 To Receive Declarations of Pecuniary and non-Pecuniary Interest**

Cllrs Sharp and Whymer declared a personal interest in items 140/18/19 (a) & (b) – PCC sign and newsletter.

**132/18/19 Open Forum for Public Participation**

None.

**133/18/19 The Ellesmere Centre**

(a) Ellesmere Centre Report – Cllr Whymer said that there had not been a Trustees' meeting since the PC's last meeting.

It was AGREED to allow parking on the recreation ground for the upcoming plant sale on Saturday 11<sup>th</sup> May.

(b) Car park extension grant applications & planning permission – update: it is possible that planning permission will be needed for the extension and therefore pre-application advice is in progress with ECDC. It was AGREED to progress with a full planning application if necessary.

(c) CCC Street Lighting energy costs – these relate to PC-owned street lights which have not yet been upgraded to LED.

**134/18/19 To Approve the Minutes of the Meeting held on 19<sup>th</sup> March 2019.**

The minutes of the meeting held on 19<sup>th</sup> March were approved as a true record and signed by the Chairman.

**135/18/19 Matters Arising including reports from the Clerk and Councillors (for information only)**

- The Ellesmere Centre has the storage shed and are minded to put it backing onto the fence on the left-hand side of the car park, at the entrance to the recreation ground. Cllr Whymer will check the position before it is finalised to ensure it is suitable.
- No charge will be made to the organisers of the dog show for use of the recreation ground. Copies of the Risk Assessment and Public Liability Insurance have been requested.
- 'Dogs on Leads' signs at the recreation ground – these had received a mixed response from residents and some are still allowing their dogs off the leads. This increases the chance that a dog will defecate out of view of its owner and the mess will not be picked up.
- Hamill Landscapes have done two cuts of the recreation ground so far and the grounds are looking very good. A quotation for reducing the Leylandii next to the car park will be available at the May meeting.
- ECDC planning enforcement will be chased regarding the closeboard fencing at the entrance to the village from Newmarket.
- The planning application at the Marquis of Granby had been recommended for refusal by the planning officer and therefore had not been called in.
- Lucy Frazer MP had written asking PC's for their views on what improvements they would most like to see to the bus services in their local area. Cllr Whymer will put something in the next newsletter asking for residents' feedback.

**136/18/19 District & County Councillors' Reports**

None.

- 137/18/19 Finance** - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr Bell that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Apr 19	SO	£300.00	
(2)	Clerk's expenses	101412	£58.27	
(3)	Ellesmere Centre	101413	£25.00	
(4)	TBM – ESET renewal	101414	£27.94	£23.28
(5)	Hamill Landscaping	101415	£120.00	£100.00
(6)	Play Safety Ltd	101416	£181.20	£151.00
<b>Total payments for the month:</b>			<b>£531.12</b>	

- (b) Proposed Q4 accounts/bank reconciliation – NOTED.

**138/18/19 Administration**

- (a) To consider draft agenda for the Annual Parish Meeting (APM), Wednesday 15<sup>th</sup> May – it was agreed to add the unaudited accounts to the agenda. Cllr Whymer had asked the Ellesmere Centre if a Trustee could attend the APM and give a report on the Centre's activities over the last 12 months.

**139/18/19 Planning**

- (a) To receive planning application decisions & tree works: - None. Cllr Sharp said that the planning application for one dwelling at the Marquis of Granby was currently being considered for refusal by the planning officer as there were no material changes to the previous application which had been refused.
- (b) To consider planning applications received:  
19/00497/VAR Ashfield House, 20 High Street – to vary condition 1 (approved drawings) of previously approved 18/01359/FUL for demolition and construction of 20 High Street and construction of four new dwellings with associated gardens and parking – NOTED with no comments.

**140/18/19 Community Matters/General Maintenance**

- (a) To consider quotation for PCC sign on the green at Church Lane/High Street - £435 – it was agreed to defer this item to the end of the meeting.
- (b) To consider request to part fund the parish newsletter to which the PC submits news – it was agreed to defer this item to the end of the meeting.
- (c) To consider quotations for upgrading PC-owned street lights to LED following further information on the PC's general reserves – it was agreed that the Clerk should check with ECDC as to whether upgrading the lights to LED would be an eligible spend from CiL funds. If it transpires that it is not, then it was AGREED to progress the project using the PC's General Reserves and the following quotation was accepted - K&M Lighting Services, £1,725.00 plus £75 for the light on Church Lane. It was also proposed that the maintenance contract offered by K&M Lighting be accepted at a cost of £7.50 per light per year and this was AGREED.
- (d) Speedwatch – there had been no response from residents following a request for volunteers in the parish newsletter. Suitable sites to carry out Speedwatch are being identified.
- (e) To consider annual play area inspection report from Play Safety Ltd and take action on any matters raised. Some minor matters had been raised for monitoring. No other action required.
- (f) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting – it was AGREED that no item required a further risk assessment.

**141/18/19 Correspondence for Information**

- (a) CCC re: street lighting attachment policy – NOTED.
- (b) Resident re: 4 Coopers Close in support of the PC - NOTED.

The Clerk will chase Maggie Camp with regards to the PC's letter about vehicles driving over the ditch.

**142/18/19 Date of Next Meeting & Matters for Future Consideration**

Wednesday 15<sup>th</sup> May – Annual Parish Meeting followed by the Annual Meeting of the Parish Council.

Letters will be sent to the occupiers of no. 11 Ley Road and to Sanctuary Housing regarding no. 7 Stone Row requesting that they do not park on grass outside the properties as this is community land.

Cllrs Sharp and Whymer left the meeting at 8:50pm before items 140/18/19 (a) and (b) were discussed:

**140/18/19 Community Matters and general maintenance.**

- (a) It was proposed by Cllr Bell and seconded by Cllr Breen that the quotation for £435 +VAT for a PCC sign on the village green be accepted and this was AGREED.

- (b) Until recently, the parish newsletter paid for itself from advertising revenue. However, with the increased size of the page, together with an increase in printing costs, there is a shortfall this year of £78.26 which has been borne by the PCC. The PC regularly contributes to the newsletter and it was therefore AGREED to pay the shortfall under section 142 of the Local Government Act, 1972 – power to publish information about the council and its services. It was also agreed to make an annual payment towards the newsletter and the Clerk will enquire as to what would be an appropriate figure.

The meeting was closed at 8:55pm.

Signed: Approved and signed by the Chairman

Dated: 15<sup>th</sup> May 2019

Statutory powers relating to this month's payments:

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