

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 18th December 2018 at 7:30pm
in the Gredley Room, Ellesmere Centre, Stetchworth.

Present: Cllrs Lily Whymer (Chair), John Puddick, Piers Saunders and Alan Sharp.

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

80/18/19 To receive & approve apologies for absence.

Apologies received and accepted from Cllrs Bell, Breen and France. Cllr Sharp had informed the Clerk that he would be late joining the meeting.
District Cllr Morris had also sent his apologies for the meeting.

81/18/19 To Receive Declarations of Pecuniary and non-Pecuniary Interest

None.

82/18/19 Open Forum for Public Participation

None.

83/18/19 The Ellesmere Centre

(a) Ellesmere Centre Report – Cllr Whymer reported the following: -

- Both phases of the new roof are now complete

(b) Car park extension update – two further quotations will be obtained so that an application can be made to ECDC Community Facilities fund in early 2019.

84/18/19 To Approve the Minutes of the Meeting held on 20th November 2018

The minutes of the meeting held on 20th November were approved as a true record and signed by the Chairman with the following amendment:

The meeting was held at the Ellesmere Centre, Ley Road.

85/18/19 Matters Arising including reports from the Clerk and Councillors (for information only)

(a) Clerk's report NOTED as follows:

- Sanctuary Housing has been chased regarding the Leylandii overhanging the Ellesmere Centre car park; a reply is awaited. UPDATE – a reply has been received to say they cannot see an issue with the overhanging trees. Cllr Whymer and the Clerk are liaising with Sanctuary to try to resolve this.
- A 'No Dogs in the Play Area' sign has been purchased and needs to be put up.
- The Risk Management & Risk Assessment Policy has been updated on the PC's website.
- A copy of the Ellesmere Centre's insurance policy has been requested so that it can be checked against the PC's policy.
- Rialtas Business Solutions has installed the finance software on the PC laptop and the Clerk has begun to input this year's accounts. Quarter 3 reports will be produced by the software and should be available at the January meeting as usual.

(b) Other matters: -

- It was agreed to write back to Sanctuary regarding the Leylandii overhanging the car park boundary as, although this isn't affecting parked cars, the trees do need to be managed as they have grown very large. Cllr Whymer will take a photograph to illustrate how far over the boundary the foliage has grown.
- The 'No Dogs in the Playground Area' sign will be affixed to the gate.
- The Clerk had requested a copy of the Ellesmere Centre insurance policy but had not received it. Cllr Whymer will ask about it at the next Trustees' meeting.

86/18/19 District & County Councillors' Reports

None.

- 87/18/19 Finance** - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr Puddick that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Dec 18	SO	£300.00	
(2)	Clerk's expenses	101396	£65.47	
(3)	Ellesmere Centre	101397	£25.00	
(4)	Hamill Landscaping	101398	£90.00	£75.00
Total payments for the month:			£480.47	

88/18/19 Administration

- (a) To consider Risk Assessment and take necessary action: report from Cllr Breen – this item was deferred to the January meeting.
- (b) To consider attendees at ECDC Parish Council Conference, Tuesday 29th January 2019 – Cllr Whymer will attend. It was agreed to put forward a request for an item on funding, what is available and what CiL and s106 monies can and can't be spent on.
- (c) Clerk's attendance at the SLCC Practitioners' Conference, February 14th-15th 2019 – the cost of the conference is £299 and the PC will pay £100 towards this – AGREED. Cheveley PC had agreed to pay the other two thirds of the cost.

89/18/19 Planning

- (a) To receive planning application decisions & tree works:
- 18/01368/RMA Site south-west of Ashfield House, 20 High Street – reserved matters for the appearance and landscaping of the single, detached dwelling house to be located in the paddock.
- Approved.**

NOTED.

- (b) To review and adopt Sustainability Policy - the adoption of the policy was deferred to the next meeting pending further information. It was agreed to send the final version to other PC's in the area so that they might also adopt it and present it as part of their response to applications for new dwellings.

Community Matters/General Maintenance

- (a) Correspondence from Maggie Camp re: land at 4 Coopers Close – NOTED. The land will remain under the ownership of ECDC however, the owner of no. 4 Coopers Close will be granted an easement to allow vehicular access across the land. A new planning application for this will be submitted as it had been agreed that the new access will be 'Grasscrete' rather than the block paving which had already been granted planning permission. It was agreed not to invite Maggie Camp to a meeting to discuss this further.
- (b) To consider request from CCC for donation towards Bikeability Cycle training – it was agreed not to make a donation to CCC towards this scheme. However, a donation could be made directly to Kettlefields school and the Clerk will write to the school to let them know this.

Cllr Sharp joined the meeting at 8pm.

- (c) 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.

91/18/19 Correspondence for Information.

- (a) ECDC re: Local Elections 2019 – NOTED.

92/18/19 Date of Next Meeting & Matters for Future Consideration

22nd January 2019; 19th February; 19th March; 16th April.

Election material.

The meeting was closed at 8:15pm.

Signed: Approved and signed by the Chairman

Dated: 22nd January 2019

Statutory Powers relating to this month's payments:

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