

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 22nd January 2019 at 7:30pm
in the Gredley Room, Ellesmere Centre, Stetchworth.

Present: Cllrs Lily Whymer (Chair), Wayne Bell (Vice-Chair), Sarah Breen, John Puddick, and Piers Saunders.

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

93/18/19 To receive & approve apologies for absence.

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

94/18/19 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Cllr Bell declared a pecuniary interest in item 100/18/19 (a)(7) – payment for barrier padlock.

95/18/19 Open Forum for Public Participation

None.

96/18/19 The Ellesmere Centre

(a) Cllr Breen joined the meeting at 7:35pm.

Ellesmere Centre Report – Cllr Whymer reported the following: -

- A noticeable difference in the warmth of the Centre had been reported since the roof had been completed.
- An outside storage solution is still in progress.

(b) To consider and note the insurance schedule covering the Centre – NOTED.

(c) To consider quotations for car park extension – it was AGREED to accept the quotation from Mead Construction as it was the best value for money. However, it is understood that the quotation will have to be adjusted upwards due to rises in costs since it was produced in May 2018. The order will not be placed until the PC's grant applications have been approved. It was also agreed to ask Mead Construction to check the existing car park extension as there may already be a sufficient hardcore base in which case the quotation should be adjusted to take this into account.

(d) To consider grant application to ECDC – Facilities Improvements – it was AGREED to finalise and submit the grant application to ECDC. Once feedback on the application has been received, a further application to Awards For All will be submitted.

97/18/19 To Approve the Minutes of the Meeting held on 18th December 2018.

The minutes of the meeting held on 18th December were approved as a true record and signed by the Chairman.

98/18/19 Matters Arising including reports from the Clerk and Councillors (for information only)

Matters reported as follows: -

- A 'No Dogs in the Play Area' sign had been placed on the entrance to the children's play area.
- Cllr Whymer is booked to attend next week's East Cambridgeshire Parish Council conference and the PC's agenda item suggestion on funding had been forwarded.
- A letter had been sent to Kettlefields primary school regarding funding of the Bikeability scheme.
- A response had been sent to Sanctuary Housing regarding the Leylandii on the boundary of the Ellesmere Centre car park but no further correspondence had yet been received in return.

99/18/19 District & County Councillors' Reports

None.

100/18/19 Finance - to approve accounts for payment – it was proposed by Cllr Whymer and seconded by Cllr Breen that the following payments be made: -

Ref:	Payee/Item	Chq. no	Total	Exc. VAT
(1)	Clerk's salary – Jan 19	SO	£300.00	
(2)	Clerk's expenses	101399	£60.97	

(3)	Ellesmere Centre	101400	£25.00
(4)	Petty cash top up	101401	£32.88
(5)	Cheveley PC re: SLCC conference	101402	£100.00
(6)	ICO registration fee	DD	£35.00
(7)	Padlock for Centre entrance barrier	101403	£48.00
Total payments for the month:			£601.85

- (b) Consideration of quarterly finance reports Oct-Dec 2018 – NOTED.

101/18/19 Administration

- (a) To consider Risk Assessment and take necessary action – Cllr Breen had carried out the risk assessments on all PC assets. Everything had been found to be in good condition and working order with the exception of two street lights and these will be repaired as soon as possible.
The litter bin at the Ellesmere Centre, which had been removed by ECDC due to its poor condition, had still not been replaced and this will be followed up by the Clerk.
- (b) Proposal to print and distribute information leaflet re: Local Council Elections 2019 – it was AGREED to amend and print the leaflet to be distributed with the March edition of the Newsletter. Posters advertising the elections will also be placed on notice boards.

102/18/19 Planning

- (a) To review and adopt Sustainability Policy (DEC 18: 89/18/19 (b)) – AGREED & adopted.

103/18/19 Community Matters/General Maintenance

- (a) 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.

104/18/19 Correspondence for Information.

- (a) ECDC re: Local Council Elections 2019 – NOTED. Nomination papers were handed out to Councillors and it was noted that these should be returned to the Clerk at the 19th March meeting for submission.
- (b) ECDC re: East Cambridgeshire Tourism Strategy Stakeholder Engagement Session – NOTED.

105/18/19 Date of Next Meeting & Matters for Future Consideration

The next meeting was rearranged for Wednesday 13th February.
Speedwatch.

The meeting was closed at 8:45pm

Signed: Approved and signed by the Chairman

Dated: 13th February 2019

Statutory Powers relating to this month's payments:

- (1-2) Local Government Act (LGA) 1972, s.112
(3-7) LGA 1972, s.111