

STETCHWORTH PARISH COUNCIL

Minutes of the meeting held on Wednesday 15th March 2016 at 7.30 pm, The Ellesmere Centre, Stetchworth

Present: Cllr Whymer (Chair), Cllrs Bell, Breen, France, Puddick, Saunders and Taylor

150316/001 **To receive and approve apologies for absence**

An apology for absence had been received from District Councillor Chris Morris

150316/002 **To receive declarations of Interest**

There were no declarations of interests

150316/003 **Open Forum**

Mr Dracup introduced himself and explained that he was attending the meeting to raise a few matters with the Council. He started by raising concern about the amount of dog fouling in the village. He often clears up the remains of dog fouling from the street and wondered if the Anti-Social Behaviour Act of 2014 could help prevent dog fouling. If there is a continual problem in a specific area a Public Spaces Protection Order could be applied and any one allowing their dog to foul would be prosecuted. Cllr Whymer advised that if he witnesses any incidents of dog fouling, he should report them to the District Council. Cllr Whymer explained that she includes regular articles in the newsheet and that the Parish Council is purchasing some 'no dog fouling' signs, although as yet, no decision has been made as to where they will be situated. She continued, informing Mr Dracup that the Parish Council has put up signs before, but people remove them. She then explained that dog bins are expensive and are not emptied regularly. A specific item about dog fouling in Strollers Way will be put in the next newsheet.

The second item that Mr Dracup raised was the amount of pot holes in Strollers Way. Cllr Whymer reported that she believed that the road was due to be resurfaced this summer.

Mr Dracup then asked the Council if they had considered a traffic management scheme for the village as parking in the village is a dangerous problem, which includes parking on corners.

Cllr Whymer explained that the Parish Council has tried to come up with a solution before.

The Nursery encourages their staff not to park near the Nursery, but cannot enforce. The Nursery also have an arrangement to use the additional car parking spaces at the Ellesmere Centre during the day time, and many staff do take advantage of the arrangement. Parents bring and collecting to and from the Nursery are encouraged to park considerately. The Parish Council considered purchasing the British Legion, but it was too expensive. As the Nursery building had previously been a school, there was no need for planning consent for change of use to be applied for and therefore no additional parking arrangements required for the establishment. Cllr France explained that the Parish Council has limited powers. The Parish Council had raised concern to the District Council about the limited parking at the Marquis of Granby when the planning application for the extension was being considered, but had been told that according to guidance adequate parking had been included.

The last matter raised by Mr Dracup was that tree branches were overhanging the electricity sub-station on the footpath along from his property. The Clerk agreed to report.

Mr Dracup stayed for the duration of the meeting.

150316/004 **The Ellesmere Centre**

004.1 Ellesmere Centre Report

Cllr Whymer informed Council that a training session had been held for the defibrillator. It is hoped that more sessions can be arranged. There have been some issues with fly clusters which are believed to have been coming from the roof.

004.2 Update on replacement of the MUGA fence panels

Cllr Bell reported that he had rechecked the fence panels on the MUGA. The panel tops are not good, but the rest of the panels tend to be sound. He will now investigate an alternative method of capping the top edges.

004.3 Ellesmere Centre Drainage

Cllr Whymer reported that a resident had raised concern that one of the drainage pipes that take water down to the ditch along the front of the Recreation Ground may be broken, as there seems to be a build-up of surface water near to the down pipes on the building. Cllr Bell suggested it may be that the building's guttering is causing the problem, as many of them are leaking and could do with replacing. Cllr Whymer said that she is aware that the Centre is due to look at renewing the guttering. It may be worthwhile for the drains to be checked in the future. Cllr Bell asked if the Centre suffered from damp inside the building as he had noticed signs of damp on the outside wall of the old part of the building. Lily Whymer reported that she had noticed bubbling following decoration.

150316/005 **To approve the Minutes of 24th February 2016**

The Minutes of the meeting held on 24th February 2016 were signed as a true and correct record.

- 150316/006 **Matters arising**
Council noted that the hedge along Tea Kettle Lane going down to the school has been trimmed.
- 150316/007 **County and District Councillor Reports**
There were no County or District Councillor reports.
- 150316/008 **Finance**
- 008.1 Payments
The following payments were proposed by Cllr Whymer, seconded by Cllr Bell and approved by Council. No invoice had been received at this stage for the renewal of the insurance.
- Y Rix Salary £275.00 DDR
Y Rix Petty Expenses £87.60
The Ellesmere Centre Room Hire £25.00 (February 2016)
ECDC Dog Fouling Stickers £10.00
Cambridgeshire County Council Street Light Energy 1.10.2014 to 30.9.2015 £830.21
Suffolk Acre Insurance Premium
- 008.2 Receipts
No income had been received since the previous meeting.
- 008.3 Consideration of quotations received for flint plinth – Recreation Ground
As only one quotation had been received to date, this matter was deferred to allow the Clerk to go out to another company and also chase quotations that had already been requested.
- 008.4 Consideration of quotations received for work to tree, St Peters Closed, Churchyard
Three quotes to fell the tree had been received. It is likely that the Council will need to ask Mr. Gredley if he will allow access to the church yard from his land. It is not known if permission from ECDC will be required to carry out the work, the Clerk to investigate. The cheapest quotation from Tom Jones to be accepted once permission and access has been agreed. The tree could be replaced with an Oak Tree if thought suitable.
- The Clerk informed Council about the Audit Regime for the Financial Year 2015/2016. This year the Council has to set its own Inspection Period. It was agreed that this should be from 1st July 2016 until 11th August 2016. When completing the Annual Return the Council needs to consider and approve Annual Governance Statement prior to approving the Statement of Accounts. From the year 2017/2018 onwards, Parish Councils are able to appoint their own External Auditor by opting out of service to be provided by the Smaller Authorities Audit Appointments Ltd. Councils are being advised not to opt out, because the procedure to appoint their own External Auditor is very complicated. Also from 2017/2018 a Council with payments and receipts of under £25,000 can register as an Exempt Authority and will not need to submit their Annual Return to an External Auditor. Their approved and signed Annual Return will need to be posted on their website and if any objections are raised to the accounts, they will then have to be audited.
- 150316/009 **Planning**
- 009.1 To receive Planning Application decisions:
There were no Planning Application decisions to note.
- 009.2 To consider recent Planning Applications:
There were no Planning Applications to consider.
- 150316/010 **Correspondence**
- 010.1 ECDC Notification of tree works – The Dove House, 16 Church Lane
Council noted tree work approved at The Dove House, 16 Church Lane.
- 010.2 ECDC Preliminary Draft Local Plan
Information on the Preliminary Draft Local Plan for East Cambridgeshire had been circulated to Councillors. Council considers that most of the content in the 2015 plan is still relevant for the Parish. The Equine Hospital and the July Racecourse should probably be included in the information about the village as they are both substantial employers. Information also needs to be amended to show that the play area has been replaced, refurbishment work to the MUGA has been carried out and the modernisation of the Ellesmere Centre continues.
- 010.3 RoSPA Playsafety Notification of Annual Inspection
Notification had been received from RoSPA Playsafety that this years' Annual Playground Inspections will be carried out in April.
- 010.4 Anglian Water Pollution Prevention Team – Pollution Watch
Information on a new scheme from Anglian Water called Pollution Watch had been received. The aim of the scheme is to get people to spot signs of sewage pollution incidents and to report them, to enable Anglian Water to stop the problem as quickly as possible and minimise the impact to the environment.

150316/011 **Other Business**

011.1 Report from the Funding Fair

Cllr Whymer informed Council that she had attended a recent Funding Fair and explained how the new Tesco Bags of Help grant scheme worked. It was suggested that the Council could apply for funding for the MUGA fence panels. However it was thought that if the Ellesmere Centre applied, they may get a better response than the Parish Council. Cllr Whymer was thanked for attending.

Grants to assist Community Transport Schemes are currently available from ECDC. No one had any suggestions of schemes which could benefit at this time.

The dog bin along the path within the grounds of Aislabie Stud is full. The Clerk to ask the Stud to empty. There is a broken slat on the play area fence. Cllr Taylor to speak to someone to see if they are able to fix it. The Ellesmere Centre minutes on the noticeboard are very out of date. Cllr Whymer to inform the Centre.

Cllr Whymer informed Council that she had been approached by the Community Navigator Scheme organiser who was looking for a way to promote the scheme in the south of the District. The Clerk was asked to invite her along to the Annual Parish Meeting. Council also agreed that it would be useful for the PCSO to either come along to a Council meeting, or the Annual Parish meeting to talk about parking in the village.

It was agreed that the Annual Parish Meeting should start at 7.30 pm and will be followed by the Annual Meeting of the Parish Council at 8 pm.

150316/012 **Risk Assessments -**

Council agreed that there was no need to carry out a further risk assessment for any item discussed during the meeting of 15th March 2016

150316/013 **Date of the next meeting –**

The next Parish Council meeting will be held on 19th April 2016.

The meeting closed at 9.23 pm.

Signed

Dated