

## STETCHWORTH PARISH COUNCIL Annual Meeting of the Parish Council

Minutes of the meeting held on Tuesday 17<sup>th</sup> May 2016 at the Ellesmere Centre, Stetchworth at 8.00 pm.

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

- 170516/001 **Election of Chairman and signing of declaration of acceptance.**  
Cllr Bell proposed, seconded by Cllr Breen that Cllr Whymer be nominated as Chairman of the Parish Council for the forth coming year. There were no other nominations. Cllr Whymer was duly elected Chairman and signed the Acceptance of Office.
- 170516/002 **Election of Vice Chairman**  
Cllr Whymer proposed, seconded by Cllr Taylor that Cllr Bell be nominated as Vice Chairman of the Parish Council. There were no other nominations. Cllr Bell was duly elected as Vice Chairman.
- 170516/003 **To receive and approve apologies for absence**  
Apologies for absence had been received from Cllrs France and Puddick
- 170516/004 **To receive declarations of Interest**  
Cllr Whymer declared an interest in the work to the tree in the Churchyard. There were no other declarations.
- 170516/005 **Open Forum**  
No matters were raised during the Open Forum.
- 170516/006 **Ellesmere Centre Report**  
This matter had been covered by the report given during the Annual Parish Meeting.
- 170516/007 **Approval of Minutes - Meeting held on Tuesday 19<sup>th</sup> April 2016**  
The minutes of the meeting held on Tuesday 19<sup>th</sup> April 2016 were approved and signed as a true and correct record.
- 170516/008 **Matters arising**  
Cllr Bell informed Council that he had tried cleaning an area of the War Memorial with a soft brush and water with a good result. It was suggested that the Scouts may be willing to undertake this work and Cllr Bell agreed to speak to one of the Scout Leaders to see if this would be an option. It may be best to leave the cleaning to nearer 2018, for the centenary of the end of the First World War.  
Some of the 'No Dog Fouling' stickers purchased from ECDC have been put up around the village. Cllr Bell has installed some capping to a couple of the panels of the MUGA as an experiment. He reported that plastics panels may be available and that he intended asking a contractor to deliver and place one of the panels with a plastic panel with a view to be given a quotation to replace all, should the plastic panels be a suitable option.  
Mr Gredley has given permission for the tree contractor to access the Churchyard via his property to fell the tree. The Clerk was asked to place the order with the contractor.  
Further investigation in to a suitable plinth for the QEII plaque had proved unsuccessful. It was suggested that the ways other QEII Field plaques had been displayed should be investigated.
- 170516/009 **County and District Councillor Reports**  
The County and District Councillor Reports had been received during the Annual Parish Meeting.
- 170516/010 **Finance**  
010.1 Payments  
The following payments were proposed by Cllr Whymer and seconded by Cllr Taylor with the exception of the payment to RoSPA Play Safety. The payments were approved by Council.  
Y Rix Salary £300.00 pcm DDR (Local Gov. Act 1972 s112)  
The Ellesmere Centre Room Hire April £25.00  
CAPALC Membership 2016 £229.43  
Playsafety Limited Playground Inspection £176.40  
Garden Power (Robin Stokes) Grass Cutting £210.00

010.2 Income

Council noted the following receipts:

ECDC Precept £7,250.00 (1<sup>st</sup> payment)

ECDC Parish Additional Funding £100.00 (1<sup>st</sup> payment)

170516/011 **Consideration of Financial Annual Report and Annual Governance Statement**

Council considered and completed the Annual Governance Statement. Once completed Council considered, approved and signed the Financial Annual Report for the year ending 31<sup>st</sup> March 2016.

170516/012 **Planning**

012.1 Council noted the following: Planning Application decisions:

16/00313/FUL Ley Road – Additions and Alterations - APPROVAL

012.2 Council considered the following Planning Application:

16/00469/FUL Ivy Cottage 22 Mill Lane – Single storey rear extension

Council had no objections to the application.

170516/013 **Correspondence**

013.1 CCC – New Bus Service Newmarket Road Park and Ride to Addenbrooke's Hospital

Council noted that there is a new bus service running from Newmarket Road Park and Ride to Addenbrooke's Hospital which started at the beginning of May.

013.2 ECDC – Parish Conference 15<sup>th</sup> June 2016

The next Parish Conference is due to take place on 15<sup>th</sup> June 2016 and the main topic will be Emergency Planning. Cllr Whymer informed Council that she would attend if possible.

013.3 Cambs Acre – Community Fair 2016

Cambridgeshire Acre will be holding a Community Fair on 7<sup>th</sup> June at St Ives. Cllr Whymer will let the Ellesmere Centre aware of the event in case they wish to attend.

013.4 ECDC – Local Plan Update and Parish Conference 2.6.16

A further Parish Conference is due to be held on 2<sup>nd</sup> June to update Parish Councils on the draft Local Plan. Details of sites suggested for consideration in the new Local Plan are due to be made available by the District Council around 20<sup>th</sup> May 2016.

013.5 East Cambs Community Safety Partnership

Council noted information received from the East Cambs Community Safety Partnership. This included proposals to reinstate Speedwatch in the district. Speedwatch in Stetchworth to be discussed at a future meeting when both Cllrs France and Puddick are present.

170516/014 **Any other business**

014.1 Annual Playground Inspection

The Annual Playground Inspection had been carried out by RoSPA Play Safety. They had raised concern that there was no warning notice on the basketball hoop. Council agreed that a notice should be printed out, laminated and put up on the equipment. They had also raised concern about the latch on the MUGA gate. Cllr Bell agreed to have a look at the latch and would report back to Council with his findings. RoSPA Playsafety had also reported that the goal posts needed rubbing down and repainting. This work had been carried out earlier during the year. The Clerk was asked to go back to RoSPA Playsafety and ask for their comments. Council agreed that payment of the invoice for the inspection should be withheld until their comments had been received.

014.2 2016/2017 Meeting Dates

As dates had already been set for June and July this item was deferred until a later meeting.

014.3 Request – Children's Party Bouncy Castles (Recreation Ground)

Council agreed for a Bouncy Castle for a private party to be sited on the Recreation Ground. Public Liability will be the responsibility of the company providing the equipment and the person organising the party.

170516/015 **Risk Assessment**

Council agreed that no further risk assessments were required for any item agreed during the meeting.

Cllr Taylor reported that the verges on the junction of the B1061 from the village are very overgrown. The Clerk agreed to speak to Highways.

Cllr Taylor suggested that the fence around the Play Area may benefit from being treated with a preservative.

The dog bin on the public footpath through Aislabie Stud has been emptied.

Several footpaths are becoming very overgrown.

Cllr Breen reported that some of the drains in Coopers Close and Strollers Way are still covered following the resurfacing of the road. The Clerk reported that she had spoken to Highways about the drains and Highways were due to attend to.

Cllr Bell suggested that John Wilding should be updated on the War Memorial and the Council's

intention to ask the Scouts to help with the cleaning. He also suggested that the concrete surrounding the memorial could benefit from some attention. It is not known who is responsible for this area of concrete. The Clerk to investigate.

170516/016

**Date of next meeting**

The next meeting of the Parish Council will be held on 21<sup>st</sup> June 2016.

As there was no further business the meeting closed at 9.20 pm.

Signed

Dated

DRAFT