

STETCHWORTH PARISH COUNCIL

Minutes of the Meeting held on Tuesday 19th April 2016 at 7.30 pm, The Ellesmere Centre, Stetchworth

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

- 190416/001 **To receive and approve apologies for absence**
Apologies for absence had been received from Cllrs Breen, France and District Councillor Morris. The Clerk was also unable to attend due to sickness.
- 190416/002 **To receive declarations of Interest**
No declarations of Interests were received.
- 190416/003 **Open Forum**
Mr Wilding explained that he had come to the meeting to discuss the village War Memorial. He said that he would like to see the memorial looking at its best for the 100th anniversary of the end of the First World War. He had been in touch with the British Legion who he considered should be paying for the necessary work to be carried out. However they had not been helpful. He added that he was trying to find out if there are any courses available on the care and maintenance of war memorials and if there are, that he would be willing to attend.
Council agreed that item 190416/11.003 should be moved forward to this point in the meeting. Cllr Whymer informed Mr. Wilding that the Council had obtained a quotation for suggested work to the memorial. The quote had been for over £1700.00. The Clerk had then submitted a pre grant advice application to the War Memorial Trust. Much of the work suggested in the quotation had not been recommended in the War Memorial Trusts advice letter and would not be suitable for grant funding. The War Memorial Trust advised that in the first instance the most suitable way to clean the memorial would be with water and a light brush. Council agreed that a local resident who works on behalf of the War Graves Commission could also be asked if he could give any further advice.
- 190416/004 **The Ellesmere Centre**
Cllr Bell informed Council that he had managed to glue and screw together the laminate with the board on some of the fencing panels around the MUGA. A couple of the panels are beyond repair and do need replacing. He continued that he had then applied some angled channeled capping to the top of the panels to prevent further water damage. Between 60 and 80 sections would be required to cap all of the panels around the MUGA. The cost to provide these would be in the region of £700.00. A supplier had also suggested to Cllr Bell that an alternative panel to consider would be 3mm thick aluminum board which has 2 skins of aluminum sandwiching a polyethylene core. These cost £72.00 per sheet. Cllr agreed to forward details of all the materials used and suggested to the Clerk.
- 190416/005 **To approve the Minutes of 15th March 2016**
The minutes of the meeting held on 15th March 2016 were approved and signed as a true and correct record.
- 190416/006 **Matters arising**
There were no matters arising.
- 190416/007 **County and District Councillor Reports**
There were no County and District Councillor Reports.
- 190416/008 **Finance**
008.1 Payments
Cllr Whymer proposed, seconded by Cllr Bell that the following amounts should be approved for payment. An invoice from Mr Stokes for grassing cutting in the sum of £190.00 was also considered for payment. Council agreed that all payments should be approved.

Y Rix Salary £300.00 DDR
The Ellesmere Centre Room Hire £25.00 (March 2016)
Balfour Beatty Street Light Maintenance £644.83
Suffolk Acre Insurance Premium £1566.37
- 008.2 Receipts
No income had been received since the previous meeting.
- 008.3 Consideration of donation request from MAGPAS Helimedix
A request for a donation had been received from MAGPAS Helimedix. On this occasion Council agreed that they were unable to make a donation to the charity.
- 008.4 Review of effectiveness of Internal Controls
Council considered and reviewed the effectiveness of the Internal Controls and agreed that they meet the needs of the Council.

- 190416/009 **Planning**
- 009.1 To receive Planning Application decisions:
There were no Planning Application decisions.
- 009.2 To consider recent Planning Applications:
Council considered the following Planning Applications. There were no concerns or objections to either of the applications.
16/00313/FUL 29 Ley Road – Additions and Alterations
16/00414/FUL The Old Mill, 45 Mill Lane – Proposed single storey rear extension
- 190416/010 **Correspondence**
- 010.1 ECDC Notification of tree works – 22 Mill Lane
Council noted tree works approved for 22 Mill Lane by ECDC.
- 190416/011 **Other Business**
- 011.1 Consideration of quotations and information received for flint plinth – Recreation Ground
Cllr Whymer informed Council that the Clerk had tried to obtain further quotations to build a flint plinth to fix the Queen Elizabeth II Playing Field Plaque to. One contractor had advised that the size required would not be large enough to incorporate the flint as desired. Cllr Bell suggested that another alternative would be to have a granite wedge. He agreed to circulate some information for this option.
- 011.2 Consideration of information received for work to tree, St Peters Closed Churchyard
The Tree Officer at ECDC had confirmed that there was no need for the Council to apply for permission to have the tree felled. It was agreed that Mr. Gredley should be approached for permission to access the churchyard from his property. It will be necessary to liaise with the agreed contractor and Mr. Gredley, if he agrees, as to when the work can be carried out.
- 011.3 Consideration of information received from War Memorial Trust
This matter was discussed earlier during the meeting.
- 190416/012 **Risk Assessments**
Council agreed that there was no need to carry out a risk assessment for any item discussed during the meeting of 19th April 2016.
- 190416/013 **Date of the next meeting**
The next meetings will be held on 17th May 2016 being the Annual Parish Meeting starting at 7.30 pm followed by the Annual Meeting of the Parish Council at 8.00 pm

Signed

Dated