

STETCHWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday 20th October 2015 at 7.30 pm, The Ellesmere Centre, Stetchworth

Present: Cllr Whymer (Chair), Cllrs Bell, France, Puddick, Saunders, Taylor. Also present District Councillor Morris.

201015/001 **To receive and approve apologies for absence**

An apology for absence had been received from Cllr Breen.

201015/002 **To receive declarations of Interest**

There were no declarations of interests.

201015/003 **Open Forum**

No matters were raised during the Open Forum.

201015/004 **The Ellesmere Centre**

004.1 Ellesmere Centre Report

Cllr Whymer reported that the new lighting system had been installed, along with infrared heating panels in the main hall. The ceiling tiles have also been repaired. However the new lights, which are energy saving are causing a few issues that need to be resolved.

004.2 MUGA

Cllr Bell had circulated a quotation to replace the boards on the MUGA where the laminating is splitting. The likely cost to replace the boards is around £1000.00. This estimate allows for labour costs to fit and also the capping of the boards. Cllr Whymer will report this information back to the Trustees. It was generally felt that the need to treat the original boards as recommended by the supplier should have been passed on to the Council by the Contractor. The Clerk was asked to relay this back to the Contractor.

District Councillor Morris arrived at 7.40 pm and gave his District Council Report as he had to attend another meeting. He informed Council that he had given his support for the recent application to East Cambs District Council (ECDC) for funding for the Ellesmere Centre. Lucy Frazer QC MP is holding a meeting at the Centre on 23rd October 2015 to discuss problems with superfast broadband throughout the district. Newmarket Citizens Advice Centre will be holding their AGM pm 21st October 2015 and they are willing to help anyone in the East Cambs area, not just Newmarket. The waste bins are now being emptied and recycling has improved. The Parish Forum, which Cllr Morris is to attend, is to be held on 26th October 2015. Cllr Whymer explained that due to the meeting being held during the school break, no one from Stetchworth Parish Council would be available to attend. Concern was raised by Cllr France that Cllr Cresswell was funding the cost of hiring the hall on behalf of the forum. District Councillor Morris left at 7.55 pm

201015/005 **To approve the Minutes of 15th September 2015**

The minutes of the Parish Council meeting held on 15th September 2015 were approved and signed as a true and correct record.

201015/006 **Matters arising**

006.1 Quotation and recommendations for War Memorial

A quotation had been received to clean the War Memorial. The cost is £1475.00 plus VAT. Carrying out repair work to the damaged lettering is not advised. It was suggested by IMI that it would be best to leave the memorial as it is and for the names to be engraved on a new plaque sited close to the existing memorial. Council agreed not to have the work carried out at this point in time.

006.2 Response from Stetchworth Estate Farms regarding provision of water at the allotments

Council acknowledged a letter from Mr Gabain, Stetchworth Estates in response to the letter sent to him by the Council asking about the possibility of water being installed at the allotments. Mr Gabain's letter explains the history of why it was not possible to have a water supply. Council noted that several allotments are currently vacant.

201015/007 **County and District Councillor Reports**

No report had been received from County Councillor Shuter

201015/008 **Finance**

008.1 Payments To approve accounts for payment

The following were approved for payment, along with a payment to Cambridgeshire County Council for £264.06, the Council's contribution for the flashing sign recently installed in Tea Kettle Lane through the Local Highways Improvements Initiative.

Y Rix Salary £275.00 DDR

Garden Power (Robin Stokes) Grass Cutting £190.00

The Ellesmere Centre Room Hire £25.00 (July) and £25.00 (September)

008.2 Receipts

The following income had been received from ECDC:
Precept £6500.00 and Additional Funding £201.00

008.3 Quarterly Finance Report

The attached Quarterly Finance Report was presented to Council by the Clerk. Council acknowledged the need to include provision in the precept for repairs to the aging Parish Council street lights. The older style lights need to be identified. Balfour Beatty should carry out a structural inspection of all lights covered by the maintenance contract and should inform the Council of any lights in need of attention. The Quarterly Report was accepted by Council (proposed by Cllr France).

008.4 External Audit Report

The External Auditors Report for the 2014/2015 Financial Year had been received. The report confirmed that on the basis of their review of the annual return, in their opinion the information included in the annual return was in accordance with proper practices and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met. It had been pointed out that there was an inconsistency regarding the sole management of trust funds, but that this had not affected their opinion. The error had been made by the Internal Auditor. Cllr Whymer proposed that the report should be accepted, seconded by Cllr France and agreed by Council.

201015/009 **Planning**

009.1 To receive Planning Application decisions:

The following decision had been received from ECDC:
15/01140/HEN Grooms Cottage, Stetchworth Park Stud, Church Lane
Construction of a single storey rear extension which extends beyond the rear wall by 8 m has a max. height of 3.988m and an eaves height of 2.0433 m. **APPROVAL**

009.2 To consider recent Planning Applications:

There were no planning applications for consideration.

201015/010 **Correspondence**

010.1 CAPALC AGM

An invitation had been received to the CAPALC AGM on December 10th 2015. The Clerk was asked to send the Council's apologies as no one was able to attend.

201015/011 **Other Business**

011.1 Quarterly Asset Maintenance Check

Cllr Whymer agreed to carry out the quarterly check of the Council's assets.

011.2 Parish Forum – 26.10.15

Unfortunately due to the Parish Forum being held during half term week, no one is able to attend. Apologies have already been forwarded to Peter Cresswell, who has organised the meeting, with a request for a copy of the minutes.

011.3 Parish Conference – 4.11.15

The next Parish Conference organised by ECDC is to be held on 4th November 2015 at Mandeville Hall, Burwell. Cllr Taylor should be able to attend.
Council noted that a further letter had been received from the resident concerned about parking in the High Street.
Cllr Taylor informed Council that one of the drains in the High Street as you go out of the village is totally blocked. The Clerk agreed to report.
Part of the footpath to the allotments is very muddy and has been so all summer. The Clerk to report.
The slat still needs to be repaired on the gate at the playground.
Cllr Taylor questioned if the Parish Council should be informed by the school when there are changes of head teacher. Currently there is a temporary head in post to give time for a permanent head of the school to be appointed.
Land advertised as being for sale in Stetchworth is actually in Dullingham.
Several Council Members had taken the opportunity to look around the Amey Cespa Recycling Facilities. The visit had been worthwhile.

201015/012 **Risk Assessments**

Council agreed that there was no need to carry out a risk assessment for any item discussed during the meeting of 20th October 2015.

201015/013 **Date of the next meeting**

The next meeting will be held on 17th November 2015.

Signed

Dated