

Cheveley Parish Council
c/o 47 High Street, Cheveley, Newmarket CB8 9DQ

Chair: Richard Jackson	email: richard.jackson@cheveley.org	Tel: 01638 731850
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MINUTES

Cheveley Parish Council Meeting on
Tuesday 12 January 2016 at 7.30pm
at the Community Room, Cheveley Primary School, Park Road

Present: Cllrs Ian Jackson, Elbrow, Marilyn Jackson, Peel, Thomas, Hadlow, Marvin, Richard Jackson, Noble, Willows and, following co-option and acceptance of office, Cllr Gibson; also present: District Cllr Cresswell

1. **Apologies and approvals for absence** – Cllr Peel’s presence was excused at 9.15pm for a personal commitment
2. **Declarations of Pecuniary, Prejudicial or Personal Interest** in Agenda items – NONE
3. **Approve and sign Minutes** - AGREED and signed
4. **New Councillor, North Ward** – having filed her application with the Clerk on 3rd January 2016 Jane Gibson left the meeting room while the Council voted and unanimously AGREED to co-opt her as a Parish Councillor for Cheveley North Ward with immediate effect, which office Jane Gibson duly accepted by signing an acceptance of office form and then joined the Council meeting
5. **Updates on resolutions (decisions) from past meetings, including reports from councillors and volunteers:** - Report from the Clerk NOTED, as follows:
 - ECDC permission to carry out the tree works in the cemetery conservation area has now been received (Nov.15/10.2/3/5)
 - FSCS 2016 protection limit of £75,000 – opening of the account at Cambridge Building Society to hold reserve account funds has been completed and funds will be transferred shortly (Nov.15/4.1)
 - PA 15/00193/FUL – 1 Spurling Close, Cheveley – appeal to the Secretary of State, written representations required by 10 December 2015 – revised letter sent to Planning Inspectorate who received it on 9 December 2015 (Dec15/6.1)
 - Anglian Water have been contacted to establish the correct (cemetery) account requiring disconnection - revised account information is awaited (Dec15.10.2)
 - Actual precept amount for 2016/17 of £80,000 submitted to ECDC and acknowledged on 4 Jan 2016 (Dec15/7.4)
 - Signed letter to HSBC updating authorisation of Clerk for bank account administration has been lodged with HSBC (Dec15/7.5)
 - Review of list of dog, salt and litter bins completed by Cllr Marvin and sent to ECDC (Dec15/10.3)
6. **Reports from District and County Councillors** – Cllr Cresswell reported as follows:-
 - There will be no increase in ECDC’s element of Council Tax for 2016/17 due to a £500,000 saving in staff costs

Signed by Chair.....Date.....

- The new trading company set up as ECDC's development arm starts business in March 2016 and incorporates Ely market. Company profits will go to ECDC and shareholder interests are channelled through the Asset Committee.
- The company will acquire land to encourage building, as 12,800 new homes are required in East Cambs by 2036. The Local Plan will be rewritten with possible extension of the building envelope to the north of Ely and with southern villages taking a share of new housing. The Chairman identified a particular need for major improvement of local infrastructure / roads in order to keep pace with such new development
- CCC have reviewed their decision to switch off street lighting at midnight and from April 2016 lights will go out at 2am except at junctions and other special needs locations

7. Planning Applications

- 7.1 15/01373/FUL – Woodlands Cottage, 152 High Street, Cheveley – amended plan and access to increase visibility with splay – NOTED, no comments
- 7.2 15/ 01371/FUL – Hillside, 116 High Street, Cheveley – kitchen extension - NOTED, no comments
- 7.3 15/01424/FUL– Cotswolds, Centre Drive CB8 8AN, change of use – NOTED, no comments
- 7.4 15/00339/01498/FUL – Wallhouse Stud, 41 Newmarket Road, Cheveley – demolition of existing bungalow and erection of two storey dwelling – concern expressed by a resident that the dwelling overlooks neighbouring properties NOTED, and AGREED the Clerk is to contact ECDC on the permitted scale and height under prior application 15/00339/FUL
- 7.5 15/1263/FUL – Hildowne, 19 Duchess Drive, Newmarket CB8 8AG – addition of first/two storey side extensions and single storey in-fill at rear – NOTED, no comments
- 7.6 15/01571/LBC – Trees, 77 High St, Cheveley – change of use – NOTED, no comments
- 7.7 TPO E/05/15 – 40 Centre Drive, Newmarket CB8 8AH – lime trees - NOTED, no comments
- 7.8 TPO E/06/15 – Land by 35-39 Meadow Lane/Footpath #11, CB88FZ – hawthorns - NOTED

8. Finance - Payments for consideration this month:

8.1.1	Canalbs Ltd	Mid-year independent internal audit fee for 2015/16	£209.17
8.1.2	HMRC – PAYE	Nov/Dec.2015 total clerk income tax and employee/ employer's NIC	£171.80
8.1.3	Cambridgeshire ACRE	Payroll services Oct/Nov/Dec.2015	£36.00
8.1.4	ECDC	Recreation Ground play area inspections for Nov/ Dec.2015 – 2 x £24ea. by DD	£48.00
8.1.5	Cllr Noble	Hamper/flowers, Chairman's summary (Dec15/11)	£333.95
8.1.6	Cheveley Community Association	PC use of Community Room, 4 meetings x £25ea.	£100.00
8.1.7	E.oN	Nov.2015 street lighting electricity invoice, by DD	£72.31

Signed by Chair.....Date.....

- 8.1.8 Cambridgeshire.County Council Project #14494 Local Highway Improvements at Broomstick Corner £4,985.65

On item 8.1.8 Cllr Marvin reported that the PC contribution to Project #14494 is eligible for refund from ECDC and a s.106 CIL application has been filed

- 8.2 Proposed closure of HSBC current account of the lapsed Cheveley Town Lands Charity with a nil balance, given the Charity Commission closed the charity on 25/7/13 - AGREED
- 8.3 Proposed opening of a second deposit account with 4 signatories as an additional account (in addition to the new Cambridge Building Society account) to hold £70,000 of reserve funds anticipated in excess of the FSCS £75,000 protection limit for the HSBC current account, following receipt of the 30 April 2016 instalment of 2016/17 precept - AGREED
- 8.4 To note receipt of Canalbs Ltd mid-year independent internal audit report (Dec15/4.1) – Cllr Marvin to write seeking certain clarifications from Canalbs Ltd - AGREED
- 8.5 To receive Q3 2015/16 accounts already circulated to councillors – accounts AGREED
- 8.6 Receipt of Recycling Credits from ECDC of £180.00 for Q1 / Q2 2015/16 - NOTED

9. Community/Community Groups

- 9.1 Cllr Ian Jackson gave a presentation on behalf of resident, Nicky Moules about her wish to set up a youth club, following a survey of young people showing support for a safe place in Cheveley to meet friends. The PC asked Cllr Ian Jackson to give a presentation on the criteria, catchments and safeguards required for a club at the next PC meeting - AGREED

10. Pavilion, Recreation Ground, Cemetery and General Maintenance

- 10.1 Discussion draft specifications of parish grass cutting and maintenance contracts for 2016 (Dec15/4.1) were examined and finalised, for Clerk to obtain quotations to be considered at the next PC meeting, and one pair of Rec goalpost sockets to be purchased - AGREED
- 10.2 Quotations received from 3 contractors for work to the cemetery Garden of Rest, trees and wall (Nov.15/10.2/3/5) were discussed and 2 contractors were selected to carry out different sections of the work. The ECDC approved tree works being a priority, this will be coordinated by Cllrs Marvin and Hadlow, and an invoice for £100 raised for Cllr Noble's contribution to felling 2 diseased boundary elms - AGREED
- 10.3 Councillors' proposals for maintaining village footpaths – a proposed appeal to residents to keep safe footpath areas outside their property, free of hazards such as driveway gravel and foliage to avoid pedestrians walking in the road, and any further suggestions, are to be provided to Cllrs Richard Jackson and Elbrow for review at the next PC meeting - AGREED
- 10.4 The Clerk reported on maintenance currently required for the Rec Pavilion defibrillator, and on availability of expert advice on (i) possible new location in Cheveley (Dec15/9.1) and (ii) increasing public awareness. Proposed that the clerk arranges for initial maintenance by Ambulance Service / Community Heartbeat, with future maintenance coordinated through Cllr Marilyn Jackson; suggestions for relocating defibrillator and raising public awareness / a demonstration venue to be discussed at next PC meeting – AGREED
- 10.5 To note reported damage to Zipwire seat in Recreation Ground play area – this was discussed and the damage being superficial, it was NOTED

Meeting ended 10.05pm

Signed by Chair.....Date.....