

# Cheveley Parish Council

c/o 59 West Street, Isleham, Ely, Cambridgeshire, CB7 5SD

<b>Chair: Richard Jackson</b>	<b>email: richard.jackson@cheveley.org</b>	<b>Tel: 01638 731850</b>
<b>Vice chair: Claire Elbrow</b>	<b>email: claire.elbrow@cheveley.org</b>	<b>Tel: 01638 731513</b>
<b>Clerk: Marilyn Strand</b>	<b>email: clerk@cheveley.org</b>	<b>Tel: 01638 780835</b>
	<b>Website: www.cheveley.org</b>	

## MINUTES

Cheveley Parish Council Full Council Meeting on  
**Tuesday 13<sup>th</sup> June 2017 at 7.30pm**  
at the Community Room, Cheveley Primary School, Park Road.

**Present:** Richard Jackson (Chair), Claire Elbrow (Vice Chair), Jane Gibson, James Hadlow, Jaquilyn Hascombe-Brook, Ian Jackson, Sheila Marvin, Brent Noble and Tracey Peel. District Cllr Peter Cresswell and Mr Paul Sutton of Strutt & Parker were also in attendance.

There were 19 members of the public present.

The meeting was opened at 7:30pm.

**17/17/18 Apologies and approvals for absence** – apologies received and accepted from Cllr Sallie Thomas and Cllr Sue Willows (personal).  
County Cllr Mathew Shuter had also sent his apologies for the meeting.

**18/17/18 Declarations of Pecuniary Interest**  
None.

**19/17/18 Open Forum for Public Participation (10 mins)**

Mrs Robinson reported that part of footpath #2 is difficult to walk through due to overhanging vegetation, mostly nettles. Cllr Elbrow said that CCC is currently cutting footpaths throughout the County and therefore this should soon be resolved.

Most residents had attended the meeting to discuss item 23/17/18 Planning Applications and Planning Matters and, in particular, item (d) 17/00703/FUM Land east of the Paddocks. The following concerns were raised in regard to this application:

- Construction traffic and workmen's vehicles – during The Paddocks development these have caused much nuisance and disruption to those living on the High Street and other nearby streets, such as Spurling Close. What guarantee would developers give that vehicles would not be parked on the High Street and in the surrounding area? Mr Paul Sutton, on behalf of the developer, said that a Construction Method Statement would be agreed between ECDC and the developer setting out times of delivery & unloading as well as parking restrictions for workers' vehicles (including conditions re: parking on the pavements). Mr Sutton also confirmed that access to the new site would be from the High Street, through The Paddocks, if planning permission is granted. Any concerns in regard to construction vehicles should be sent to ECDC. The PC will have the opportunity to comment on the Construction Method Statement once it has been compiled.
- The electricity supply had been off for a whole day causing much distress especially to elderly residents living in nearby sheltered housing. Would this happen again? Mr Sutton said that this shouldn't be necessary for the proposed development as the newly built sub-station would be sufficient for the proposed 10 new dwellings.
- Protection fencing should be installed around the entire area of the proposed development during construction.
- The paddock is used as part of the Equine business of Brook Stud – this was disputed by representatives of the Stud who said that it is only used for the family's horses.
- Residents and Parish Councillors feel that the developers have 'cheated' by only building 14 of the proposed 15 dwellings at The Paddocks, deliberately leaving access to the paddock to the east for this development. Cllr Hadlow said that the PC and residents had been treated with disrespect in this regard, and that residents had had to put up with filthy roads, inconsiderate parking of vehicles and discarded rubbish for the last 18 months during construction. Mr Sutton said that he would feed back all comments made to the developer, Lightdoor Ltd. In response to the question 'what is to stop further development into adjacent paddocks', Mr Sutton said that

this couldn't happen as the access off the High Street would be insufficient to support further vehicle movement.

- To ensure that a form of balance on both sides of the argument was afforded to the discussion, the Chairman stated that the existing Paddocks development had proved an asset to the village and in keeping with the high standard of building development expected in the Parish of Cheveley.

The Chair concluded the discussion by asking whether everyone felt they had been able to express their views and that the discussion had been fair, to which the response was positive and without objection. It was agreed to move to item 23/17/18(d) before returning to the order of the agenda.

- 20/17/18 Approve and sign Minutes** of Annual PC meeting held on 9<sup>th</sup> May 2017- AGREED and signed by the Chair with the following amendments:  
Item 5/17/18 13-year-old resident **Master** Peel addressed councillors...  
Item 7/17/18(a)(4) The Clerk and Cllr Marvin will be meeting on Thursday 11<sup>th</sup> May to ~~finalise~~ **review** the Asset Register....  
Item 11/17/18(a) an up-to-date valuation for the pavilion, war memorial and recreation ground **wall** will be obtained...  
Item 13/17/18(a)(1) The survey will be carried out by Prior Associates **which was one of the names provided by** ECDC.  
Item 13/17/18(f) councillors agreed that **Master** Peel had presented a good deal of evidence...

**21/17/18 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)**

- (a) Report from the Clerk of work in progress and actions completed – NOTED as follows:
1. HM Land Registry has confirmed the change of address on the Title Register for the recreation ground (Title no. CB400768).
  2. The Annual Return was posted first class recorded to PKF Littlejohn on 23<sup>rd</sup> May (deadline 12<sup>th</sup> June).
  3. Planning Enforcement has acknowledged our complaint regarding landscaping of the attenuation pond. They agree that landscaping is part of the planning permission however, there is no time limit attached to this condition. Further information is awaited.
  4. The PC's response to the Further Draft Local Plan (suggested sites) consultation was submitted to ECDC on 26<sup>th</sup> May (deadline 31<sup>st</sup> May)
  5. A letter was sent to Network Rail in support of Newmarket Town Council's objections to the proposed closure of the Weatherby crossing. No response has so far been received.
  6. McGregor services have sprayed weed killer either side of the path crossing Pump Green, and either side of the path in the cemetery, free of charge. Tom McGregor has suffered an accident and will be out of action for 6 weeks. All grass cutting services will be maintained during this period however, they will not be able to take on any extra work until Tom returns in mid to late July.

Cllr Ian Jackson said that the goal post sockets had arrived and will be installed in due course.

Cllr Ian Jackson had met with 17 youngsters from the parish to discuss a skate park and other issues raised. It was agreed that the group of youngsters would put together some ideas around what they would like to see the PC provide for their age-group at the recreation ground.

Cllr Marvin said that footpath #1 is now accessible to grass and hedge cutters.

Cllr Marvin said that Dave Joyner has provided a solution to the housing of the McCalmont Cup which will not involve the expense of making a new box but might involve a small charge for a new piece of baize for the base.

Information regarding affordable housing at The Paddocks provided by Cambridge Housing Society will be included in the PC's newsletter – AGREED (with one minor alteration to clarify that it refers to the current development and not the proposed development to the east).

- (b) Improvements to public right of way #2 – this has now been completed. 15 tonnes of planings were delivered to Brook Stud and subsequently laid along the footpath by the Community Payback (CP) team. Cllr Elbow said that it will be interesting to see over the next year how well they bed in and whether the footpath surface is improved by the planings, particularly in wet weather. Cllr Elbow thanked Brook Stud for their kind cooperation in allowing the planings to be delivered to the stud. The Chairman thanked Cllr Elbow for the significant amount of work involved in co-ordinating this project, and Cllr Marvin for stepping in to help co-ordinate both the delivery and the CP team.

- (c) Speedwatch update (written) from Cllr Peel – NOTED. Cllr Peel added that Speedwatch had been carried out in Park Road recently. Of the 78 vehicles that passed the Speedwatch team, 24 were recorded at speeds exceeding 35mph in a 30mph speed limit. (The criteria for reporting vehicles to the police is the speed limit + 10% + 2mph to allow for error.) One vehicle was recorded doing 49mph. With almost one third of the vehicles recorded being found over the speed limit, police have said they will carry out their own speed checks on Park Road in the near future. It is planned to carry out Speedwatch in the Newmarket fringe in the Autumn.

#### **22/17/18 Reports from District and County Councillors (Verbal)**

District Cllr Peter Cresswell reported the following:

- Cllr Cresswell has been voted Chairman of ECDC for the ensuing year and County Cllr Shuter has been voted Chairman of the Highways Committee for CCC.
- The next Parish Forum will be held on Thursday 29<sup>th</sup> June at the Ellesmere Centre, Stetchworth. Mr Lewis Bage from ECDC and a representative from Sanctuary Housing will be attending, and there will be a tour of the Centre for anyone interested.
- A total of 69 additional sites have been put forward by landowners for inclusion in the Local Plan.
- The Local Plan should be ratified next year once ECDC has demonstrated an adequate supply of land for housing.

At the end of this item the meeting resumed the order of the agenda and the Chairman moved to item 20/17/18 Approval of Minutes.

Cllr Cresswell left the meeting at 8:35pm.

#### **23/17/18 Planning Applications & Planning Matters**

- (a) 17/0866/OUT Site to rear of 76 Centre Drive, Newmarket – proposed residential dwelling: NOTED with no comments.
- (b) 17/00795/FUL 57 Duchess Drive, Newmarket – proposed rear extension and loft conversion – NOTED with the following comments:  
CPC objects to this planning application for the following reasons:
- The proposed dormer windows at the rear of the property would not be consistent with, or sympathetic to, the original design of the property or the semi-detached neighbouring property.
  - The size and scale of the dormer windows would create an over-bearing 3-storey dwelling which would dwarf the neighbouring property, spoiling the character of this pair of semi-detached houses.
  - Loss of amenity - the dormer windows would have a direct and uninterrupted view into the garden of the neighbouring property.
  - The size and scale of the skylight in the proposed ground floor extension would mean that residents from the neighbouring property would be able to see directly into the kitchen from their bedroom window.
  - The position of the oven in the proposed new kitchen means it is possible that fumes from any associated extractor fan would blow directly into the neighbouring property's patio area.
- (c) 17/00367/FUL Pump Green House, 160 High Street – 3-bay detached garage block in rear garden. Amendment: Reduction in the ridge height of the proposed garage – NOTED.
- (d) 17/00703/FUM Land east of The Paddocks – residential development of 10 dwellings together with new access from The Paddocks – NOTED with the following comments:  
CPC objects to this planning application in the strongest terms and for the following reasons:
- The proposed development contradicts Cheveley's Planning Policy which was submitted to ECDC in March 2016 following numerous public consultations within the parish; it also contradicts the Cheveley Village Vision produced in 2013 following public consultation.
  - The proposed site falls outside of the development envelope.
  - The proposed development will dramatically alter the layout of the village which is characterised by its linear build on each side of the road.
  - Unsustainability – the cumulative effect of planning applications already approved or put forward for possible development means that Cheveley village would accommodate at least 46 new homes over the next 15 years.
  - The proposed development is on a greenfield site and would effectively be urban sprawl back fill.
  - The majority of the proposed dwellings are large 4-5 bedroom high-end homes. ECDC's Local Plan does not identify a need for such housing.
  - 10 new homes on this site will add a significant number of additional vehicles travelling through the village.

- Physical infrastructure – the public sewerage is nearing capacity in the village with a number of residents reporting raw sewage being washed into their gardens from blocked drains.
- Cheveley Primary School is currently at capacity with a reserve list for some year groups.
- The proposed development does not address the affordable housing needs of the parish.
- The proposed 2.5 storey dwellings are out of keeping with surrounding properties.

For a copy of CPC's full response to this planning application, please contact the Clerk or refer to our website [www.chevely.org/useful-information](http://www.chevely.org/useful-information).

Plans of the proposed development were made available at the meeting by Mr Sutton. Mr Sutton made the following points on behalf of the developer:

- Overall, taking into consideration both The Paddocks and the proposed development to the east, 58% of the dwellings are 2 and 3 bedroom homes.
- The site represents 1.5% of Brook Stud's land and has never been used for commercial equine purposes.

County Cllr Mathew Shuter had 'called in' this application to ECDC's Planning Committee who will consider it at a future meeting. A representative from the PC and from the public can attend the meeting to put forward objections to the proposal.

Cllr Hadlow proposed to object strongly to this application on the grounds summarised, above, and to send a PC representative to ECDC's planning committee meeting to put forward the PC's objections. Councillors voted all in favour (one abstention) and the proposal was CARRIED.

The Chairman made it clear that the decision on this application now rests with ECDC.

Following this item, it was agreed to move to item 22/17/18 before returning to the order of the agenda.

- (e) Letter from Strutt & Parker re: CiL payments for The Paddocks: this was read out by the Chairman for the benefit of members of the public. To clarify, of the £135,630 paid by the developers to ECDC, the PC is given a 15% share amounting to just over £20k to spend on community projects.
- (f) Report on ECDC planning decisions & Tree Works Applications – NOTED.

**24/17/18 Finance – Payments for consideration and approval this month – AGREED.**

(a)	Ref: Payee/Item	Chq. No.	Total	Excl. VAT
	(1) Clerk's payroll Apr 17 – underpayment	100921	£26.96	
	(2) Twin Dots – website support Jun 17	SO	£50.40	£42.00
	(3) Clerk payroll May 17	SO	£1,064.62	
	(4) Pension Contribution (employer) May 17	DD	£12.13	
	(5) Pension contribution (employee) May 17	DD	£9.71	
	(6) Clerk Mileage expenses May 17	100922	£41.85	
	(7) McGregor Services May 17	100923	£1,125.60	£938.00
	(8) ECDC play inspection May 17	DD	£24.00	£20.00
	(9) Eon – street lighting May 17	DD	£91.84	£87.47
	(10) BT telephone/broadband Jan-Mar 17	DD	£95.65	
	(11) Canalbs Ltd (Internal Audit)	100924	£129.98	
	(12) Pettitt Sports (goal sockets)	100925	£282.00	£235.00
	(13) Shoe Doctor – pavilion keys	Petty Cash	£19.50	£16.25
	(14) Cartridge Save	100926	£35.51	£29.59
	<b><u>Total payments for the month</u></b>		<b><u>£3,009.75</u></b>	

**25/17/18 Administration**

- (a) Cheveley Pavilion & Recreation Ground Charitable Trust – report (written) from Cllr Richard Jackson – NOTED. Returns for the previous 3 financial years will be submitted via the Charity Commission's website – AGREED.  
A decision on whether to keep the charity open was deferred to a future meeting – AGREED.
- (b) To note Internal Auditor's report and any actions required – NOTED. Appropriate action will be taken on all valid points made in the report.
- (c) Appointment of Internal Auditor for 2017/18: it was proposed to re-appoint Canalbs Ltd. Councillors voted 8 in favour, 1 against and the proposal was CARRIED. A letter will be sent to the auditor to raise concerns over some of the points made and advice given in the report – AGREED.
- (d) To approve purchase of Grant of Exclusive Rights of Burial Book and Official Burial Receipt Book: it was proposed that these be purchased at a cost of £98.23 +VAT (100 deeds) and £16.40 +VAT (50 receipts) respectively – Councillors voted 8 in favour, 1 against and the proposal was CARRIED.

- (e) PC Newsletter: Cllr Elbrow will write this in liaison with Cllr Hascombe-Brook. Councillors were asked to send suggestions for matters to be included to Cllr Elbrow as soon as possible. Delivery costs were AGREED.
- (f) To consider quotations for the valuation of the War Memorial and Pavilion: Cllr Marvin reported the following quotations for valuing the War Memorial:  
Ivett & Reed gave an estimated valuation of between £50-£70k. A customised valuation would cost £1,150 +VAT.  
Hibbitt's quotation for a customised valuation was £300 +VAT.  
Cllr Marvin proposed to accept Hibbitt's quotation for a customised report which would include a detailed description of the memorial and copies of the lettering.  
It was counter-proposed to agree and accept the estimated valuation given by Ivett & Reed with photographs of the memorial to be sent to the Clerk by Cllr Noble and this was AGREED.  
  
Westley & Huff had provided a quotation of £100 to value the pavilion and this was accepted – AGREED.

**26/17/18 Community/Community Groups**

- (a) Project plan for the Cheveley Community Plan – priority 1 & 2 projects: this item was deferred to the next meeting. Cllr Ian Jackson will update the document ahead of the meeting.
- (b) Nomination of two councillors to represent CPC at the Parish Forum to be held on Thursday 29<sup>th</sup> June 2017 at 7:30pm in the Ellesmere Centre, Stetchworth: Cllr Marvin will attend. Cllr Elbrow will also attend if possible - AGREED.  
Items for the agenda to be forwarded to District Cllr. Cresswell: Sanctuary Housing.
- (c) Request for donation from MAGPAS Air Ambulance: a donation of £100 will be made - AGREED.

**27/17/18 Pavilion, Recreation Ground, Cemetery and General Maintenance**

- (a) Pavilion:
  - (1) Report (written) from the Clerk on bookings and income since being re-opened for hire & to consider employing caretaker for opening/locking up – NOTED. It was agreed to continue to use a contract cleaner on an ad-hoc basis and to see how many bookings come in over the next year.  
It was agreed that users of the recreation ground wishing to use the pavilion's electricity supply would be charged at the normal rate of hire. PAT testing and insurance certificates should be given to the Clerk before hire.
  - (2) Consideration of quotations re: production of feasibility study for a community building and ancillary leisure facilities at the recreation ground: only two quotations had been received due to the specialist nature of the service required. Cllr Ian Jackson proposed to accept the quotation from Cambridgeshire ACRE for £12,600 inclusive of VAT.  
Cllr Elbrow counter-proposed to monitor bookings at the pavilion and to engage with the community up to the 2019 elections in order to gauge the need for a new community centre/recreational facilities and to see if bookings increased. The total number of bookings to date is approximately £500. Cllr Elbrow suggested it was not prudent to spend £12,600 on a study for a facility which was proving to generate such little commercial interest or income. The time lapse and further community engagement would allow for ideas and suggestions to be generated which would hopefully lead to the need for a feasibility report. Councillors voted on Cllr Jackson's proposal 6 in favour, 2 against (1 abstention) and the proposal was CARRIED and therefore a vote on Cllr Elbrow's proposal was not taken. The money will come from the Community Facility (future projects) budget of £15k.
  - (3) Cheveley Primary School re: confirmation of receipt of pavilion toilet keys – NOTED.
- (b) To consider quotations for repair/replacement of car park fencing: three quotations had been received. It was proposed to replace the whole length of the fencing and to accept the quotation from Steven Proctor for £995.71 (VAT not applicable).
- (c) Clothes/fabric recycling bins – to consider ongoing issues with overflow & emptying: this will be discussed again at a future meeting. Cllr Peel will enquire as to whether the school would obtain a large bin from which they could benefit financially.
- (d) Recreation ground boundary wall:

(1) Update on survey of wall: Cllr Marvin said that an initial visual survey of the walls showed no obvious reasons for safety concerns. However, some vegetation needs cutting back and it was AGREED that Cllr Marvin would do this.

(2) Land Registry – application to claim ownership of the wall: an application will be submitted to HM Land Registry – AGREED

(e) Cemetery matters:

(1) Proposed update of regulations (APR17: 13/17/18 (h)(1)).

(2) Proposed update of regulations (APR 17: 13/17/18 (h)(2)).

Both items were deferred to the next meeting.

Cllr Hadlow said that the meadow needs to be cut and the grass cleared; the Clerk will ask McGregor Services to carry this out.

(f) Tree Safety Seminar - to consider expression of interest and commitment of £50-£80 to attend: this item was deferred to a future meeting.

(g) To agree purchase of a replacement litter bin at the entrance to the recreation ground: this item was deferred to a future meeting.

### **28/17/18 Correspondence for Information**

(a) Anglian Water re: transfer of private pumping stations from home/land owners – NOTED.

(b) CCC re: completion of Corporate Energy Strategy – NOTED.

(c) The Voluntary Network re: note of thanks for PC's donation – NOTED.

(d) Cambs Lowland Search & Rescue re: note of thanks for PC's donation – NOTED.

### **29/17/18 Meeting of the Pavilion & Recreation Ground Charitable Trust.**

This item was deferred to a future meeting.

### **30/17/18 Date of Next Meeting.**

11<sup>th</sup> July.

### **31/17/18 Matters for Future Consideration**

None.

The meeting was closed at 10:25pm.

Statutory powers of expenditure relating to this month's payments:

(1) Local Government Act (LGA) 1972, s.112

(2) LGA 1972, s.142

(3-6) LGA 1972, s.112

(7) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214

(8) Public Health Act 1875, s.164; Public Health Act – England; Open Spaces Act 1906, ss.9-10 England; Local Government (Miscellaneous Provision Act 1976, s.19.

(9) Parish Councils' Act 1957, s.3; Highways Act 1980, s.301

(10-11) LGA 1972, s.111

(12) Open Spaces Act 1906, ss.9-10; LGA 1972, s.214

(13-14) LGA 1972, s.111