

# Cheveley Parish Council

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

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## MINUTES

Cheveley Parish Council Full Council Meeting on  
**Tuesday 13<sup>th</sup> November 2018 at 7.30pm**  
at the Community Room, Cheveley Primary School, Park Road.

**Present:** Alison Day, Claire Elbrow (Chair), Jane Gibson, James Hadlow, Jaquilyn Hascombe-Brook, Ian Jackson, Brent Noble, Sheila Marvin, Tracey Peel, Sallie Thomas (Vice-Chair) and Sue Willows. County Cllr Mathew Shuter was also in attendance.

There were 15 members of the public present.  
The meeting was opened at 7:30pm.

### 84/18/19 Apologies and approvals for absence

District Cllr Peter Cresswell had sent his apologies for the meeting.

### 85/18/19 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr Elbrow declared a personal interest in item 90/18/19 (c) – planning application at 47 High Street.  
Cllr Noble joined the meeting at 7:31pm.

### 86/18/19 Open Forum for Public Participation (15 mins)

A resident pointed out that the description of the planning application at land rear of 21-35 High Street was incorrect and needed amending – see item 90/18/19 (b) below.  
A resident spoke in support of the planning application at 47 High Street – please see item 90/18/19 (c) below.

### 87/18/19 Approve and sign Minutes of the PC meeting held on 9<sup>th</sup> October 2018 – AGREED and signed by the Chairman with the following amendment:

Item 79/18/19 (a) “.....Cllr Marvin had obtained a free from ECDC, free of charge, a an Ordnance Survey map of the recreation ground and pavilion....”

### 88/18/19 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)

(a) Report from the Clerk (written) of work in progress and actions completed – NOTED as follows:

1. The repair to the War Memorial was carried out week commencing 15<sup>th</sup> October.
2. Anglian Water (Wave) will send a crew out to Park Road/School Close/High Street to check that rats are unable to egress from the sewers. They advise that baiting sewers does not come under the Water Industry Act and therefore must be carried out by private pest control services as necessary. UPDATE – a man from Anglian Water called whilst on site at Park Road. He had already spoken to two residents in School Close about the issue. He confirmed that he could not bait the sewers and that all man hole covers had been checked and were intact. He also said that the issue should be reported to Environmental Health. The resident at 1 School Close has now done this and Environmental Health have contacted the school and are awaiting a response.
3. Cambridgeshire Highways has confirmed that the redundant posts on Park Road/High Street, outside the school, will be removed within the next 12 weeks (confirmation received 25<sup>th</sup> October 2018). UPDATE – the post on the green has been removed.
4. Individual salaries/pension contributions will no longer be shown on the agenda or minutes as this information is personal and can be withheld. Instead, an item for “staff costs” will show the total amount paid out each month and will include employee’s and employer’s NIC and pension contributions.
5. The tree on the grass crescent at Park Road had to be removed for safety reasons (reported to us by McGregor Services). Hamill Landscaping felled the tree to ground level on Sunday 4<sup>th</sup> November. The work was complicated by a telephone wire running through the tree and the total cost was £350 +VAT.

6. Confirmation is awaited from The Big Green Bus Company as to whether they are happy for the bus pass scheme to be rolled out all year.
7. Cllr Peel has locked the outside toilet at the pavilion and has also reported several small maintenance jobs which need to be undertaken. These have been passed onto the handyman.
8. The defibrillator pads expired at the end of October 2018 and Cllr Peel has replaced these.
9. Cllrs Day, Gibson and Willows will be attending the LHI panel meeting on Thursday 29<sup>th</sup> November.
10. All CiLCA assignments have now been submitted online and assessment of the final unit (7 assignments) is awaited.

Other matters reported at the meeting: -

- The bin on the green at the end of Park Road had not yet been moved and this is being followed up by Cllr Jackson.
- The handyman is coming to replace the bus shelter seating and carry out other small maintenance jobs on 10<sup>th</sup> December. He will also provide a quote for re-building the barbeque and, if acceptable, he will carry out this work in the new year.
- Cllr Marvin said that Sanctuary Housing had confirmed at the Parish Forum that they had not been informed of a rat problem at Schools Close.

- (b) Report from the Parish Forum, Tuesday 30<sup>th</sup> October – Cllr Marvin will circulate a written report in the near future. The Forum now includes 10 parishes as Westley Waterless (a Parish Meeting which meets only once per year) will no longer be involved.

#### **89/18/19 Reports from District and County Councillors (Verbal)**

County Cllr Mathew Shuter reported the following:

- The government has granted £6.6m to Cambridgeshire County Council for the repair of the regions roads but this must be spent by March 2019. A programme of works is currently being drawn up. CCC is enquiring as to whether some of this funding could be used for the repair of footpaths and Cllr Shuter said that Councillors and residents should report damaged and uneven footpaths via CCC's online fault reporting tool.
- Cllr Shuter and Cllr Cresswell had attended a meeting with Newmarket Town and Suffolk County Councillors and this had been very successful. Issues discussed included the closure of Newmarket's recycling centre, development in and around Newmarket and the future of the town's hospital. Cllrs Shuter and Cresswell had stressed the need to be informed on these and other matters given that residents in their Wards largely look to Newmarket for their essential services.
- Road works have now been completed on the A1303 from Quy to Bottisham however, lighting installed to light up new safety measures is awaiting connection by UK Power Networks.
- Ely Southern Bypass is now open however, work is continuing on the underpass and level crossing and this is likely to remain closed for around 12 weeks.

#### **90/18/19 Planning Applications & Planning Matters**

- (a) 18/01350/FUL Beech House, Beech House Stud, Newmarket Road – erection of garage block to replace planning permission 17/00956/FUL – NOTED with no comments.

- (b) 18/01369/OUT Land rear of 21 to 35 High Street – residential development of eight single and two-storey dwellings including demolition to allow access – NOTED with the following comments:

The PC objects to this application in the strongest terms for the following reasons: -

- The proposed development is against Cheveley Planning Policy 2016: it is outside the accepted development envelope and is not a brownfield site.
- The land is part of a larger parcel of land which was put forward to ECDC for inclusion in the Emerging Local Plan for development of up to 25 houses. ECDC rejected this proposal.
- The proposed development is not sustainable in terms of the local economy, social prosperity, the environment, the character of the village and cumulative planning applications.
- Increased vehicular activity on the High Street.
- Capacity of physical infrastructure – drainage and sewerage.
- Lack of school places.
- Impact on the local environment, greenfield and open countryside.
- The presence of a covenant in the Deed which precludes the land to the rear of 21-35 High Street being used for any purpose other than agricultural purposes until 2080.

Detailed copies of the PC's objection are available from the Clerk.

It was agreed not to have the application called-in to Planning Committee.

The Chairman thanked Cllr Hadlow for the considerable amount of work he had put into preparing the PC's comments which were AGREED.

- (c) 18/01556/OUT (PPP) Land at 47 High Street – residential development of four dwellings (currently at pre-application stage with ECDC) – NOTED.  
The applicant asked Councillors to take the following points into consideration: -
- The proposed development is infill and is a brownfield site.
  - The development envelope does not include the existing property at no. 47 but does include the land between the property and the High Street.
  - These points distinguish the development from the proposal at land rear of 21-35 High Street.
- Councillors will take these comments into account when they consider the application at their December meeting.
- (d) 18/01301/OUT Site North West of Cheveley Lodge, Cheveley Park – proposed detached chalet bungalow, parking, access and associated site works – NOTED with the following comments:
- The PC's only concern is for one of its street lights which is located in the vicinity. If it is necessary to move it, or it is damaged in any way by the construction, the PC should be informed.
- (e) To consider proposal for Neighbourhood Plan (Cllrs Day and Hadlow) – the Neighbourhood Plan will focus on planning matters only and should take 12 months to complete. The first step is to designate the area which the plan will cover and it was AGREED that this should be the whole parish.
- (f) Report on ECDC planning decisions & Tree Works Applications – NOTED.

**91/18/19 Finance – Payments for consideration and approval this month – AGREED.**

| (a)  | Ref: Payee/Item                        | Chq. No. | Total            | Excl. VAT |
|------|--|----------|------------------|-----------|
| (1)  | Twin Dots – website support Nov18      | SO       | £50.40           | £42.00    |
| (2)  | Staff costs Oct 18                     | SO       | £1,354.27        |           |
| (3)  | Clerk expenses Oct 18                  | 101104   | £31.05           |           |
| (4)  | Eon street lighting Nov 18             | DD       | £107.86          | £102.72   |
| (5)  | McGregor Services Nov 18               | 101105   | £780.00          | £650.00   |
| (6)  | Green Cloud Hosting – Nov 18           | DD       | £57.46           | £47.88    |
| (7)  | Wave – cemetery water Jul-Oct 18       | DD       | £13.45           |           |
| (8)  | Hibbitt & Sons (Masonry) Ltd           | 101106   | £673.76          | £561.47   |
| (9)  | Community Heartbeat – defib pads       | 101107   | £99.60           | £83.00    |
| (10) | C Bruce re: fixings for flag pole      | 101108   | £36.93           |           |
| (11) | Doxbond Cambridge (security shredding) | 101109   | £48.00           | £40.00    |
| (12) | Big Green Bus Company                  | 101110   | £9.60            |           |
| (13) | Petty Cash top up                      | 101111   | £211.13          |           |
| (14) | Cllr Jackson mileage expenses          | 101112   | £35.55           |           |
| (15) | Hamill Landscapes – urgent tree works  | 101113   | £420.00          | £350.00   |
|      | <b>Total payments for the month</b>    |          | <b>£3,929.06</b> |           |

- (b) To note monies received:
- CiL contributions 18/00094/VAR (Everitt & Gough, Oak Lane) - £5,120.65.
  - Burial fees - £225.00.
- NOTED.
- (c) Conclusion of Audit 2017-18 – further information – NOTED.
- (d) Proposed Q2 2018-19 accounts/bank reconciliation – NOTED.  
It was agreed to move to item 93/18/19 (c) before returning to the order of the agenda.
- (e) To consider draft budget proposal 2019-20 – the proposal was discussed and a final draft will be presented at the December meeting for approval. It was proposed that the precept remain at £80k and this was AGREED.

**92/18/19 Administration.**

- (a) Boundary dispute – to agree annotated map of the boundary to be lodged with the Deed: it was agreed that an independent surveyor should be instructed to draw up an accurate map of the boundary showing clearly the piece of land which will remain the property of the PC but be maintained by the neighbouring landowner. The PC is prepared to pay 50% of the cost of this.
- (b) Purchase of Charles Arnold Baker 11<sup>th</sup> Edition – SLCC member price £103.99 + £7 delivery – AGREED.

- (c) To consider proposal (verbal) from Cllr Elbrow re: Councillor comments on Facebook – Cllr Elbrow said that Councillors who make comments on social media on matters related to the PC should ensure that other users are clear that their comments are personal and are not being made on behalf of the Council.
- (d) To consider Cambridgeshire ACRE membership renewal - £55.50: it was agreed not to renew the PC's membership at this time.

**93/18/19 Community/Community Groups**

- (a) Report (verbal) from Autumn clean-up, Saturday 20 October – Cllr Jackson said that 27 people had taken part in the clean-up, including nine children under the age of eleven. Almost 30 bags of rubbish had been collected, road signs had been cleaned and the welcome gates on Ashley Road had been re-painted. Cllr Jackson thanked all those involved and proposed that another clean-up takes place in the spring, possibly as part of Keep Britain Tidy's 'Great British Spring Clean' initiative.
- (b) To consider distribution of Age UK's "Visiting Support Service for Older People" leaflet – it was agreed to distribute the leaflet to South Ward via The Link and North Ward via distribution by Councillors if sufficient copies could be obtained from Age UK.
- (c) Speedwatch update – a Speedwatch session had taken place on a Sunday morning when, during the course of one hour, 82 vehicles passed by with 16 of these exceeding the speed limit. The Speedwatch equipment will be insured on the PC's policy for an annual fee of £13 – AGREED.

Cllr Day reported that the PC's Local Highways Improvement grant application for speed reduction measures in North Ward had only been partially accepted. The proposed reduction in speed limit from 40mph to 30mph on Ashley Road (Newmarket) had been rejected because the police had stated they would not support this. However, the results of recent traffic surveys were still awaited and CCC had stated that traffic calming entrance features could still be possible on Ashley Road. Cllr Day said that it was important that the dangers of speeding along this stretch of road were not overlooked and that a safe crossing place was also needed for pedestrians wishing to cross the road to use a public right of way. County Cllr Shuter will liaise with Cllr Day to try to resolve these issues.

Cllr Peel left and returned to the meeting during this item.

Cllr Jackson joined the meeting at 8:20pm.

- (d) Update on LED streetlighting – this item was deferred to the next meeting.
- (e) To consider purchase of 2 'No Parking' signs for Pump Green – two signs will be purchased up to a cost of £100 – AGREED. Residents affected had already confirmed their support for the signage.
- (f) To consider dog-tie post(s) for green at junction of High Street and Park Road – it was agreed that the PC would not provide a new post at this time. Cllr Marvin left the meeting during this item.
- (g) To consider donation to the Royal British Legion re: Remembrance Sunday – the PC will make a donation of £100 (including £19 for the wreath) – AGREED. Cheque number 101114 was written at the meeting.

**94/18/19 Cemetery Matters**

- (a) To consider quotations for tree works in the cemetery including Tree Works Application – two quotations had been received and were considered. It was agreed to obtain a third quotation so that three quotations could be compared at the December meeting. Cllr Hadlow will make a Tree Works Application to ECDC. Cllr Marvin returned to the meeting during this item. Cllr Jackson left and returned to the meeting during this item.
- (b) Moles – it was agreed to call out Pest Control Services to deal with the moles.

**95/18/19 Date of Next Meeting & Matters for Future Consideration**

11<sup>th</sup> December 2018; 8<sup>th</sup> January 2019.

The meeting was closed 9:10pm.

Statutory powers relating to this month's payments:

- |  |                                       |
|--|---------------------------------------|
| (1) Local Government Act (LGA) 1972, s.142                   | (9) Public Health Act 1936, s.234     |
| (2-3) LGA 1972, s.112  | (10-11) LGA 1972, s.111               |
| (4) Parish Councils Act 1957, s.3; Highways Act 1980, s.301. | (12) Local Government Act 1972, s.137 |
| (5) Open Spaces Act 1906, ss.9-10.                           | (13-14) LGA 1972, s.111               |
| (6-7) LGA 1972, s.111  | (15) Open Spaces Act 1906, ss.9-10.   |
| (8) War Memorials (Local Authorities' Powers) Act 1923, s.1  |                                       |