

Cheveley Parish Council

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

Chair: Claire Elbrow
Vice Chair: Sallie Thomas
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MINUTES

Cheveley Parish Council Full Council Meeting on
Tuesday 8th January 2019 at 7.30pm
at the Community Room, Cheveley Primary School, Park Road.

Present: Alison Day, Claire Elbrow (Chair), Jane Gibson, James Hadlow, Ian Jackson, Brent Noble, Sheila Marvin, Sallie Thomas (Vice-Chair) and Sue Willows. District Cllr Peter Cresswell was also in attendance.

There were 9 members of the public present.
The meeting was opened at 7:30pm.

114/18/19 Apologies and approvals for absence

Cllr Hascombe-Brook (personal); Cllr Tracey Peel (unwell).
County Cllr Mathew Shuter had also sent his apologies for the meeting.

115/18/19 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr Elbrow declared a prejudicial interest in item 120/18/19(a)(b) and left the room whilst the items were discussed and agreed. Cllr Elbrow reminded Councillors that advice on declaring interests can be obtained from the Monitoring Officer, Maggie Camp, at ECDC. Ms Camp had advised Cllr Elbrow to err on the side of caution when considering whether to declare an interest as this would protect the PC's decision-making process.

It was AGREED to discuss item 120/18/19 Planning Matters once Cllr Hadlow had joined the meeting.
It was also AGREED to discuss item 122/18/19 Clerk's annual leave under confidential matters at the end of the meeting.

116/18/19 Open Forum for Public Participation (15 mins)

None.

117/18/19 Approve and sign Minutes of the meeting held on 11th December 2018 – AGREED and signed by the Chairman.

118/18/19 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 redundant post on the High Street outside the school has still not been removed by CCC and this is being followed up.
 2. The street light outside 48 Moulton Road has been repaired by K&M Lighting.
 3. A cheque has been raised for the PC's donation to Our Special Friends.
 4. The Equal Opportunities Policy and ICO Publication Scheme have been updated on the PC's website.

Other matters reported at the meeting as follows:

- Work is in progress with K&M Lighting to upgrade 27 PC-owned streetlights to LED. The LED lanterns are dimmable between midnight and 5:30am and will save 70-80% electricity. They are also more environmentally friendly than the original sodium lanterns.
- Action Fraud had sent an alert via Neighbourhood Watch of a scam currently doing the rounds. Details will be posted on the PC's website and Facebook page to alert residents.

119/18/19 Reports from District and County Councillors (Verbal)

District Cllr Peter Cresswell reported the following:

- ECDC is taking steps towards forming a not-for-profit company in order to become a registered provider of affordable housing. In due course, this will mean the formation of ECDC Housing Association.
- Three possible schemes for improvements to the A14/A142 junction had been identified during surveys recently undertaken and these will be forwarded to the Government for funding.

As agreed, the Chairman moved to item 121/18/19

121/18/19 Finance – Payments for consideration and approval this month – AGREED with the exception of item

(a) (16) pending discussion of item 122/18/19 (a).

Ref:	Payee/Item	Chq. No.	Total	Excl. VAT
(1)	Twin Dots – website support Jan 19	SO	£50.40	£42.00
(2)	Staff costs Dec 18	SO	£1,240.59	
(3)	SDH Property Maintenance – bus shelter	101123	£620.00	
(4)	Staff costs Dec 18 (cheque issued)	101124	£36.47	
(5)	Clerk expenses Dec 18	101126	£44.55	
(6)	Eon street lighting Jan 19	DD	£107.86	£102.72
(7)	Green Cloud Hosting – Jan 19	DD	£57.46	£47.88
(8)	TBM – ESET renewal 2019/20	101127	£36.00	£30.00
(9)	Christmas tree - festival	101128	£100.00	
(10)	Fairhurst Menuhin & Co	101129	£259.20	£216.00
(11)	Fairhurst Menuhin & Co (£60 deposit paid)	101130	£242.40	£202.00
(12)	Cheveley Community Association	101131	£100.00	
(13)	Barcham Trees – cemetery	101132	£253.20	£211.00
(14)	Cheveley Pavilion & Rec Ground Charity (recycling credits).	101133	£180.00	
(15)	Recreation Ground map	101134	£18.08	
(16)	New Print Ltd – newsletter Dec 18	101135	£248.00	
(17)	Fuller Long Ltd (£360 deposit paid)	101136	£504.00	£420.00
(18)	Our Special Friends (DEC 18: 110/18/19 (e))	101137	£100.00	
	Total payments for the month		£4,198.21	

(b) HMRC Q3 payment - £769.64 cheque no. 101125 – NOTED.

(c) To note monies received:

- ECDC recycling credits (charity) - £180.00

NOTED.

(d) Proposed Q3 accounts/bank reconciliation – this item was deferred to the February meeting.

As agreed, the Chairman continued to item 122/18/19

122/18/19 Administration

(a) Boundary dispute – update: it was agreed to accept the map provided and annotated by the resident and to authorise payment for this (see item 121/18/19 (a) (16)).

(b) Local Elections – May 2019: proposal to distribute information leaflet to residents – amendments to the information included in the leaflet will be made before the February meeting and the leaflet will then be distributed through the PC's distribution provider – Councillors voted 5 in favour, 1 against with 2 abstentions and the proposal was AGREED.

It was noted that an uncontested election will cost £200 per ward i.e. £400 whereas a contested election might cost in the region of £2,000 per ward i.e. £4000 in total.

(c) To consider attendees to the East Cambs Parish Council Conference, Tuesday 29th January, The Beeches, Isleham – no-one is available to attend.

(d) Clerk's annual leave – as agreed, this item was discussed under confidential matters at the end of the meeting.

Cllr Hadlow joined the meeting at 8:05pm and as agreed, the Chairman moved to item 120/18/19 Planning Matters.

120/18/19 Planning Applications & Planning Matters

- (a) Cllr Elbrow left the meeting whilst item 120/18/19 (a) and (b) were discussed and agreed. Cllr Thomas Chaired the meeting in Cllr Elbrow's absence.

18/01713/FUL 47a High Street – erection of new bungalow including single garage – NOTED. It was agreed to respond to this and application 18/01714/FUL together, with the following comments:

The PC objects to these applications for the following reasons (summarised);

- the proposed dwellings would help to create a second tier of housing behind the existing High Street, potentially creating a parallel street which would destroy the linear character of the village.
- the proposed dwellings would create an urban setting as they would block the view of the country side from the road.
- the dwellings would detract from the street scene. In particular, the proposed house would be constructed on elevated ground making it stand 'proud' to the dwellings immediately adjacent.
- the proposed bungalow is outside of the development envelope.
- the proposed dwellings would exit onto the High Street on a bend which is difficult to negotiate, especially as cars parked along the High Street in this area make it impossible to see oncoming traffic. Together with the 4 proposed dwellings at no. 47 High Street, this would mean an unacceptable rise in the number of vehicles exiting onto the High Street in this location.

It was proposed to employ Fuller Long's consultant to write the PC's response to these applications and this was AGREED.

District Cllr Cresswell asked if the PC would like the applications called in to Planning Committee and it was agreed to ask the advice of the planning consultant, Mr Jon Bishop, regarding this. It was also agreed to ask Mr Bishop to speak to Rebecca Saunt, Planning Manager at ECDC.

A member of the public said that the application at 47 High Street had been called in to Planning Committee to be heard on 6th February however, neither District Cllr Cresswell or the PC had been informed of this. It was agreed to ask Mr Bishop whether the PC should ask for the two applications at 47a High Street to be called in and heard at the same meeting. District Cllr Cresswell will await instructions once the PC has received Mr Bishop's advice.

- (b) 18/01714/FUL 47a High Street – erection of new dwelling house and double garage – NOTED. Please see comments under item 120/18/19 (b) above.

- (c) Cllr Elbrow re-joined the meeting at 8:45pm and took the Chair.

18/01769/FUL 7 Home Office Bungalows, Little Green – loft conversion (including rear box dormer and hip to gable extension – permitted development) and first floor extension above rear flat-roofed extension – NOTED with no comments:

- (d) Neighbourhood Plan (NP): Community Engagement – a form to capture the views of members of the public at the consultation events, as well as a poster/flyer, will be sent to all Councillors via email for approval – AGREED. The NP consultation will run in conjunction with the pavilion consultation.
- (e) Proposal for Tree Protection Orders to be placed on significant trees within the parish – it was agreed that Cllrs Hadlow and Elbrow would bring a proposal to a future meeting identifying trees in the parish which might benefit from the protection of a Tree Preservation Order. Areas where trees could be planted will also be identified in the proposal. Cllrs Hadlow and Elbrow will liaise with David Cudby in the first instance, before contacting ECDC tree officer Cathy White for further advice.
- (f) Report on ECDC planning decisions & Tree Works Applications – NOTED.

The Chairman moved back to item 123/18/19.

123/18/19 Community/Community Groups

- (a) To consider correspondence from resident re: volunteering within the parish – this would mainly involve litter picking and it was agreed that the areas in most need of attention are the recreation ground, the roads around the school and the Ashley Road. A Risk Assessment will be completed and the insurance company informed before work begins. It was AGREED to allocate a budget of £50 for litter pickers and hi-vis vests. It was also agreed that it might be possible to ask the two volunteers to carry out a survey of the footpaths in liaison with Cllr Marvin.

- (b) Operation London Bridge – this item was deferred to the next meeting. District Cllr Cresswell will let us know what plans ECDC has in place, however, Cllr Cresswell said that these will almost certainly be centred around Ely. It was therefore agreed to ask Newmarket Town Council about their plans so that the PC can make its own arrangements consistent with those of the local area.
- (c) Update on LHI application – no further correspondence had been received from CCC at the time of this meeting.
- (d) To agree and sign 3-year streetlight maintenance contract with K&M Lighting – AGREED and signed by Cllrs Thomas and Elbrow.

124/18/19 Cemetery Matters

- (a) Tree work – the TPO application is in progress with ECDC and permission should be granted within 6 weeks.

125/18/19 Correspondence for Information

- (a) ECDC re: East Cambridgeshire Tourism Strategy Stakeholder Engagement Session (presentation slides circulated to Councillors by email) – NOTED.

126/18/19 Date of Next Meeting & Matters for Future Consideration

12th February, 12th March, 9th April.

The Chairman moved to item 122/18/19 (d) Clerk's annual leave – as agreed, all members of the public left the meeting and this item was discussed confidentially.

- 122/18/19** Clerk's annual leave – the Clerk's annual leave this year will be covered by Cllrs Elbrow, Willows and Marvin in order to facilitate the preparation of an agenda for one meeting, and minute-taking at another meeting – AGREED.
- (d)

The meeting was closed at 9:30pm.

Statutory powers relating to this month's payments:

- (1) Local Government Act (LGA) 1972, s.142
- (2) LGA 1972, s.112
- (3) Local Government (Miscellaneous Provisions) Act 1953, s.4.
- (4-5) LGA 1972, s.112
- (6) Parish Councils Act 1957, s.3; Highways Act 1980, s.301.
- (7-8) LGA 1972, s.111
- (9) LGA 1972, s.144
- (10-12) LGA 1972, s.111
- (13) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6); Local Authorities' Cemeteries Order 1977.
- (14) Charities Act 2011, ss.298-303; LGA 1972, s.139(1).
- (15-16) LGA 1972, s.111
- (17) Town & Country Planning Act 1990, schedule 1, paragraph 8.
- (18) LGA 1972, s.137