

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 12th February 2019 at 7.30pm
at the Community Room, Cheveley Primary School, Park Road.

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

There were 2 members of the public present.
The meeting was opened at 7.30pm

In the Clerk's absence, the minutes were taken by Cllr Sheila Marvin

127/18/19 Apologies and approvals for absence

Cllr Jackson (work), Jaquilyn Hascombe-Brook (personal).
District Cllr Peter Cresswell had also sent his apologies for the meeting.

128/18/19 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr Elbrow declared a prejudicial interest in items 133/18/19 (d) and (e).

129/18/19 Open Forum for Public Participation (15 mins)

None.

130/18/19 Approve and sign Minutes of the meeting held on 8th January 2019 – AGREED and signed by the Chairman.

131/18/19 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 been re-reported to CCC Highways and should be removed shortly.
 2. Updates to the website this month: - Action Fraud Alert re: HMRC scam; public consultation dates/times/venues; Community Hub online survey; Neighbourhood Plan survey; public consultation information. All public consultations have been advertised on the PC's Facebook page.
 3. 20 bus passes have been issued to youngsters in South Ward over the last month.
 4. An email has been sent to all parish groups/organisations inviting them to submit a report of their activities over the last year for the Annual Parish Meeting.
 5. The Pensions Regulator has confirmed the following increases in pension contributions from 6th April 2019: - Employer minimum contribution 3% (previously 2%); Employee minimum contribution 5% (previously 3%).
 6. The rate per elector for s.137 donations for 2019/20 is £8.12.
 7. The electricity bill for street lighting has significantly reduced since the installation of LED lanterns. Recent bills had been around £107 however, the latest bill received is for just £38.49.

Other matters reported at the meeting:

- The Clerk will attend a one-hour information session at ECDC on Tuesday 26th February regarding the Local Elections.
- There are two street lights on Kingsmead not working. These are not owned by the Parish Council or Cambridgeshire County Council but are privately owned by the developer.

- Cllr Day and one other Councillor might attend a meeting at Ely Police Station on 13th March regarding traffic management and the Local Highways Initiative.
- Neighbourhood Watch has requested that a 2-page notice be posted on the PC's website regarding Police no longer handling most lost and found property.
- The street light inventory from K&M Lighting has been received and passed onto the Clerk.
- Cllr Elbow has a complete set of keys although one isn't working and needs to be re-cut.

NOTED.

132/18/19 Reports from District and County Councillors (Verbal)

County Councillor Mathew Shuter reported the following:

- The County Council has carried forward a deficit of £4m.
- They have raised their share of the Council Tax by 2.99% for 2019/20 for adult social care and children's services.
- CCC Highways are filling more potholes than are being reported; there are about 1,000 still outstanding. They are working with Eastern Alliance which is made up of other Councils in East Anglia and have invested in new, wider road servicing equipment which eliminates weak joints in road surfaces.
- A specific fund of £900k has been created for repairing pavements. Priority will be given to areas used by vulnerable groups e.g. the elderly, and near schools.
- CCC will not be closing any libraries but will be opening three new ones. Ideas are being sought for additional uses for library spaces e.g. flu jabs, employment information, well-man and well-woman clinics. Two new library busses are being purchased to replace old ones.

133/18/19 Planning Applications & Planning Matters

- (a) 18/01766/VAR 5 Saxon Street Road – to vary condition 1 (use) of the previously approved application E/65/176 for the erection of a detached and a pair of semi-detached dwellings: this had been approved at the time of this meeting – NOTED.
- (b) 18/01593/FUL & 18/01603/LBC Trees, 77 High Street – proposed cart lodge. AMENDMENT – change in location of outbuilding – WITHDRAWN.
- (c) 18/01807/FUL Glebe Stud, Park Road – erection of new horse walker, erection of roof to existing horse walker, creation of all-weather paddock, woodchip track and carrstone track – NOTED with no comments.
- (d) Cllr Elbow left the meeting whilst item 133/18/19 (d) and (e) were discussed and agreed. Cllr Thomas took the Chair.
18/01556/OUT Freshwinds, 47 High Street – erection of 3 no. new dwellings and access drive, changes to parking for no. 45 and widening of drive to no. 47. AMENDMENT – amended plans, description and removal of 'layout' from detailed consideration – NOTED.
The PC objects to this application for the same reasons as previously put forward: -
- Principle of development and impact on character of the village.
 - Impact on residential amenity.
 - Landscape character and impact on trees.
 - Highways, vehicular access and refuse collection.
- A letter outlining these objections had been drafted by Fuller Long and this was APPROVED for sending to ECDC. An additional letter regarding information on the refusal of planning permission at 18 Newmarket Road will also be sent as part of the PC's objection.
- (e) Cheveley/TPO/01/19 47a High Street – notice of a Tree Preservation Order placed on T1 Larch effective 14th January 2019 – NOTED.
- (f) Cllr Elbow returned to the room and resumed the Chair.
19/00103/FUL Glebe Stud, Park Road – erection of stud office – NOTED with no comments.
- (g) TPO E/06/18 Land at 45 & 47, and rear of 45 & 43 High Street – outcome of ECDC Planning Committee decision, 6th February meeting – NOTED.
- (h) Neighbourhood Plan – the online survey will close on 22nd February. Results from both the online survey and paper responses will be collated and brought back to the next meeting. Volunteers for a Steering Group have been identified from amongst the responders. Cllrs Day and Hadlow will draft a newsletter,

which will include a map of the parish and a questionnaire, for consideration at the March meeting. The newsletter will then be distributed to each household in the parish – AGREED.

- (i) Report on ECDC planning decisions & Tree Works Applications – NOTED.
- (j) To consider a street name for the development at 2 Oak Lane – it was proposed by Cllr Peel, following her research into the matter, to put forward the name 'Hobbs Warren' and this was AGREED.
- (k) To consider quotations for replacement planning consultant for future planning applications and advice on the Neighbourhood Plan – a quotation from Strutt & Parker was considered and AGREED.

134/18/19 Finance – Payments for consideration and approval this month: - AGREED.

(a)	Ref:	Payee/Item	Ref:	Total	Excl. VAT
(1)		Twin Dots – website support Feb 19	SO	£50.40	£42.00
(2)		Staff costs Jan 19	SO	£1,336.92	
(3)		Clerk expenses Jan 19	101138	£40.50	
(4)		Eon street lighting Feb 19	DD	£38.49	36.66
(5)		Green Cloud Hosting – Feb 19	DD	£57.46	£47.88
(6)		Euroffice – stationery	101139	£53.76	£44.80
(7)		SLCC – Practitioners' Conference	101140	£339.00	£299.00
(8)		JCS Bookkeeping Services – payroll Dec 19 & set up costs	101141	£81.30	£67.75
(9)		BT telephone/broadband Jan-Apr 2019	DD	£116.20	
(10)		D2D Distribution - newsletter	101142	£348.00	£290.00
(11)		New Print Ltd - newsletter	101143	£188.00	£169.00
(12)		Wave – cemetery water Oct 18-Jan 19	DD	£17.52	
(13)		Pest Control Services – moles at cemetery	101144	£70.00	
(14)		K&M Lighting Services – supply LED	101145	£7,614.00	£6,345.00
(15)		K M Lighting Services – maintenance Feb 2019-Jan 2020	101146	£243.00	£202.50
(16)		Fuller Long re: 47 High Street	101147	£374.40	£312.00
(17)		Grant to Pav & Rec Ground Charity	101148	£8,523.94	
(18)		JCS Bookkeeping Services – payroll Jan 19	101149	£33.00	£27.50
		Total payments for the month		£19,525.89	

- (b) To note monies received:
 - £100 Stetchworth Parish Council re: SLCC Practitioner's Conference.
 NOTED.
- (c) Grant request from Pavilion & Recreation Ground Charity for expenses incurred as follows:
 - Fenland Leisure - £1,361.74; New Print - £62.40; PCH Associates - £336.00; PCH Associates £207.26; Fire & Safety Solutions - £210.54; Green Wood Tree Surgery - £5,346.00; plus contingency to year end - £1,000.00.**TOTAL: £8,523.94**
 AGREED.
- (d) Proposed Q3 accounts/bank reconciliation – AGREED.

135/18/19 Administration.

- (a) Boundary dispute update – this item was deferred to the March meeting as Councillors had not been given sufficient time to review the draft Deed of Easement.
- (b) Local Elections – May 2019: to approve final draft of information leaflet for distribution – AGREED.
- (c) To consider quotations for provision of payroll from April 2019 – it was AGREED to accept the quotation from MHH Partnership for £22.25 per month.
- (d) Proposal to hold Annual Parish Meeting on Tuesday 23rd April – AGREED.
- (e) To consider attendees to the Parish Forum on Tuesday 26th February, 7:30pm, Kirtling Village Hall – Cllrs Elbrow, Marvin, Willows and Gibson will attend.

- (f) To consider information on Councillors' Declarations of Interest – this item was deferred to the March meeting.

136/18/19 Community/Community Groups

- (a) Speedwatch – to note report from South Ward sessions carried out October 2018 - NOTED.
- (b) To consider purchase and instalment of additional dog foul bin on Somerset Court – AGREED. The bin will cost £214.08 +VAT plus installation costs and will be affixed to lamppost no. L7UBG on Spurling Close, just before Somerset Court.
- (c) To consider taking part in Keep Britain Tidy's Great British Spring Clean 22nd March – 23rd April – actions to be considered at the March meeting. Councillors thanked a North Ward resident who voluntarily litter-picked the Ashley Road from Side Hill Stud to the New Wellington public house.
- (d) Proposal to raise the budget for equipment for volunteer litter pickers to £500 to include rings to hold open bags, fluorescent jackets, picker sticks – AGREED.

137/18/19 Cemetery Matters

- (a) Tree work – approval for necessary tree work has been received from ECDC. The quotation from Green Wood Tree Surgery for £1,560 +VAT was accepted and AGREED.

It was reported that the first tap on the right on the water collector needs a replacement washer.

138/18/19 Correspondence for Information

- (a) Our Special Friends re: thank you for donation – NOTED.

139/18/19 Date of Next Meeting & Matters for Future Consideration

12th March 2019
Neighbourhood Plan draft newsletter
Boundary dispute/Deed of Easement
Councillors' Declaration of Interest
Suggested actions for Keep Britain Tidy Spring Clean-up.
Operation London Bridge
Agenda items for Annual Parish Meeting

The meeting was closed at 8:58pm.

Statutory powers relating to this month's payments:

- (1) Local Government Act (LGA) 1972, s.142
(2-3) LGA 1972, s.112
(4) Parish Councils Act 1957, s.3; Highways Act 1980, s.301.
(5-9) LGA 1972, s.111
(10-11) LGA 1972, s.142
(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.
(14-15) Parish Councils Act 1957, s.3; Highways Act 1980, s.301.
(16) Town & Country Planning Act 1990, Schedule 1, paragraph 8
(17) Charities Act 2011, ss.298-303; LGA 1972, s.139(1).
(18) LGA 1972, s.111