

Cheveley Parish Council

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

Chair: Claire Elbrow
Vice Chair: Sallie Thomas
Clerk: Marilyn Strand

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MINUTES

Cheveley Parish Council Full Council Meeting on
Tuesday 12th March 2019 at 7.30pm
at the Community Room, Cheveley Primary School, Park Road.

Present: Alison Day, Claire Elbrow (Chair), Jane Gibson, Ian Jackson, Sheila Marvin, Tracey Peel, Sallie Thomas (Vice-Chair) and Sue Willows. District Cllr Peter Cresswell was also in attendance.
Clerk: Marilyn Strand.

There were 2 members of the public present.
The meeting was opened at 7:30pm.

140/18/19 Apologies and approvals for absence

Cllr Hadlow (work commitments); Cllrs Hascombe-Brook and Noble (personal).

141/18/19 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr Elbrow declared a pecuniary interest in item 146/18/19 (i) – response to Planning Committee minutes.

142/18/19 Open Forum for Public Participation (15 mins)

None.

143/18/19 Approve and sign Minutes of the meeting held on 12th February 2019 – AGREED and signed by the Chairman with the following amendment:

Item 133/18/19 (j): "...it was proposed by Cllr Peel, following her research into the matter, to put forward the name 'Hobbs Warren' and this was AGREED.

144/18/19 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 now been removed.
 2. The McCalmont Cup notices have been posted up on parish boards and the PC's website – so far, no nominations have been received.
 3. The Clerk attended a one-hour training session at ECDC on Tuesday 26th February regarding the upcoming elections.
 4. The Local Council Elections leaflets were distributed to residents on Saturday 23rd February.
 5. Green Wood Tree Surgery carried out tree works in the cemetery on the 4th, 5th and 7th March.
- (b) Report from the Clerk (written) from SLCC Practitioners' Conference 2019 – NOTED.
- (c) Report from the Parish Forum held on Tuesday 26th February – Cllr Marvin gave an overview of the meeting and will send out a summary by email within the next few days.

Cllr Marvin had conveyed to the Deputy Leader of ECDC, Cllr Anna Bailey, that no members of the current Planning Committee live in the south of the district i.e. the villages south of Newmarket, and therefore this area is not represented when planning decisions are made. The PC had received a sympathetic response from Cllr Bailey.

145/18/19 Reports from District and County Councillors (Verbal)

District Cllr Peter Cresswell reported the following: -

- Following the local elections on 2nd May, there will be a reduction in the number of District Councillors from 39 to 28. The make up of the Council is likely to be significantly different after the election and this will also affect the make-up of the Planning Committee.
- Cllr Cresswell will not be standing in the local elections.

Signed: Approved and signed by the Chairman. Dated: 9th April 2019

- Regarding the Local Plan, Cllr Cresswell said that ECDC's intention had been to enable local communities to have input into the future of development in their localities. However, the planning inspector had dismissed all the policies relating to the character of villages in the district. With no right of appeal against this, ECDC had withdrawn the Plan from its examination.

146/18/19 Planning Applications & Planning Matters

- (a) 19/00160/VAR Everitt & Gough, 2 Oak Lane – variation of condition 3 (materials) of previously approved 17/01806/RMA for reserved matters application for erection of eight detached dwellings – NOTED with no comments.
- (b) 19/00244/FUL Trees, 77 High Street – proposed new flint wall and gated entrance – NOTED with no comments.
- (c) 19/00210/FUL 155 High Street – conversion of outbuilding and extension to side to provide family games room – NOTED with no comments.
It was agreed to write to the applicant at 155 High Street to ask for the flint wall, which is covered in ivy and leans into the High Street, to be checked for safety during the conversion of the outbuilding which it is connected to.
- (d) 19/00199/FUL 89 Duchess Drive, Newmarket – single-storey side extension incorporating the existing garage. New attached garage to front of elevation – NOTED with no comments.
- (e) 19/00103/FUL Glebe Stud, Park Road – erection of stud office – NOTED with no comments.
- (f) 19/00187/FUL Exercise Barn & Feeding House, White Lodge Stud, Broad Green – erection of horse walker – NOTED with no comments.
- (g) Development at 2 Oak Lane – Street Naming Consultation and further information – NOTED.
- (h) Withdrawal of the Draft Local Plan from its independent examination – correspondence from ECDC NOTED.
Cllr Elbrow stood down from the Chair and left the meeting whilst the following item was discussed. Cllr Thomas took the Chair.
- (i) To note response to ECDC Planning Committee minutes, 6th February meeting – it was noted that Cllr Hadlow had asked the PC's planning consultant to draft a response and this was AGREED.
Cllr Elbrow returned to the meeting and resumed the Chair.
- (j) Neighbourhood Plan:
1. To review public consultations data – there had a been a good amount of responses to the survey and the raw data resulting from this had been circulated and was noted. A number of people interested in being involved with the NP had also been identified from the surveys. From these, a Steering Group will be formed and will evaluate the data received. The Group will then begin to put together a draft document outlining the NP's aims and objectives.
 2. To consider draft newsletter for distribution – this was deferred to a future meeting.
- (k) Report on ECDC planning decisions & Tree Works Applications – NOTED.

147/18/19 Finance – Payments for consideration and approval this month – AGREED.

Ref:	Payee/Item	Ref:	Total	Excl. VAT
(1)	Twin Dots – website support Mar 19	SO	£50.40	£42.00
(2)	Staff costs Feb 19	SO	£1,336.92	
(3)	Clerk expenses Feb 19	101150	£93.15	
(4)	Eon street lighting Mar 19	DD	£39.63	£37.74
(5)	Green Cloud Hosting – Mar 19	DD	£57.46	£47.88
(6)	New Print – election leaflet	101151	£203.00	
(7)	Charity – pavilion income	101152	£525.00	
(8)	D2D Distribution – election leaflet	101153	£270.00	£225.00
(9)	Green Wood Tree Surgery - cemetery	101154	£1,872.00	£1,560.00
	Total payments for the month		£4,447.56	

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- (b) To note monies received:
 - HMRC VAT refund Q3 - £899.37
 - NOTED.
- (c) To consider correspondence from Barclays Bank: signatory required to action – Barclays had said it would close the account on the 17th May due to a lack of transactions being put through. However, it was agreed to take up the option of keeping the account open and Cllr Thomas will liaise with the bank to facilitate this.

148/18/19 Administration.

- (a) Boundary dispute – to consider & sign final Deed of Easement – the Deed was AGREED and signed by the Chairman, and independently witnessed by a member of the public.
- (b) Correspondence from resident re: golf on recreation ground – following advice from the PC's insurance company, it was agreed that the PC is not liable to pay compensation in this case.
- (c) To consider quotation for CPR and AED Training for up to 16 persons: £120.00 – it was agreed to raise this at the next Parish Forum so that other parishes can also benefit. It's possible the training could then run in the Autumn if enough people sign up to undertake it.
- (d) Proposal to change of date for Annual Parish Meeting re: purdah, and consideration of draft agenda – it was AGREED to change the date to Tuesday 21st May or Tuesday 28th May depending on the availability of the Community Room, preferably the 21st.
The draft agenda was AGREED with minor changes.

The Annual Meeting of the Council will be held on Tuesday 14th May.

- (e) Invitation to Civic Reception from ECDC Chairman, Cllr Peter Cresswell – Friday 22nd March, 7:30pm to 9:30pm, Ely Cathedral: Cllrs Elbow and Hadlow will be attending.
- (f) To consider information on Councillors' Declarations of Interest – NOTED. The Chairman reiterated the importance of ensuring that pecuniary and non-pecuniary interests are declared as necessary in order to protect Councillors and the PC. The Monitoring Officer at ECDC, Maggie Camp, advises Councillors to err on the side of caution when deciding whether an interest should be declared.
- (g) Operation London Bridge – Cllr Day and the Clerk will work together to prepare a plan for the PC to action in the event of the death of a senior national figure.

149/18/19 Community/Community Groups

- (a) Open Meeting with Lucy Frazer MP, Tuesday 9th April, 5pm to 7pm – NOTED.
- (b) Dog fouling – a number of dog fouling signs and stickers were given to some Councillors who will put them up in their areas. Councillors were asked to let the Clerk know where the signs and stickers had been placed so that ECDC can be informed.
- (c) Keep Britain Tidy Great British Spring Clean – it was agreed to hold a parish litter pick on Saturday 30th March from 10am to 12pm. The event will be advertised on the PC's website and Facebook page under the banner of the Keep Britain Tidy campaign. Equipment will be borrowed from ECDC.

150/18/19 Cemetery Matters

- (a) Cut & harrow of wild flower meadow – it was agreed to ask McGregor services to do this before the cemetery spring clean so that the wildflower seed can be sown on the same day.
- (b) Date for cemetery spring clean & wild flower planting – this will take place on Saturday 23rd March between 10am and 12pm.
- (c) To consider request for interment of ashes of non-residents – it was AGREED that the request can be fulfilled only if the ashes can be interred in an existing family grave in the new area of the cemetery (with the permission of the grave owner).

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It was AGREED that the following item be discussed to the exclusion of members of the public and the press due to the sensitive nature of some of the information to be shared.

151/18/19 CONFIDENTIAL MATTERS

- (a) Dealing with neighbourhood concerns – following discussion of the issues the PC has been facing, it was AGREED that a standard response will be drafted stating that the ‘Parish Council will discuss the matter raised at its next meeting’. Any urgent matters will be dealt with as necessary between meetings.

152/18/19 Date of Next Meeting & Matters for Future Consideration

Grant of Exclusive Rights of Burial – length of time.

The meeting was closed at 8:40pm.

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) LGA 1972, s.111
- (6) LGA 1972, s.142
- (7) Charities Act 2011, ss.298-303; LGA 1972, s.139(1).
- (8) LGA 1972, s.142
- (9) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6); Local Authorities' Cemeteries Order 1977.

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