

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 14th January 2020 at 7.30pm
at the Community Room, Cheveley Primary School, Park Road.

Present: Alison Day, Claire Elbrow (Chairman), Richard Fullerton, Jane Gibson, James Hadlow, Sheila Marvin, Brent Noble, Sallie Thomas (Vice-Chair) and Sue Willows. Clerk: Mrs Marilyn Strand.
District Cllr Alan Sharp was also in attendance.

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

111/19/20 Apologies and approvals for absence (LGA 1972, s85.)
None.

112/19/20 Councillor Vacancies.
There are two vacancies on the PC for co-option; no applications had been received.

113/19/20 Declarations of Pecuniary and Non-Pecuniary Interests
Cllr Thomas declared a non-pecuniary interest in item 118/19/20 (f) – planning re: Brook Stud.

114/19/20 Open Forum for Public Participation (10 mins)
A member of the public mentioned that trees and vegetation overhanging the footpath from Church Lane to the cemetery is becoming a problem.

115/19/20 Approve and sign Minutes of the PC meeting held on 10th December 2019 – AGREED and signed by the Chairman with the following amendments: -
Item 102/19/20 'Other matters reported at the meeting – Cllr Marvin had cleaned and tidied the telephone box at Broomstick Corner. *Permission was given for additional shelving to be added*'.
Item 107/19/20 (a) 'Verge cutting- Cllr Fullerton ~~is~~ has been liaising with CCC Highways....'

116/19/20 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)
(a) To note report from the Clerk (written) of work in progress and actions completed – NOTED as follows: -

1. Bank signatories – HSBC and Nat West mandates have been submitted and confirmation of the changes is awaited. The Cambridge Building Society has confirmed that they have made changes to the account but have not specified which changes. This will need checking by a signatory to make sure the account details are up to date. UPDATE on Cambridge Building Society: Cllr Thomas visited the branch and they confirmed that two new signatories had been added to the account.
2. The Unity Trust savings account is now open and the Clerk has read-only access to the account online. Funds from the closed Barclays account will be transferred via cheque from HSBC.
3. The handyman was not able to install the dog bin on Spurling Close as there were screws missing from the fixings. These have now been sent and the bin should be installed shortly.
4. Trees for the cemetery had cost £96 more than expected as a slightly different species had to be ordered because our original choice was out of stock. The tree planting featured as a piece in the Newmarket Journal, with photograph, on 2nd January.
5. The new Cambridgeshire Archives building in Ely is now open and accepting deposits of records.
6. A place has been booked for the Clerk to attend the SLCC Practitioners' Conference which takes place on 26th and 27th February.
7. The Community Room has been booked for Tuesday 21st April for this year's Annual Parish Meeting.

Other matters reported at the meeting: -

- The Neighbourhood Policing Team has been informed of the parking issues around the school at pick up and drop off times and will investigate further.
- The installation of the dog bin was delayed due to missing screws which hold the bin to the post. The handyman is picking up the parts this Friday.
- The handyman is sourcing Royal Mail red paint for the telephone box at Broomstick Corner and the work will be carried out in the spring, or when the weather is more settled.
- Wetherby Crossing – a letter has been written in consultation with Newmarket Town Council and sent to the Planning Inspectorate.
- Speed reduction measures in North Ward – costs for the scheme were received after the agenda for this meeting was posted and will therefore be considered at the February meeting.
- Cllr Marvin had corrected the name of the Anglican church on the National Heritage List to The Church of St Mary and the Holy Host of Heaven.
- One of the PC's streetlights outside Cobham Antenna's had been taken down during the development at Oak Lane. The LED lamp and post are estimated to be worth around £500. Cllr Marvin has been trying to establish who is responsible for its disappearance and will now escalate the matter with Cambridgeshire County Council.
- Cllrs Hadlow and Noble will meet on Saturday 25th January to investigate overhanging vegetation along the path way and over the water tank.

117/19/20 Reports from District and County Councillors (Verbal)

District Cllr Sharp reported the following: -

- A Bus Review Working Group has been set up by ECDC, Chaired by Cllr Sharp. In March this year, the Group is to conduct a district-wide public consultation into bus services, cycle paths and walking routes. The consultation questionnaire will be distributed to every household in the district via Royal Mail. District Cllrs will also be available at open evenings/afternoons to promote the consultation and answer questions. Completed questionnaires can either be posted back to ECDC, or left in drop-boxes which will be set up at local shops and businesses. The survey will also be available for completion online.
- A temporary TPO has been applied to two trees at 53 High Street. The consultation on the TPO runs for six months. (The PC had been notified of this after the agenda for this meeting was published and will therefore discuss it at the next meeting).
- Kevin Drane had been appointed Senior Tree Officer at ECDC following the retirement of Cathy White last year.

118/19/20 Planning Applications & Planning Matters

- (a) 19/01730/FUL Glebe House, High Street – re-design of front garden including re-shaping of drive, installation of fountain and revision of planting – NOTED. Councillors agreed that the proposed garden design was very pleasing.
- (b) 19/01669/OUT Site north-west of Cheveley Lodge, Cheveley Park – construction of detached one-and-a-half storey dwelling, parking, access and associated site works: application and amendment (amendment to show site within the red line) – NOTED with the following comments: -
The PC objects to this application for the following reasons: -
- The PC put forward no objection to the previous application on this site however, we have taken into account the grounds for refusal set out by ECDC to the previous application (18/0301/OUT) namely harm to or loss of environmental features, the unreasonable expectation that the neighbouring landowner would be expected to manage trees in a way which would allow the proposed development, and that it would give an overly cramped appearance and be an overdevelopment of the site due to the scale and proximity to the boundaries of the site.
 - We note that the Conservation Officer has recommended refusal of this application and the PC concurs with this.
- It was also noted that there had been some changes in membership of the PC since the previous application was considered.
- (c) 19/01745/FUL 114 High Street – first-floor extension to existing bungalow – NOTED with no comments.
- (d) Working with local Parish Councils against over-development – Cllr Fullerton said there had been some interest from neighbouring Parish Councils in joining together to fight unwanted development. It was agreed to defer the arrangement of a meeting between PCs to a future agenda.
- (e) Neighbourhood Plan: update on draft – this is being reviewed.

- (f) Response from ECDC re: refusal of 19/01058/FUL Brook Stud – erection of two purpose-built container homes – NOTED. The Clerk will ask ECDC why permission for a fourth house, granted in 2008, is still valid.
- (g) Correspondence from resident re: speed limit at Hobbs Warren – NOTED. Cllr Thomas said that she had also heard concerns from other residents regarding the speed of vehicles on this stretch of road, and the lack of a pedestrian footpath, which mean the area is quite dangerous for residents accessing the development at Oak Lane on foot. The PC had asked for the speed limit to be reduced as one of the conditions of planning permission, but this had not been ratified by ECDC. Gates at the entrance to the village in this location had also been asked for by the PC and refused. Cllr Marvin will take this matter up with CCC Highways.
- (h) Report on ECDC planning decisions & Tree Works Applications – NOTED.

119/19/20 Finance – Payments for consideration and approval this month – AGREED.

(a)	Ref: Payee/Item	Chq. No.	Total	Excl. VAT
(1)	Twin Dots – website support Jan 20	SO	£50.40	£42.00
(2)	Staff costs Dec 19	SO	£1,483.04	
(3)	Clerk expenses Dec 19	101239	£31.05	
(4)	Eon Street Lighting Jan 20	DD	£41.84	£
(5)	McGregor Services – Dec 19	101240	£120.00	£100.00
(6)	ECDC Play area inspection Dec 19	DD	£30.00	£25.00
(7)	Green Cloud Hosting – Jan 20	DD	£47.88	£39.90
(8)	MHH – payroll services Dec 19	DD	£26.70	£22.25
(9)	Barcham Trees – cemetery	101241	£1,549.20	£1291.00
(10)	TBM – 6 month/4-hour IT support	101242	£259.20	£216.00
(11)	TBM – ESET security annual renewal	101243	£33.00	£27.50
(12)	Pest Control Services	101244	£65.00	
(13)	Petty Cash top up	101245	£228.57	
(14)	Cartridge Save – printer inks	101246	£99.20	£82.67
(15)	Eurooffice - stationery	101247	£35.65	£29.70
(16)	McGregor Services – cemetery meadow	101249	£108.00	£90.00
	Total payments for the month		£4,208.73	

Funds transfer – HSBC to Unity Trust £80,000 re: closed Barclays account – cheque no. 101248 – NOTED.

- (b) To note monies received: -
- VAT refund for Charity expenses 2018-19 - £3,660.55. NOTED.
- (c) Proposed Q3 accounts and bank reconciliation – NOTED.

120/19/20 Administration.

- (a) Councillors' Register of Interests and Dispensation Applications – all Councillors declared a pecuniary interest in the Pavilion & Recreation Ground Charitable Trust, and this was updated on their Register of Interest forms for submission to ECDC. All Councillors applied for, and were granted, a dispensation under section 33(2) of the Localism Act 2011 allowing them to participate in any matter under consideration pertaining to the Trust.
- (b) To consider attendees to the Parish Forum, Monday 20th January, 7:30pm, Community Room, Cheveley – Cllrs Gibson, Marvin and Willows will attend. No items for the agenda were put forward by Councillors.

121/19/20 Community/Community Groups

- (a) Verges – Cllr Fullerton proposed that temporary posts be placed on verges between Broad Green and Saxon Street to protect the verges from damage by HGVs and tractors mounting the verge to avoid oncoming traffic. The posts would be installed in early February and taken out again by the 1st of April at the latest, and it was hoped that they would help to slow traffic down so vehicles could pass more easily. Councillors voted on the proposal 5 in favour and 4 against and the proposal was CARRIED.
- (b) Proposal to pay cost of dropped kerb markings on Spurling Close/Somerset Court – approximate cost £300 – AGREED. The Scheme Manager for Sanctuary Housing had requested this as there are ongoing issues with people parking vehicles over dropped kerbs. This means that residents with mobility issues are forced to go up and down the kerbs. It was agreed that Cllr Marvin would begin the application process with CCC.

122/19/20 Cemetery Matters

- (a) Memorials risk assessment – AGREED with minor amendments.
- (b) To agree work required by memorials risk assessment – there are 4 memorials which require urgent attention and the handyman will be asked to repair these.
- (c) To agree Memorial Management Policy – this item was deferred to the next meeting.

123/19/20 Correspondence for Information

- (a) ECDC re: waste collections on private and unadopted roads – NOTED.
- (b) Citizens Advice Rural Cambs re: thank you for donation – NOTED.

124/19/20 Date of Next Meeting & Matters for Future Consideration.

11th February.

Planning application for new stud in Ashley.
Neighbourhood Plan.
North Ward speed reduction measures – costings.

The meeting was closed at 8:50pm.

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.
- (5-6) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6); Local Authorities' Cemeteries Order 1977.
- (7-8) LGA 1972, s.111
- (9) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6);
- (10-15) LGA 1972, s.111
- (16) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6); Local Authorities' Cemeteries Order 1977.