

# 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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## AGENDA

**Notice of Meeting:** Full Council

**Time:** 7:30pm

**Date:** Tuesday 8<sup>th</sup> September

**Venue:** Zoom online meeting platform –

<https://us02web.zoom.us/j/87967632739?pwd=dmZYTTFpieFZHTitZcnpNbmZMaFVWdz09>

Meeting ID: 879 6763 2739 – please contact the Clerk for the Meeting Password if you would like to attend.

All members of the Council are hereby summoned to attend a Meeting of Cheveley Parish Council for the purpose of transacting the business as set out below.

Members 9 Quorum 4.



### THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

Mrs Marilyn Strand – Clerk to Cheveley Parish Council  
3<sup>rd</sup> September 2020

Under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held remotely using an online meeting platform. The meeting will be open to the public (including the press).

**57/20/21 Apologies and approvals for absence** (LGA 1972, s85.)

**58/20/21 Declarations of Pecuniary and Non-Pecuniary Interests** – declarations of pecuniary and non-pecuniary interests pertaining to agenda items for this meeting (Standing Orders section 2 (m)).

**59/20/21 Open Forum for Public Participation (10 mins)** – At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

**60/20/21 Approve Minutes (to be signed at a later date).**

- (a) To approve the minutes of the Extra-Ordinary meeting held on 6<sup>th</sup> August 2020.
- (b) To approve the minutes of the Ordinary meeting held on 11<sup>th</sup> August 2020.

**61/20/21 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.

**62/20/21 Reports from District and County Councillors (Written)**

**63/20/21 Planning Applications & Planning Matters**

- (a) 20/01031/FUL Post Office & Stores, 213 High Street – change of use of first floor to residential – retrospective.
- (b) PREAPP/00105/20 – CONFIDENTIAL.
- (c) 19/01142/DISA Glebe House, High Street – to discharge conditions 3 (sample panel), 4 (external & internal mortar/plaster/render), 5 (sash windows & French doors) and 7 (roof lantern) of decision dated 31.12.2019. Erection of a single-storey rear extension to form garden room together with minor internal and external alterations.
- (d) Appeal decision: 19/01058/FUL Brook Stud, High Street – two purpose-built container homes to serve the accommodation requirements of staff working at Brook Stud. **Appeal dismissed.**
- (e) Update on the Neighbourhood Plan.

(f) Report on ECDC planning decisions & Tree Works Applications – none received.

**64/20/21 Finance** – Payments for consideration and approval this month: -

(a)	Ref: Payee/Item	Chq. No.	Total	Excl. VAT
(1)	Twin Dots – website support Sep 20	DD	£50.40	£42.00
(2)	Staff costs Aug 20	SO	£1,483.05	
(3)	Clerk expenses Aug 20	101304	£42.75	
(4)	Eon Street Lighting Sep 20	DD	tbc	
(5)	McGregor Services – Aug 20	101305	£612.00	£510.00
(6)	ECDC play area inspection – Aug 20	DD	£30.00	£25.00
(7)	Green Cloud Hosting – Sep 20	DD	£47.88	£39.90
(8)	MHH – payroll services Aug 20	DD	£27.60	£23.00
(9)	Witham Oil & Paint (telephone boxes)	101306	£64.49	£53.74
(10)	Eurooffice – paper/stationery	101307	£37.10	£30.92
(11)	Petty Cash top-up	101308	£240.79	
(12)	Twin Dots – website hosting 2020/21	101309	£84.00	£70.00
(13)	KJ Architects – stage D & RIBA	101310	£574.80	£479.00
(14)	United Reform Church – pew	101311	£61.00	
	<b><u>Total payments for the month</u></b>		<b><u>£tbc</u></b>	

Cheque no. 101503 had been written to Fairhurst, Menuhin & Company for £151,240.80 for the purchase of the former URC building, solicitor's fees and searches.

(b) To note monies received:

- Stetchworth Parish Council (Clerk's SLCC membership) - £60.00.
- Marilyn Strand (Clerk's SLCC membership) - £55.00.
- DAC Beachcroft Claims Solutions Group (recreation ground wall damage) - £1,856.38.
- ECDC Covid-19 Business Grant - £10,000 (see Clerk's report for more details).

**65/20/21 Administration**

- (a) Asset inspections.
- (b) To consider quotations for the PC's insurance (renewal due 1<sup>st</sup> October 2020).
- (c) Invitation to the Ellesmere Centre AGM, Wednesday 23<sup>rd</sup> September, 7pm at the Centre.
- (d) To consider membership of Cambridgeshire ACRE – cost, £57.00.

**66/20/21 Community/Community Groups**

- (a) Purchase of former URC building: -
1. Update on purchase process – report (written) from the Clerk.
  2. Financial report (written) re: finances relating to repairs and renovations.
  3. To consider methods of funding for renovation project.
  4. Update from meeting of Management Team, Thursday 3<sup>rd</sup> September.
  5. To consider draft Business Plan – Cllr Elbrow.
  6. To note information from the PC's solicitor re: lease of car park to CCC – CONFIDENTIAL
- (b) Update on North Ward speed reduction measures.
- (c) To consider wreath and donation to the Royal British Legion for Remembrance Sunday.
- (d) To consider purchase of two Christmas trees for St Mary's Christmas Tree Festival 2020.
- (e) To consider request from resident for a shield for street light on Church Lane – cost £70.00 +VAT
- (f) Covid-19 – update on current guidance in relation to PC business.

**67/20/21 Correspondence for information**

- (a) MAGPAS re: thank you for donation.
- (b) Anglian Water re: strategic water network programme.

**68/20/21 Date of Next Meeting & Matters for Future Consideration.**