

# ISLEHAM PARISH COUNCIL

Clerk: Mr Richard Liddington The Beeches, 32 Mill Street, Isleham, Ely, Cambs. CB7 5RY

Email: islehampc@gmail.com

Chairman: Mr Richard Radcliffe



## Notice of Meeting: Full Council

**Time:** 7.15pm

**Date:** Monday 10<sup>th</sup> January 2022

**Venue:** The Beeches

All members of the Council are hereby summoned to participate in a meeting of Isleham Parish Council for the purpose of transacting the business as set out below.

Members: 11 Quorum: 4

IN ORDER TO REDUCE THE LENGTH OF MEETINGS IT WOULD BE APPRECIATED IF YOU WOULD CONTACT THE CLERK BEFORE FRIDAY 3<sup>RD</sup> SEPTEMBER IF YOU HAVE ANY QUERIES OR NEED FURTHER INFORMATION THAT WOULD BE HELPFUL

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

Mr Richard Liddington – Clerk to Isleham Parish Council Tuesday 4<sup>th</sup> January 2022

		Action
20-21/166	<b>APOLOGIES FOR ABSENCE LGA 1972s95</b>	
20-21/167	<b>DECLARATION OF INTEREST</b>	
20-21/168	<b>OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)</b>	
20-21/169	<b>TO APPROVE MINUTES OF MEETINGS HELD: Monday 6<sup>th</sup> December 2021</b>	
20-21/170	<b>MATTERS ARISING / CLERKS REPORT (also see appendix 1)</b>	
(a)	SUNNICA	
(b)	Feedback from Recreation Ground Working Party Meeting	
(c)	Bloor Land	
(d)	Litter Picker Vacancy	
(e)	Beeches Maintenance	
20-21/171	<b>COUNTY &amp; DISTRICT COUNCILLORS REPORT &amp; BUSINESS</b>	
(a)	County Councillors	
(b)	District Councillors Report	
20-21/172	<b>PLANNING MATTERS</b>	
(a)	<b>Planning Applications:</b> (inclusion of applications marked* still to be confirmed)	
	21/01360/DISA To discharge condition numbers 3 (Land Contamination), 7 (Tree Protection), 9 (Foul and Surface Water Disposal Scheme) and 10 (External Materials) of Decision dated 8.11.2021 for variation of condition 1 (Approved drawings) of previously approved 19/01030/FUL for construction of 4 bedroom detached dwelling with new vehicular access and associated works. Land South East Of 58 West Street Isleham *	
	21/01467/FUL Additional first floor windows to service existing mezzanine floor. Kelly Developments Ltd 28 Hall Barn Road Industrial Estate Hall Barn Road Isleham Mr A Fordman	
	21/01749/FUL Single storey rear extension and internal alterations. 19 Robins Close Isleham. Mr & Mrs Goldsack	
	21/01797/CLP Installation of 24 solar panels on outbuilding, 2 banks of 12 panels on either side of the roof ridge. 14 Church Lane Isleham *	
	21/01807/TRE T1 - Norway Spruce - Removal to ground level due to poor form. T2 - Mulberry - Removal to ground level, due to location next to garage. 5 Church Lane Isleham *	
	21/01817/RMA: Reserved matters for landscaping details of previously approved	

	20/00260/OUM, Erection of 17 dwellings and new access. Land Adjacent To 8 Hall Barn Road Isleham	
(b)	<b>Planning Approvals</b> 21/01618/TPO Proposal: T1 & T2 are both Tilia x europaea - Remove epicormic growth from the base of both trees to approx 6 metres up the trunk. To tidy up the appearance of both trees and allow pollard head to further establish. 54 West Street Isleham	
(c)	<b>Planning Refusals:</b>	
	21/01526/FUL Erection of double bay car port (on footprint of previous garage) 46 Pound Lane Isleham	
(d)	<b>Other Planning Matters:</b>	
	Nil matters	
20-21/173	<b>POLICE MATTERS</b>	
20-21/174	<b>PLAY AREA &amp; SKATEPARK</b>	
20-21/175	<b>RECREATION GROUND MATTERS</b>	
(a)	Grounds Maintenance Contract	
20-21/176	<b>CEMETERY &amp; CHURCHYARD MATTERS</b>	
(a)	Memorial Stone JR	
20-21/177	<b>ICA REPORT/THE BEECHES</b>	
(a)	Trustee Report (GP)	
20-21/178	<b>MONTHLY FINANCIAL MATTERS</b>	
(a)	Pay Accounts January 2022 – see appendix 2	
(b)	To Approve Bank Reconciliation for November 2021 – see appendix 3	
20-21/179	<b>HIGHWAYS/FOOTPATH MATTERS</b>	
(a)	Village Information Board	
(b)	LHI Feasibility Report (£2372 potential parish contribution)	
(c)	Street Name and Numbering - Hougtons Lane	
20-21/180	<b>PARISH COUNCIL POLICY UPDATES AND REVIEW</b>	
(a)	Neighbourhood Plan	
(b)	Queens Jubilee - GP	
20-21/181	<b>CORRESPONDENCE/MATTERS FOR INFORMATION ONLY</b>	
20-21/182	<b>ALLOTMENT MATTERS</b>	
(a)	Chicken and Shed Request - DB Dunstall plot 112	
(b)	Shed Request – JW Dunstall plot 31	
(c)	Purchase of Pitts Allotment	
20-21/183	<b>ORCHARD MATTERS</b>	
	Councillor Report (JM)	
20-21/184	<b>WASH MATTERS</b>	
	Councillor Report (DB/RR)	
21-22/185	<b>MOTION TO EXCLUDE THE PUBLIC AND PRESS</b> <i>At this point any members of the press or public must leave the meeting</i> - Approval of Excluded mins December 2021 - Simon Petts	
20-21/186	<b>DATE OF NEXT MEETINGS</b>	
	Monday 7 <sup>th</sup> February	
	Monday 7 <sup>th</sup> March	
	Monday 4 <sup>th</sup> April tbc	
20-21/187	<b>AGENDA ITEMS FOR NEXT / FUTURE MEETING</b>	

*R. D. Liddington*

## Appendix 1

Agenda No	Action Point	Responsible	Comments on Progress
	Complete mins of December meeting	Clerk	7.12.21 Draft mins emailed to councillors
147	Attend any CCC mtg re Nature reserve field	RR, DB, PW, JM	
148	Post Nov mins on website	Clerk	
149a	Confirm funding of new Sunnica signs	Clerk	13.12.21 confirmed via email
149c	Commission cleaning of gutters	Clerk	13.12.21 confirmed via email
149d	Liaise with ISCRC re concrete pad	DB	13.12.21 emailed DB re preferred date and time of mtg
149e	Commission replacement motor for tractor shed	Clerk	13.12.21 Commissioned and requested update of second door
149g	Commission replacement bulb for car park	Clerk	10 & 13.12.21 Messaged Dave Markwell and Avocet electrical
149h	Commission additional copies of the Informer	GP	
150	Report overgrown trees on Pound Lane	Clerk	9.12.21 reported online Ref 00383133
151a	Submit planning responses	Clerk	7.12.21 Responses submitted
151d	Pursue Bloor re additional (EY) Land	Clerk	13.12.21 See notes for January meeting
154a	Set up ISRC meeting	Clerk	13.12.21 Doodle poll set up. Meeting held 20.12.21
154b	Confirm Steel Bones approval	Clerk	8.12.21 Confirmed via email
155a-c	Confirm approval of memorial stones	Clerk	13.12.21 Confirmed via email
155d	Amend & distribute cemetery rules	Clerk	13.12.21 relayed to Mildenhall monuments
156b	Complete maintenance schedule	CC, AD, CE	
	Organise gas boiler service	Clerk	13.12.21 Email request for tenders from Paul Carrington, Gas Heating and services and Trevor Neal
	Organise quotes for cladding	Clerk	Emails sent to Kingsbuild, AT consultants
	Organise quotes for alternate cleaners	Clerk	13.12.21 emailed: Commclean, HanCoe
157a	Complete pay accounts	JB	
157b	Submit precept to ECDC	Clerk	Submitted
157d	Purchase PC storage space	JB	
157e	Transfer pantry fund to Ark Church	JB	
158a	Seek update Information board	Clerk	13.12.21 emailed ES See January agenda
158b	Pay for Priory re tarmacing	JB	
159	Amend and submit NP	Clerk	7.12.21 submitted. See Jan agenda
161	Confirm Chicken approval	Clerk	13.12.21 Confirmed via
162	Purchase and plant replacement tree	JM	
EM	TW cemetery salary level Advertise litter picker post	Clerk	Advertised on Facebook – no response to date
Other action:	Reported Subaru to USAF, ECDC & police! Serviceman has been deployed. Hopefully moved early Jan Repeat email Sanctuary Housing re 4 Maltings Lane Re advertised Grounds person post x2		

**Appendix 2**

<b>Pay Accounts 10th January 2022</b>						
Cheque No	Payee	Item	Net	Vat	Total	Power
<b>Payments made since last meeting</b>						
BACS	Staff Salaries	December 2021	£1,908.68	£0.00	£1,908.68	LGA 1972 s112
DD	Lloyds Bank Multipay Card	Monthly Fee	£3.00	£0.00	£3.00	LGA 1972 s50
		Google-Extra Storage	£49.99	£10.00	£59.99	LGA 1972 s50
		Cartridge People-Toner	£109.92	£21.98	£131.90	LGA 1972 s50
					Total £194.98	
DD	Smart	Pension November 2021	£71.35	£0.00	£71.35	LGA 1972 s112
DD	Unity Trust	Bank Charges	£27.00	£0.00	£27.00	LGA 1972 s50
	PWLB	Loan	£15,995.34	£0.00	£15,995.34	LG Finance Act 1992 s50
Cheque No 300470	Grays Surfacing	The Priory Car Park Resurface	£13,400.00	£2,680.00	£16,080.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
<b>Payments for authorisation at tonight's meeting</b>						
126PB00008019	HMRC	Tax & NI	£0.00	£0.00	£0.00	LGA 1972 s112
SBO1165733	Veolia	Cemetery Bin	£69.92	£13.98	£83.90	Local Authorities Cemetery Orders 1977 & 1986
3404	Shinetime	Beeches Changing Rooms-Cleaning	£275.00	£55.00	£330.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
1029	Jane Sheldrick	Prepare December 2021 Salaries	£20.75	£0.00	£20.75	LGA 1972 s112
68059	Gipping Press December 2021	Isleham Informer-Printing	£592.24	£0.00	£592.24	LGA 1972 ss142
12UC014-0004	Parish Online	Mapping Software	£135.00	£27.00	£162.00	LGA 1972 s142

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120885	Thoroughbred Industrial Doors	Inspect Tractor Shed Doors. Services Entrance Doors and Inspect Outer Doors	£215.00	£43.00	£258.00	LG Misc provisions act 1976 s19(d)
2018-1017	Ayers Tree Services	Tree Work-Old Cemetery	£2,550.00	£510.00	£3,060.00	Local Authorities Cemetery Orders 1977 & 1986
2018-1018	Ayers Tree Services	Tree Work-The Beeches	£450.00	£90.00	£540.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
20473	Sentinel	Test and Inspection of Lightning Protection System	£245.00	£49.00	£294.00	LG Misc provisions act 1976 s19(d)
	Tim Wilding	Expenses-Fuel	£8.33	£1.67	£10.00	Local Authorities Cemetery Orders 1977 & 1986
84224	GMS Newmarket	Cub Cadet Service	£314.37	£62.88	£377.25	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
H1A7EAA68F	EON	Street Lighting	£38.14	£1.91	£40.05	1972 s14

£36,479.03      £3,566.42      £40,045.45

Appendix 3

Date: 08/12/2021

Isleham Parish Council

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Time: 11:52

Bank Reconciliation Statement as at 30/11/2021  
for Cashbook 1 - Current Bank Account - New

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current (710)	30/11/2021	98	182,490.75
Unity Trust Account (723)	30/11/2021	77	68,696.59
			251,187.34
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			251,187.34
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			251,187.34
		<b>Balance per Cash Book is :-</b>	<b>251,187.34</b>
		<b>Difference is :-</b>	<b>0.00</b>

Date: 08/12/2021

Isleham Parish Council

Page 1

Time: 11:57

Bank Reconciliation Statement as at 30/11/2021  
for Cashbook 2 - Redwood Bank

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Redwood Bank	30/11/2021	16	80,000.00
			80,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			80,000.00
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			80,000.00
		<b>Balance per Cash Book is :-</b>	<b>80,000.00</b>
		<b>Difference is :-</b>	<b>0.00</b>