

ISLEHAM PARISH COUNCIL

Clerk: Mrs Helen Dunn 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 5th February 2024

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 A MINIMUM OF 5 WORKING DATES BEFORE ANY MEETING IF YOU HAVE ANY QUERIES OR NEED FURTHER INFORMATION THAT WOULD BE HELPFUL

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

Mrs Helen Dunn– Clerk and Proper Officer to Isleham Parish Council – Wednesday 31st January 2024

Helen Dunn

23-24/198	APOLOGIES FOR ABSENCE LGA 1972s95
23-24/199	DECLARATION OF INTEREST
23-24/200	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)
23-24/201	TO APPROVE MINUTES OF MEETINGS HELD: Monday 8th January 2023
23-24/202	Funding and Grants Update (RR)
23-24/203	Notice Boards at The Pound
23-24/204	IPC Website development Aubergine (CC)
23-24/205	Office IT upgrade (CC)
23-24/206	Staff Job Evaluation Scheme
23-24/207	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS
(a)	County Councillors Report (MG) – see appendix 4
(b)	District Councillors Report (JH / KP)
23-24/208	MONTHLY FINANCIAL MATTERS
(a)	Approve Pay Accounts February 2024– see appendix 2
(b)	Approve Bank Reconciliation for December 2023 – see appendix 3
(c)	Recharges from The Beeches
(d)	Fixed Asset register
(e)	Approval for Sage Payroll
23-24/209	ICA REPORT/THE BEECHES
(a)	Trustee Report (MT)
(b)	Post Box proposals
23-24/210	RECREATION GROUND, PLAY AREA & SKATEPARK MATTERS
(a)	Tree Survey overdue
(b)	Steel Bones Thank You and request
(c)	Request via Isleham Cricket Club to hold Dynamo’s Cricket Competition
(d)	Tender for Rec Ground cutting
(e)	MUGA project
23-24/211	ENVIRONMENT & THE WASH MATTERS
(a)	Approval from IPC for next phase of planting at various location (AN)
(b)	Wash Gateway and link to EA proposed work (AB)

(c)	Priory Checkers tree (AB)
(d)	Villages hedges
23-24/212	CEMETERY & BURIAL MATTERS
(a)	Burials – VP, PH, MH
(b)	Inscriptions approved by Cemetery WP
(c)	Burial costs increase
(d)	Cemetery Bin
	PLANNING MATTERS
23-24/213	Planning Applications
(a)	23/01188/LBC Replace three triple sash windows, repair and paint other windows on front elevation 13 Church Street, Farr
(b)	23/01130/FUL Change of use of existing agricultural barns to form 3 residential dwellings, including, extensions, internal and external alterations, parking, access road and associated works Revisions to the proposed layout: - Plot 3 has been re-located into the eastern barn - Amendments to the parking layout to re-locate the proposed parking in the central park - Proposed extension to the central barn to facilitate car port East End Farm 3 Sheldricks Road. Mr Colin Mcgreavy
23-24/214	Planning Approvals
(a)	23/00451/FUL Retention of livestock barn and stable block with external cladding, portacabin and completion of implements store in association with farm holding - part retrospective Land North East Of 29A Prickwillow Road
(b)	23/01084/FUL Single storey building for physio treatment room and gym. Solar PV panels to south facing roof of bungalow 2 Houghtons Lane
(c)	23/01267/FUL Installation of roller shutter to side elevation display window The Co-operative Food 2 West Street
23-24/215	Other Planning Matters
(a)	Chalkpit Development
23-24/216	HIGHWAYS/FOOTPATH MATTERS
(a)	LHI Pound Lane/Prickwillow Road Traffic Calming proposal
(b)	LHI Fordham Road Traffic Calming proposal
23-24/217	PARISH COUNCIL POLICY UPDATES AND REVIEW
(a)	Notes of Policy Review Group
(b)	Health and Safety policy for update and approval
23-24/218	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY
(a)	Grit Bin request for Bluebell Road
23-24/219	EXCLUDED MATTERS
23-24/220	DATE OF NEXT MEETINGS
	Working Party Meetings:
	Monday 4th March
	Monday 8 th April
23-24/221	AGENDA ITEMS FOR NEXT / FUTURE MEETING

Appendix 2 – January Pay Accounts

Pay Accounts February 5th 2023

Payments made since last meeting										
Log	Payee	Invoice Date	Invoice Number	Item	Net	VAT	Total	Power	Minutes Ref	Payment
250	Lloyds Bank	1/17/2024	Credit Card	Credit Card Fee and Stationery	£3.00	£0.00	£3.00	LGA 1972 S111		DD 31/01/2024
256	HMRC	1/31/2024		Salaries Tax/Ni January 2024	£167.63	£0.00	£167.63	LGA 1972 S112		PAID 31/01/2024
257	Salary - CK&VM	1/31/2024		Salaries January 2024	£960.86	£0.00	£960.86	LGA 1972 S112		PAID 31/01/2024
258	Salary - RFO	1/31/2024		Salaries January 2024	£523.66	£0.00	£523.66	LGA 1972 S112		PAID 31/01/2024
259	Salary - C	1/31/2024		Salaries January 2024	£735.12	£0.00	£735.12	LGA 1972 S112		PAID 31/01/2024
260	Salary - LC	1/31/2024		Salaries January 2024	£252.87	£0.00	£252.87	LGA 1972 S112		PAID 31/01/2024
261	Smart Pensions	1/31/2024		Pensions January 2024	£21.74	£0.00	£21.74	LGA 1972 S112		DD 01/02//2024
						Paid Prior to Meeting	£2,664.88			
Payments to be made after this meeting										
Log	Payee	Invoice Date	Invoice Number	Item	Net	VAT	Total	Power	Minutes Ref	Payment

241	Wave	1/2/2024	12974853	Water - Burial Ground 01/10-01/01/24	£17.51	£0.00	£17.51	OSA 1906 S9/S10		
242	John Allen Contracting	1/14/2024	711	Cherry Tree Planting	£432.00	£0.00	£432.00	OSA 1906 S9/S10 and LGA 1972 S214	23- 24/1681	
243	Nick Sharp	1/11/2024		Cut Back Ivy	£250.00	£0.00	£250.00	HA 190 S43, 50	23- 24/188c	
244	SLCC	1/10/2024	1011203	Membership Fee	£158.00	£0.00	£158.00	LGA 1972 S102	23- 24/195b	
245	CAPALC	1/8/2024	4514	Councillor Training - Anne Noble	£75.00	£0.00	£75.00	LGA 1972 S102	23- 24/195b	
246	Veolia	12/31/2023	CBG1215885	Cemetery Bin Rental December	£71.50	£14.30	£85.80	LACO 1977/1986		
247	Veolia	12/31/2023	CBG1215886	Cemetery Bin Excess Weight December	£21.60	£4.32	£25.92	LACO 1977/1986		
248	Isleham Community Enterprises	10/31/2023	7831	Changing Room Cleaning Aug-Oct 23	£268.13	£0.00	£268.13	LGA 1972 S112		
249	Isleham Community Enterprises	12/28/2023	7832	Changing Room Cleaning Nov-Dec 23	£197.24	£0.00	£197.24	LGA 1972 S112		
251	R Palmer & Sons	12/31/2023	18388	Repair Priory Car Park Fencing	£355.00	£71.00	£426.00	RTR 1984 S57		
252	Viking	1/19/2024	3646218	Stationery	£22.01	£4.40	£26.41	LGA 1972 S111		

253	Helen Dunn	1/31/2024	Expenses	Mileage to Clerk Training Course	£41.40	£0.00	£41.40	OSA 1906 S9 & S10		
254	St Andrews Church	12/31/2023	2023/1001	Floodlighting	£686.77	£34.34	£721.11	PCA 1957 S3 and HA 1980 S301		
255	JCS Bookkeeping and Payroll	1/26/2024	1229	Salary Preperation October 2024	£65.50	£0.00	£65.50	LGA 1972 S112		
261	John Allen Contracting	1/28/2024	714	Relocate Memorial Bench	£95.00	£0.00	£95.00	LGA 1972 S112		
							Paid After Meeting			
								£2,885.02		
							Total Expenditure			
								£5,549.90		

Appendix 3 – November Bank Reconciliations

Date: Isleham Parish Council 08/01/2024

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Time:
15:42

User: CLERK Bank Reconciliation

Statement as at 31/12/2023 for Cashbook
1 - Current Bank Account - New

Bank Statement Account Name (s) Statement Date Page No Balances

Unity Trust Current (710) 31/12/2023 132 60,330.19	Unity Trust Account (723) 31/12/2023 102 101,751.70	
		162,081.89
Unpresented Payments (Minus) Amount 0.00		0.00
		162,081.89
Unpresented Receipts (Plus)		
	0.00	0.00
		162,081.89
Balance per Cash Book is :-		
Difference is :-		
162,081.89 0.00		

Signatory 1:

Name Signed Date

..... Signatory 2:

Name Signed Date

Date: Isleham Parish Council 08/01/2024

Page 1

Time:
15:35

User: CLERK Bank Reconciliation

Statement as at 31/12/2023 for Cashbook
2 - Redwood Bank

Bank Statement Account Name (s) Statement Date Page No Balances

Redwood Bank 31/12/2023 75,000.00		
		75,000.00
Unpresented Payments (Minus) Amount 0.00		0.00
		75,000.00
Unpresented Receipts (Plus)		
	0.00	0.00
		75,000.00
Balance per Cash Book is :-		
Difference is :-		
75,000.00 0.00		

Signatory 1:

Name Signed Date

..... Signatory 2:

Name Signed Date