

# 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 4<sup>th</sup> June 2018

**Venue:** 'The Beeches'

All members of the Council are hereby summoned to attend 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 MONDAY IF YOU HAVE ANY QUERIES OR NEED FURTHER INFORMATION THAT WOULD BE HELPFUL

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

Mr Richard Liddington – Clerk to Isleham Parish Council

Tuesday 29<sup>th</sup> May 2018

		Action
18-19/25	<b>APOLOGIES FOR ABSENCE LGA 1972s95</b>	
18-19/26	<b>DECLARATION OF INTEREST</b>	
18-19/27	<b>OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)</b>	
18-19/28	<b>TO APPROVE MINUTES OF MEETING HELD 9<sup>th</sup> April 2018</b>	
18-19/29	<b>MATTERS ARISING / CLERKS REPORT</b> (also see appendix 1)	
(a)	Welcome Mr Caffarelli	
(b)	Update Working Party Membership	
(c)	Cemetery Records: Tues 19 <sup>th</sup> June pm GP / Fri 22nd June pm PW	
18-19/30	<b>COUNTY &amp; DISTRICT COUNCILLORS REPORT &amp; BUSINESS</b>	
(a)	County Councillors	
(b)	District Councillors Report	
18-19/31	<b>PLANNING MATTERS</b>	
(a)	<b>Planning Applications:</b>	
	18/00363/OUM Outline planning permission with all matters reserved except for access for the erection of up to 125 dwellings including affordable housing, land to be reserved for nursery use (Use Class D1), open space including an extension to the recreation ground, play areas, sustainability drainage features and associated infrastructure including foul sewage pumping station. (Amendment to Traffic calming measures) Land Accessed Between 2 And 4 Fordham Road Isleham. Bloor Homes.	
	18/00467/Out Outline application for residential development for 9 detached dwellings, with all matters reserved except access and scale. (Amendment to entrance point) Wayside Farm Fordham Rd Isleham. Mr C Harvey	
	18/00490/FUL One 23' diameter Yurt tent. One 13' Yurt tent Change of use of wood clad cabin. Use grass parking area in Simon's Field to increase pitch numbers on busy weekends on Eco-Campsite. Karma Farm Eco-Campsite. Karma Farm. 8 Fen Bank Isleham.	
	18/00634/FUL Construction of four detached houses with two new accesses. Land Northwest of 15 Pound Lane Isleham. Mrs W Davies	
(b)	<b>Planning Approvals:</b>	
	18/00328/FUL Erection of six foot high fence at front of property. 2 Mill Street Isleham. Mrs A Palmer.	
	18/00347/FUL Change of use from B1 to B2. Uber tuning UK Ltd. unit 4 4 Hall barn Rd Isleham. Uber Tuning UK Ltd	
(c)	<b>Planning Refusals:</b>	

	Nil	
(d)	<b>Other Planning Matters:</b>	
	14/01399/DISA To discharge condition 5 (Flood Plan) of Decision dated 29.04.2015 for Camp Site. Karma Farm Eco-Campsite 8 Fen Bank Isleham. Mr William Taylor	
	17/02131/DISA To Discharge condition 4 (archaeological work) and condition 3 (materials) of decision dated 31/01.2018 to vary conditions 1 (Plans and Drawings) of the decision dated 06/11/2017 of previously approved application 17/01636/FUL for proposed erection of 1No private detached dwelling & cart lodge 53 Pound Lane Isleham Ely Cambridgeshire CB7 5SF Mr G Baxter	
<b>18-19/32</b>	<b>POLICE MATTERS</b>	
<b>18-19/33</b>	<b>PLAYAREA &amp; SKATEPARK MATTERS</b>	
<b>18-19/34</b>	<b>RECREATIONGROUND MATTERS</b>	
	Date for ISRC meeting <b>21<sup>st</sup> June tbc</b>	
<b>18-19/35</b>	<b>CEMETERY &amp; CHURCHYARD MATTERS</b>	
(a)	Approve interment of Mr J Turner	
(b)	Cemetery wall repairs	
<b>18-19/36</b>	<b>ICA REPORT/THE BEECHES</b>	
	Car Park <b>123 list / Disabled parking</b>	
<b>18-19/37</b>	<b>MONTHLY FINANCIAL MATTERS</b>	
(a)	Pay Accounts June 2018 – see appendix 2	
(b)	To Approve Bank Reconciliation for April 2018	
<b>18-19/38</b>	<b>HIGHWAYS/FOOTPATH MATTERS</b>	
(a)	2018-19 Highways Grant Application <a href="https://mail.google.com/mail/u/0/#inbox/16364525b184c7d7">https://mail.google.com/mail/u/0/#inbox/16364525b184c7d7</a> <b>Waterside respites/ Fordham Rd yellow lines?</b>	
(b)	Sun Street Footpath	
<b>18-19/39</b>	<b>PARISH COUNCIL POLICY UPDATES AND REVIEW</b>	
(a)	Neighbourhood Plan – <b>delegate contributions to individual councillors</b>	
(b)	GDPR <b>paper work to sign / new email addresses</b> <b>islehampcx@gmail.com</b>	
<b>18-19/40</b>	<b>CORRESPONDENCE/MATTERS FOR INFORMATION ONLY</b>	
	Cambridgeshire and Peterborough Minerals and Waste Local Plan Preliminary Draft Consultation <a href="https://mail.google.com/mail/u/0/#inbox/1636442caeb91c51">https://mail.google.com/mail/u/0/#inbox/1636442caeb91c51</a>	
<b>18-19/41</b>	<b>ALLOTMENT MATTERS</b>	
(a)	Shed / Poly Tunnel Request <b>permission for a 8x6 shed on the plot nearest the church. Also for a 4x2 meter poly tunnel. Paul Murfitt (Plots 117/118 Dunstall)</b>	
(b)	Date for working party meeting	
<b>18-19/42</b>	<b>ORCHARD MATTERS</b>	
<b>18-19/43</b>	<b>WASH MATTERS</b>	
<b>18-19/44</b>	<b>MOTION TO EXCLUDE THE PUBLIC AND PRESS</b>	
	That the public (including representatives of the press) be excluded during the consideration of the remaining item No 68 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2. Part 1 Schedule 12A to the Local Government Act 1972 (as amended).	
<b>18-19/45</b>	<b>DATE OF NEXT MEETINGS</b>	
	Interim planning meeting (tbc) - Monday 18 <sup>th</sup> June	
	Parish Council meeting - Monday 2 <sup>nd</sup> July	
	Interim planning meeting (tbc) - Monday 16 <sup>th</sup> July	
<b>18-19/46</b>	<b>AGENDA ITEMS FOR NEXT MEETING</b>	
	<i>Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.</i>	

*R. D. Liddington*

## Appendix 1 May Actions

Agenda No	Action Point	Responsible	Comments on Progress
18-19	Write up and distribute draft mins	Clerk	17.5.18 - Draft mins distributed
05	Contact SCC re 4 ways bridge	Clerk PR	21.5.18 - reported ref No 00211598
	Cut back hedges on Coates Drove	TW	
06	Publish April mins	Clerk CP	15.5.18 - Mins sent to CP
07(a)	Publish Neighbourhood Watch article	Clerk	21.5.18 – Article sent to GP
07(b)	Commission tree survey	Clerk	21.5.18 – e mail sent / also to resume tree watering
07(c)	Submit new councillor paperwork	Clerk	25.5.18 Declaration of acceptance and pecuniary interest sent to MC
07(d)	Organise joint IPC/ sports meeting	Clerk	21.5.18 – initial email sent/ Doodle poll
07(e)	Follow up highways letter	Clerk	21.5.18 – email sent to Jo Brooks
	Establish date for road cleaning	DB	
07(f)	Pursue further bulb planting	PW	
	Publish the historic names of footpaths	JM	
	Establish framework for Neighbourhood Plan	Clerk	23.5.18 Draft framework ready for June mtg
08(b)	Letter of appreciation to ECDC	Clerk	21.5.18 – email sent to Abi Gagen and Jo Brooks
09	Submit responses to planning applications	Clerk	15.5.18 - Completed
12(a)	Contact Murfitts re fence posts	Clerk	21.5.18 email sent to Alan Moore at Murfitts
12(b)	Contact ICC re cricket shed	Clerk	21.5.18 – email sent to Adrian Sheldrick
13	Organise rota for cemetery records	Clerk	Proposed Tues 19.6.18 GP / Fri 22.6..18 PW
15(a)	Set up and authorise payments	Clerk CP RR	15.5.18 – Completed
15(c)&(d)	Complete and submit year end papers	Clerk	29.5.18 Paperwork submitted to PFK Littlejohn & Exercise of public rights published
15(e)	Payment for adobe license	Clerk	25.5.18 Added to June pay accounts
16(b)	Submit questionnaire response	Clerk	21.5.18 – Questionnaire submitted
19	Organise allotment committee meeting	Clerk	Tbc post June mtg & election of new councillor
23	Organise if necessary a meeting on 21 <sup>st</sup> June to consider planning applications.	Clerk	n/a
<b>Other action</b>			
Blocked footpaths		25.5.18 Letter sent to Clarkes requesting clearing of footpath	
Invoice Three Trees allotment holders		15.5.18 / 22.5.18 - Completed	
GDPR agreements from:			
- Informer advertisers		14.5.18 – Included as part of Informer invoices	
- Three Trees Allotment holders		15.5.18 - Included as part of 3 Trees invoices	
- Dunstall Allotment holders		28.5.18 - Sent	
- Tractor shed rentees		29.5.18 - Sent	
- Councillors		25.5.18 – As part of June agenda	
- Employees		Ongoing - Employees	
Allotment water pump		Access details sent to new holder	
Invoice IYFC for tractor shed balance		25.5.18 – Invoice sent	
Research orchard measurements for FINR		25.5.18 – email response (v limited information!)	
Burial records for Mrs Chapman		25.5.18 – records completed	

## Appendix 2

ISLEHAM PARISH COUNCIL						
TO PAY ACCOUNTS June 4th 2018						
Cheque No;	Payee	Item	Net	VAT	Total	Power
<b>Payments made since the last meeting</b>						
BACS	Staff	May Salaries	£1,643.76	£0.00	£1,643.76	LGA 1972 s112
Direct Debit	BT	Telephone Services	£111.80	£22.36	£134.16	Open spaces act 1906 ss9 & 10 LGA 1972 s214
Direct Debit	Statement 17.5.18					
	Lloyds Bank multi-pay card	Monthly fee	£3.00	£0.00	£3.00	LGA 1972 SS50
		Petrol Tesco 19.4.18	£17.26	£3.45	£20.71	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
		Petrol Northfield Terrace 3.5.18	£16.83	£3.37	£20.20	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
<b>BACS Payments for authorisation at tonight's meeting:</b>						
126PB000080 191802	HMRC	Tax & NI	£38.96	£0.00	£38.96	LGA 1972 s 112
BACS	T Bowd	Internal audit fee	£111.40	£0.00	£111.40	LGA 1972 s50
701784	Ben Burgess	Cable for ride on lawnmower	£22.55	£4.51	£27.06	Open spaces act 1906 ss9 & 10 LGA 1972 s214
180504	G&J Pecks	Rope grip & shackle (cricket nets) Oil	£7.74	£1.55	£9.29	Open spaces act 1906 ss9 & 10 LGA 1972 s214
9065448984	Wave	Rec ground water charges	£30.63	£0.00	£30.63	LGA 1972 s50
YLL27200419 53	Business Services at CAS	Annual Insurance	£2,748.90	£0.00	£2,748.90	Open spaces act 1906 ss9 & 10 LGA 1972 s214
3854	ICE	MUGA electricity (est v actual)	£109.36	£20.24	£151.66	LGA 1972 s50
3942	ICE	Car park lighting June - Sept 18	£132.00	£6.60	£138.60	LGA 1972 s50
3943	ICE	Water charge (ext tap)	£15.00	£0.00	£15.00	LGA 1972 s50
INV506295	Connectivity	Informer domain name	£30.62	£6.12	£36.74	LGA 1972 s142
BACS	Lisa Alderson	Balance of Adobe license for Informer	£151.67	£30.33	£182.00	LGA 1972 s142
628	J Sheldrick	March payroll services	£19.67	£3.93	£23.60	LGA 1972 s 112
Cheque No: 300441	P Boneham	Allotment water pump income (see income 17/ 1151)	£50.00	£0.00	£50.00	Small holdings and allotments Act 1908 s23