

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 8th January 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
2nd January 2018

17-18/ 232 APOLOGIES FOR ABSENCE

LGA 1972s95.

17-18/233 COUNCILLORS DECLARATIONS OF INTEREST

17-18/234 OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)

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.

17-18/235 TO APPROVE MINUTES OF MEETING HELD 4th & 18th December 2017

17-18/236 MATTERS ARISING/CLERKS REPORT (*also see appendix 1*)

(a) New Trustee on Lady Peyton Charity

(b) Cllr Turton – Working Party Membership

17-18/237 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS

(a) County Councillors Report.

(b) District Councillors Report.

17-18 / 238 PLANNING MATTERS

(a) Planning Applications:

17/01907/FUL (Amendment) Proposed extension to create 2 ½ storey property. 9 St Andrew's Close Isleham Mr Aver

17/02110/FUL Residential development of two bungalows garages, parking, access & associated site works (full submission following outline approvals for 2 no detached bungalows under separate applications - previously 17/00627/OUT, 17 / 00255/OUT, 17/01918/RMA & 17/01919RMA)

Site adjacent to 3 Hall Barn Rd Isleham. Mr R Clarke

17/02166/VAR To vary condition 1 (approved plans) of previously approved 17/01390/FUL construction of 2 bedroom single storey detached dwelling. Land to south of 35 Pound Lane Isleham. Mr Reed

17/02131/VAR To vary conditions 1 Plans and Drawings) of the decision dated 06/11/17 of previously approved application 17/01636/FUL for proposed erection of 1 no private detached dwelling and cart lodge. 53 Pound Lane Isleham. Mr Baxter.

17/02147/FUL Proposed detached two storey dwelling with internal garage. Site east of Appleyard Farm Houghtons Lane Isleham. Mr D Beckett (previously 15/01121/FUL)

1702181/RMA Proposed farm relocation. Land parcel south of Fifty Farm. Prickwillow Rd Isleham. Mr Leonard.

(b) Planning Approvals:

17/01220/FUL Erection of a new dwelling and associated development. 29a Hall Barn Rd Isleham Mr Fuller (agent)

17/01907/FUL Proposed extension to create 2 ½ storey property. 9 St Andrew's Close Isleham Mr Aver

(c) Planning Refusals

17/01109/FUL Development of an external artificial turf pitch (ATYP) with fencing, floodlighting and a storage container. Isleham Recreation Ground Mill St Isleham. Mr Caffarelli

(d) **Other Planning Matters:**

17/019198RMA Reserved matters for single storey dwelling along with associated parking, access & site works. Plot 1 Site adjacent to 3 Hall Barn Rd Isleham. Proposal for Reserved Matters withdrawn.

17/01919/RMA Reserved matters for single storey dwelling along with associated parking, access & site works. Plot 2 Site adjacent to 3 Hall Barn Rd Isleham. Proposal for Reserved Matters withdrawn.

17-18/239 POLICE MATTERS

Anti-Social Behaviour

17-18/240 PLAY AREA & SKATEPARK

17-18/241 RECREATION GROUND MATTERS

(a) CCTV update – **see attached**

(b) Tractor shed update

17-18/242 CEMETERY & CHURCHYARD MATTERS

17-18/243 ICA REPORT/THE BEECHES

(a) MUGA Electricity – **see attached**

(b) Beeches Car Park – CiL Update

17-18/244 MONTHLY FINANCIAL MATTERS

(a) Pay Accounts January 2018 – see appendix 2.

(b) To Approve Bank Reconciliation for November 2017 .

(c) Parish Precept 2017 – 18 **Agree proposed 1.5% increase**

17-18/245 HIGHWAYS/FOOTPATH MATTERS

Proposed closure of Beck Rd 19th – 21st March 2018

17-18/246 PARISH COUNCIL POLICY UPDATES AND REVIEW

(a) Date for Annual Parish Meeting 20128 **proposed 30th April with Finance working party meeting afterwards**

(b) Proposed Meeting Dates 2018-19 **see appendix 3**

17-18/247 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY – see attached

Pension contribution increase:

- these minimum contribution amounts are required to gradually increase at set times
- contribution increases from the current minimum of a total contribution of 2% of qualifying earnings take place on 6 April 2018, rising to 5%, and on 6 April 2019, reaching a total minimum amount of 8%. If the employer has chosen to use certification, there are corresponding incremental increases in the applicable contribution rates on these dates
- the employer and staff member can choose to pay more than the minimum contributions if they wish
- all automatic enrolment pension schemes with contribution rates that would be below the minimum amount after the rate increases, must apply the higher rates in order to remain a qualifying scheme
- if a pension scheme does not increase its minimum contribution levels in line with the legal requirements, it will no longer be a qualifying scheme for existing members and cannot be used for automatic enrolment
- pension scheme trustees and providers, and payroll and software providers, should ensure their products support this legal requirement of automatic enrolment

New strategic plan – previously emailed but also available

https://gallery.mailchimp.com/2a27dfdab651dc08bb89bb30f/files/07ce839d-bf2f-46d8-b37a-3d0f6db2af54/01_Local_Council_Development_Plan.pdf

New electoral register – PDF version available on request from Clerk

Orchards East – emailed to councillors

Jubilee Close trees letter – see attached

17-18/24 ALLOTMENT MATTERS

17-18/249 ORCHARD MATTERS

17-18/250 WASH MATTERS

17-18/251 MOTION TO EXCLUDE THE PUBLIC AND PRESS

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).

17-18/252 DATE OF MEETINGS FOR 17-18 YEAR

Interim planning meeting – Monday 22nd January 2018

Parish Council Meeting – Monday 5th February 2018

Interim planning meeting – Monday 19th February 2018 (tbc)

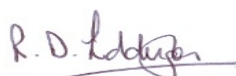
Parish Council Meeting – Monday 5th March 2018

Interim planning meeting – Monday 19th March 2018 (tbc)

17-18/253 AGENDA ITEMS FOR NEXT MEETING

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.

22nd January – Neighbourhood Plan



Appendix 1 December Actions

Agenda No	Action Point	Responsible	Comments on Progress
17-18	Write and distribute minutes	Clerk	6.12.17 – draft mins completed and sent to councillors
205(b)	Contact Veolia re street waste bins	Clerk	12.12.17 – reported overflow of all waste bins in village but esp; 0714, 0716, 0722, 0723, 0724
206(a) & (b)	Publish minutes on the website	Clerk & CP	5.12.17 – sent to CP
207(a)	Inform ECDC of Mr Turton's nomination	Clerk	11.12.17 – pecuniary interest forms submitted to ECDC
	Contact Mr Turton & invite to January mtg	Clerk	11.12.17 - notified
209(a)	Respond to planning applications	Clerk	5.12.17 – sent to ECDC
209(e)	Submit response to Local Plan	Clerk	11.12.17 – sent to ECDC
210	Contact PCSO re increased presence in the village.	Clerk	2.1.18 - email of antisocial behaviour & substance abuse forwarded to PCSO
211	Confirm playground works with TW	DB & RR	
212	Order & collect Heras fencing and security bar	Clerk	
	Review CCTV quotations	Clerk	2.1.18 – added to Jan agenda
213	Liaise with funeral directors and TW re cemetery matters	Clerk	11.12.17 – Alder funeral 7.12.17 - gravestones approved
	Invoice Lady Peyton charity	Clerk	12.12.17 – Invoice issued
215(b)	Contact ECDC re increased contribution to Highways grant	Clerk	12.12.17 – emailed to confirm max £2k contribution
216(a)	Complete pay accounts	Clerk	5.12.17 – cheques posted
			11.12.17 – posted on Rialtus
216(c)	Redraft the budget	Clerk	11.12.17 – redrafted & emailed to Councillors

216(e)	Complete changes to financial regulations policy	Clerk	12.12.17 – policy updated
216(f)	Complete and submit change of names paperwork	Clerk	19.12.17 – paperwork posted to Unity Trust
216(g)	Complete SLCC registration	Clerk	Withheld as data protection training offered by another organisation
218	Contact ECDC re waste contract	Clerk	
219	Contact ex allotment committee members	JM	
Other actions / Issues			
Informer invoices re issued			

Appendix 2 Pay Accounts

TO PAY ACCOUNTS January 8th 2017						
	Payee	Item	Net	VAT	Total	Power
Payments made since the last meeting						
BACS	Staff	December Salaries	£1,634.16	£0.00	£1,634.16	⁰
Direct Debit	PWLB	Loan	£15,995.34	£0.00	£15,995.34	LGA 1972 ss50
Direct Debit	British Telecom	Phone services	£107.34	£21.47	£128.81	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Direct Debit	Welplan	Pension contributions*	£21.39	£0.00	£21.39	LGA 1972 s112
Direct Debit	Statement					
	Lloyds Bank multipay card	Tractor shed drainpipes Jeswon	£21.84	£4.37	£26.21	LGA 1972 SS50
		Monthly charge	£3.00	£0.00	£3.00	
300439	Lisa Alderson	Adobe licences Oct & Dec editions	£50.56	£10.12	£60.64	LGA 1972 s142
		sub total	£17,833.63	£35.96	£17,869.55	
BACS Payments for authorisation at tonight's meeting:						

	Post Office Counters (HMRC)	Tax & NI	£44.38	£0.00	£44.38	LGA 1972 s 112
	Truelink	Grasscutting: July, Oct and Nov	£881.10	£176.22	£1,057.32	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	Wave	Water charges recreation ground	£39.78	£0.00	£39.78	LGA 1972 s50
	Wave	Water charges cemetary	£241.36	£0.00	£241.36	LGA 1972 s50
	Veolia	Bin collection	£178.00	£35.76	£214.56	Local Authorities Cemeteries' Orders 1977 and 1986
	Wickstead Leisure Ltd	Playground inspection	£71.00	£14.20	£85.20	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	Petty Cash	Cash balance up to £50	£40.32	£0.00	£40.32	LGA 1972 s50
	J Sheldrick	December payroll services	£19.67	£3.93	£23.60	LGA 1972 s 112
	Local Council Public Advisory service	DAT protection course	£40.00	£0.00	£40.00	LGA 1972 s144
	Gipping Press	Print Isleham Informer Dec edition	£646.79	£0.00	£646.79	LGA1972 ss142
	GMS	Service to hedge cutter and strimmer	£161.28	£32.25	£193.53	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	Isleham Community Enterprises	MUGA electricity (est reading)	£91.05	£18.21	£109.26	LG misc provisions act 1976s 19(d)
	G&J Peck	Service & repairs to ride on lawnmower	£274.95	£54.99	£329.94	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	D Haird & Co	Tractor shed soak-away hardcore	£45.20	£9.04	£54.24	Open Spaces Act 1906 ss9 &10 LGA 1972 s214

sub total £2,774.88 £344.60 £3,120.28
grand total £20,608.51 £380.56 £20,989.07

* irregular collection of previous monthly contributions:

Pay accounts to date:

Jul-17	£3.62
Aug-17	£3.62
Sep-17	£6.21
Oct-17	£5.31
Nov-17	£5.31
Dec-17	£13.60

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total id on Pay accounts = £37.67

actual collected

Oct-17 £10.62

Nov-17 £10.62

Dec-17 £27.20

Jan-18 £10.62

total collected to date = £59.06

Balance on Jan Pay accounts = £21.39

Appendix 3 - Proposed IPC Meeting Dates 2018-19

Monday 9th April

Monday 23rd April – planning

Monday 14th May

Monday 4th June

Monday 18th June – planning

Monday 2nd July

Monday 16th July – planning

Monday 6th August

Monday 20th August – planning

Monday 3rd September

Monday 17th September – planning

Monday 1st October

Monday 15th October – planning

Monday 5th November ?

Monday 19th November – planning

Monday 3rd December

Monday 17th December – planning

Monday 7th January 2019

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Monday 21st January – planning

Monday 4th February

Monday 18th February - planning

Monday 4th March

Monday 18th March - planning