

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: 7.30pm

Date: Monday 5th June 2017

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 30th May 2017

- 17-18/26 APOLOGIES FOR ABSENCE**
LGA 1972s95.
- 17-18/27 COUNCILLORS DECLARATIONS OF INTEREST**
- 17-18/28 OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)**
(a) 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.
- 17-18/29 TO APPROVE MINUTES OF MEETING HELD 8th May 2017**
- 17-18/30 MATTERS ARISING/CLERKS REPORT** (*also see appendix 1*)
- 17-18/31 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS**
(a) County Councillors Report.
(a) District Councillors Report.
- 17-18/32 PLANNING MATTERS**
(a) Material Planning Applications
(b) Neighbourhood Plan
(c) **Planning Applications**
17/00707/FUL Replace existing house with 3 bedroomed, two storey detached dwelling, garage and green house. Chalk Farm, Temple Rd Isleham. Mr B Prince.
17/00848 Two four bed bungalows. Site East of 23 Little London. Mr P & Mrs J Clarke.
17/00851/FUL 4 no detached dwelling houses and 4 no detached garages. Site rear of 30 church Lane Isleham. Mr C Elwood.
(d) **Planning Approvals**
17/00223/FUL Development of 2 No three bedroomed bungalows. Site between Houghtons Lane and East Fen Rd Isleham. Mr J Waters.
17/00349/VAR Vary condition of previous application for 16/01459/FUL 83 The Causeway. Mr W Gordon.
17/00436/FUL Proposed erection of 1 No private detached dwelling and cart lodge on land at 53 Pound Lane Isleham. Mr G Baxter.
17/00497/CLP Single storey Extension. 12 St Andrew's Close Isleham. Mr A Findlay.
17/00712/TRE Felling of sycamore tree at 5 Robins Close Isleham. Mr Varma.
17/00743/TRE Felling of sycamore tree at The High House 41 Mill St Isleham. Mr Haine.
(e) **Other Planning Matters**
Bloor Home meeting
- 17-18/33 POLICE MATTERS**
- 17-18/34 RECREATION GROUND MATTERS**
(a) Joint IPC / Sports Club
(b) Update on 3G pitch

- (c) Tractor shed update (LW)
 (d) IYFC requests
- 17-18/35 PLAY AREA/SKATEPARK/MUGA MATTERS**
- 17-18/36 CEMETERY & CHURCHYARD MATTERS**
- 17-18/37 ICA REPORT/THE BEECHES**
 (a) CCTV
 (b) Roof Leak & Drains
 (c) Beeches Notice Board (CP)
- 17-18/37 MONTHLY FINANCIAL MATTERS**
 (a) Annual Return
 (b) Pay Accounts June 2017 – see appendix 2
 (c) To Approve Bank Reconciliation for April
 (d) Date for Finance working party meeting
- 17-18/39 HIGHWAYS/FOOTPATH MATTERS**
 CCC Grass Cutting Contract
- 17-18/40 PARISH COUNCIL POLICY UPDATES AND REVIEW**
 (a) Annual Calendar
 (b) Working Party Membership
 (c) Actions from External Finance Audit
 - Risk Assessment
 - Fixed Asset Register
 (d) Complaints Policy
 (e) Freedom of Information Policy
- 17-18/41 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY :**
 Ashfield Gardens
 17/00222/FUL
 Invite to RAF Mildenhall
- 17-18/42 ALLOTMENT MATTERS**
 Dunstall grant application
- 17-18/43 ORCHARD MATTERS**
- 17-18/44 WASH MATTERS**
 Revised MoU
- 17-18/45 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).
 (a) Staff Appraisals
 (b) To approve minutes of exclusion of 8th May 2017
- 17-18/46 DATE OF MEETINGS FOR 17-18 YEAR**
 (a) Monday 3rd July 2017
 Monday 8th August 2017
 Monday 4th September 2017
 Monday 2nd October 2017
 Monday 6th November 2017
 Monday 4th December 2017
 Monday 8th January 2018
 Monday 5th February 2018
 Monday 5th March 2018
 Monday 9TH April 2018
- 17-18/47 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.



Appendix 1 May Actions

Agenda No	Action Point	Responsible	Comments on Progress
	Complete minutes.	Clerk	Completed & draft emailed to councillors 15.5.17
6	Contact SCC re 4 ways bridge	Clerk	22.5.17 – reported, log number 00170783
	Contact ECDC re Limestone repairs	Clerk	26.5.17 – reported log number 00267793
	Contact CCC re cutting of verges	Clerk	22.5.17 – reported, log number 00267551. Urgent works ordered. Need to contact farmer re crops blocking view?
7	Contact Fordham chair re PCSO details & speed watch cameras	Clerk	
8	Purchase replacement cricket net clips	Clerk	
9	Letter of appreciation to James Palmer	Clerk	22.5.17 - sent
10	Contact PCSO & dog warden re football tournament	Clerk	11.5.17 – done. PCSCO to attend, Dog warden unavailable. Additional signs installed.
12	Contact stone masons re non removal of headstones	Clerk	22.5.17 – (re) emailed
13	Gain second quote for tarmac of car park / inform Paul Greenwood	Clerk	
	Undertake appraisal of TW	RL, RR, DB, GP	23.5.17 – undertaken. Requires job descriptions for Parks and Village maintenance work
	Add lighting charge to June pay accounts	Clerk	17.5.17 – added to the June pay accounts
14	Order debit card	Clerk	23.5.17 - Submitted
	Ext audit action points -Fixed asset register - Risk management - Finance Regulations	Clerk	22.5.17 Emailed CAPALC for advise 23.5.17 23.5.17 Policy updated 22.5.17 Regulations updated . Request sent to Unity Bank re copy of monthly statements to RR
18	Respond to ECDC re street name	Clerk	12.5.17 – no objection submitted Ashfield Gardens goes lives 1.6.17
	£100 donation to three rivers car scheme	Clerk	17.5.17 – added to the June pay accounts
19	Advertise allotments in garden centres	Clerk	26.5.17 – adverts placed at Stockdales & Simpsons
21	Amend nature reserve MoU	Clerk	22.5.17– revised version sent to JM for comment
22	Respond to planning applications	Clerk	LA plan responses sent: Other applications submitted 12.5.17
Other actions			
Fol re planning approvals		10.5.17 Request sent	
Sanctuary housing re rats		16.5.17 Resolved	
Mr McCullough allotment		17.5.17 Invoice issued	
Fullers excl rights of burial			
Poster re public scrutiny of accounts		Posted in noticeboards	
Excl rights of burial to solicitors		16.5.17 - emailed	
Coop re parking			
Palmer's re damaged gate		22.5.17 chased up	
PAYE letter		Forwarded to JS	
Hauliers			
Respond to insurance issue		17.5.17 - emailed	
Advertise vacancy for councillor		30.5.17 Posted in noticeboards and on Facebook	

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Appendix 2

ISLEHAM PARISH COUNCIL						
TO PAY ACCOUNTS June 5th 2017						
Cheque No;	Payee	Item	Net	VAT	Total	Power
Payments made since the last meeting						
BACS	Staff	May Salaries *	£1,711.03	£0.00	£1,711.03	LGA 1972 s112
Payments for Tonight's meeting:						
300343	Viking Direct	Printer Ink & envelopes	£277.44	£55.49	£332.93	LG misc provisions act 1976s 19(d)
300344	Veolia	Bin collection	£178.80	£35.76	£214.56	Local Authorities Cemeteries' Orders 1977 and 1986
300345	Isleham Community Enterprises	Car park lighting charge.	£900.00	£180.00	£1,080.00	LG misc provisions act 1976s 19(d)
300346	Three Rivers Community Car Scheme	Donation to car scheme	£100.00	£0.00	£100.00	LGA 1972 s 137
300347	R. Palmer & Sons	Welding repairs to the tractor	£85.18	£17.04	£102.22	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300348	Greenwood tree surgery	Watering of new recreation ground trees (April)	£80.00	£16.00	£96.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300349	Greenwood tree surgery	Raking of Beeches car park gravel	£100.00	£20.00	£120.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300350	Balfour Beatty	Service contract on lamppost (Yr 2 of 3)	£22.70	£4.54	£27.24	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300351	GMS Machinery	Strimer oil and harness	£47.17	£9.43	£56.60	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300352	Jane Sheldrick	Payroll services	£31.06	£6.21	£37.27	LGA 1972 s 112
Grand Total>>>			£3,533.38	£344.47	£3,877.85	

*includes additional £198 for Mr Wilding (village & Beeches maintenance work & salary for Jan trg day)