

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

MINUTES OF THE PARISH COUNCIL MEETING HELD

Thursday 9th April

DUE TO COVID19 MEETING HELD VIA ZOOM SOCIAL CONFERENCE

Those Present; Cllr D Beckett, Cllr V Bruyneel-Smith, Cllr M Caffarelli, Cllr A Dennis, Cllr C Elmer, Cllr R Mitchell (BM), Cllr Mrs G Preece, Cllr R Radcliffe (RR), Cllr Mrs P Wilkes (PW)

Members: 10

Quorum: 4

Clerk: Richard Liddington (RL)

Parishioners: 6

19-20/249	APOLOGIES FOR ABSENCE LGA 1972s95 Cllr Mrs J Malkin (JM)	Action
19-20/250	DECLARATION OF INTEREST DB and BM 19-20/256(a)	
19-20/251	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins) Please see 19-254 below	
19-20/252	TO APPROVE MINUTES OF MEETINGS HELD:	
(a)	<u>2.3.20</u> It was proposed by PW and seconded by CE to approve the minutes of the meeting held on 2.3.2020 <p style="text-align: right;">UNANIMOUS</p>	Clerk
(b)	<u>16.3.20</u> It was proposed by PW and seconded by CE to approve the minutes of the meeting held on 16.3.2020 <p style="text-align: right;">UNANIMOUS</p>	Clerk
19-20/253	MATTERS ARISING / CLERKS REPORT (also see appendix 1) <u>Replacement Councillor</u> The process for electing a replacement councillor for Mr Patterson has been suspended for the time being due to the COVID 19 crisis	
19-20/254	PARISH COUNCIL POLICY UPDATES AND REVIEW	
	7.25pm VBS joined the meeting / 7.30pm MC joined the meeting	
(a)	Coronavirus: CCC Cllr Goldsack (MG) and resident Joanne Pawson (JP) gave an update on the work of the volunteer group operating in the village. This included: <ul style="list-style-type: none"> - this has been a fantastic undertaking, with a total of 103 volunteers - Isleham Cricket Club have been the major participants in this group who in addition to the following, have also supervised appropriate distancing measures at the co-op each day - work has been undertaken with a wide range of different organisations including: the Staploe medical centre, local food banks, the Co-op and various local businesses. To date, this has resulted in: <ul style="list-style-type: none"> o the undertaking of 98 shopping trips o the delivery of 300 vegetable boxes (produce most generously donated by local businesses) 	

	<ul style="list-style-type: none"> ○ the delivery of 157 prescriptions ○ the completion of various domestic and social tasks including the establishment of online communication between vulnerable, isolated family members. This particular initiative had received significant recognition following a local radio interview with Tim Acheson (TA) from the Cricket Club 	
	<p>MG & TA also reported that:</p> <ul style="list-style-type: none"> - the group is working with Isleham Primary school in: <ul style="list-style-type: none"> ○ coordinating a sunflower growing project in response to the tragic passing this week of JD ○ distributing food vouchers to the families of vulnerable / at risk children - although much has been done, the full economic impact of this situation is obviously still to be seen, with the needs of some members of the community still to be identified 	
(b)	<p><u>Appreciation and Financial Support</u></p> <p>The issue was raised of what further support IPC might provide, particularly in light of the unquestionable longevity of the crisis. It was universally felt that volunteers participation and morale was not currently at risk and therefore the continuing financial support and administration was probably the most effective contribution that IPC could make at this moment in time.</p> <p>It was proposed by DB and seconded by PW that IPC formally record on behalf of all residents in the village, our appreciation to MG, TA, JP, ICC and all those involved in this volunteer group.</p> <p style="text-align: right;">UNANIMOUS</p> <p>It was noted that:</p> <ul style="list-style-type: none"> - a new bank account has been established (separate from precept / IPC funds) to support the work of the volunteer group. - the emergency £500 donation agreed by email and identified on April 2020 Pay accounts had been paid into this new account - IPC have successfully obtained a £2000 grant from the Cambridgeshire Community Foundation. This money will be transferred asap - a payment of £57 is to be made from the Fenn & 50 Charity account to the Primary School to facilitate the purchase & distribution of Easter eggs to vulnerable pupils - further financial support could be made available from the Fenn & 50 and Dunstall Charities <p>It was proposed by PW and seconded by GP that RR, TA, AD, DB and JP would establish a remit and accountability mechanism for payments from this account.</p> <p style="text-align: right;">UNANIMOUS</p> <p>It was proposed by PW and seconded by CE that IPC would pay the utility standing charges for the Beeches during closure of the site.</p> <p style="text-align: right;">UNANIMOUS</p>	<p>Clerk</p> <p>RR, DB AD</p> <p>JB</p>
(c)	<p><u>Other matters relating to Covid 19</u></p> <p>It was also noted that:</p> <ul style="list-style-type: none"> - new Government regulations relating to the operation and expectations of Parish Councils had been forwarded to Parish Councillors. - both CCC and ECDC have established <i>hubs</i> to support local groups. Details have been shared with MG - an offer had been received from the Parish Church to turn off the floodlights during this crisis. Councillors were grateful for this offer but agreed that this was not felt necessary at this moment in time - a request had been received from the Gala committee to move (subject to obvious changes in conditions) the gala to 19.9.2020 This was agreed by councillors 	<p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> - confirmation has been received from our insurance brokers that the Beeches building remains insured despite it being currently vacant. (contents insurance is responsibility of ICA) - an online survey showed limited interest in the need for new/additional allotments. It was however proposed by PW and seconded by BM to offer the remaining / any new plots as 5 rod plots at 50% <p style="text-align: right;">UNANIMOUS</p> <p>It was proposed by DB and seconded by GP to indefinitely postpone the Annual Parish Meeting which was due to be held on 27.4.2020</p> <p style="text-align: right;">UNANIMOUS</p>	Clerk
		Clerk

19-20/255	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
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(a)	<u>County Councillors</u> In addition to matters raised in 19-20/254 Cllr Goldsack reported: <ul style="list-style-type: none"> - CCC Roadworks including the scheduled resurfacing of Beck Road had been put on hold - residents have experienced a range of fake calls during this crisis. These should be reported to the police / MG - the chief executive of CCC states that social distancing and isolation measures are having a positive effect and that there is current bed capacity in all the local hospitals - the police are increasing their patrols to help ensure social restrictions are maintained - issues of reported domestic violence have sadly increased as a result of the measures - CCC staff are working extremely effectively despite the vast majority having to work from home. 	
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(b)	<u>District Councillors Report</u> Cllr Huffer reported she would be participating in the ECDC planning committee meeting on 20.4.2020 (see 19-20/256d below)	
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	8.00pm – Meeting closed to allow participants to join in the national <i>clap the NHS</i> . VBS & MC left the meeting	
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	8.05pm – Meeting reopened	
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19-20 /256	PLANNING MATTERS	
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(a)	Planning Applications:	
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	20/00363/OUT Proposed one chalet style dwelling. 52 East Fen Rd Isleham. Mr Dunsmuir Objections based on: <ul style="list-style-type: none"> - the overdevelopment of the site - the proposed development was not in keeping with neighbouring properties 	Clerk
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	20/00007/OUM Residential development for up to 70 dwellings (Class C3) with associated access, infrastructure and public open space. Amendment. Land North East Of 100 Beck Road Isleham. Penland Estates. Objections as submitted on 16.3.2020	Clerk
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(b)	Planning Approvals:	
	Nil	

(c)	Planning Refusals:	
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	20/00011/FUL Proposed single storey dwelling, car port, parking, access and associated site works. Land east of 55-57 Waterside Isleham. Mr & Mrs A Beckett	
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(d)	Other Planning Matters (For Information Purposes Only):	
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	19/01777/OUT Proposed residential development comprising 4No. dwellings, garaging and access. Site West of 45 East Fen Rd Isleham. Amendment – plan showing the 'access without being indication.	
	The EDCD Planning committee meeting scheduled for 24.3.2020, when application 19/01777/OUT was due to be considered, has been rearranged to 20.4.20. RR is registered to speak against both applications. (19/01777 & 19/00376)	RR
(e)	<u>Neighbourhood Plan Grant – Expenditure and Repayment</u> It was noted that due to the cancellation of the community consultation meeting, IPC is to repay £732 of the NP grant. Further grant awards will enable us to hold this meeting once restrictions are lifted	JB
19-20/257	POLICE MATTERS	
	Nil matters	
19-20/258	PLAY AREA & SKATEPARK	
	It was noted that the play area has been officially closed but that grass cutting within it has now re started.	
19-20/259	RECREATION GROUND MATTERS	
(a)	<u>Grass cutting and maintenance</u> The issue of grass cutting the recreation ground during this closure period was discussed. It was noted that to ensure the condition of the various pitches some ongoing maintenance work was required. Ensuring the safety of staff, specifically RS was of the utmost importance however, so it was proposed by DB and seconded by PW that RS be offered the opportunity of either temporarily stepping down from the role or signing an agreement which includes the following conditions: <ul style="list-style-type: none"> - he most only cut when instructed to by DB and to a max height of 2.5” - unless there is a danger to human life or equipment, he must stay inside the tractor cabin throughout - he must not approach members of the public - goal posts are not to be removed but cut around - he must wear gloves and wash his hands before and after work <p style="text-align: right;">UNANIMOUS</p> *It was also noted that any replacement person must also adhere to the same conditions It was also proposed by DB and seconded by BM that expenditure of up to £200 (above that contributed by IUYFC & ICC) be approved for the vertical-draining and fertilising of the pitches <p style="text-align: right;">UNANIMOUS</p>	DB DB
(b)	<u>IUYFC Tournament</u> It was proposed by PW and seconded by CE to approve a request from IUYFC to rearrange (subject to the lifting of restrictions) the annual tournament to the w/e 22.8.20 <p style="text-align: right;">UNANIMOUS</p>	RL
19-20/260	CEMETERY & CHURCHYARD MATTERS	
(a)	<u>Memorial stone for IB</u> It was proposed by PW and seconded by CE to approve the memorial stone for IB 2.3.2020 <p style="text-align: right;">UNANIMOUS</p>	Clerk
(b)	<u>Memorial stone for JAL</u> It was proposed by PW and seconded by CE to approve the memorial stone for JAL <p style="text-align: right;">UNANIMOUS</p>	Clerk
(c)	<u>Grass Cutting</u> It was proposed by DB and seconded by CE to restart the cutting of the grass in the	

	cemeteries	UNANIMOUS	TW
19-20/261	ICA REPORT/THE BEECHES		
(a)	GP reported that: - the Beeches had been closed since 17.3.220 - all staff had been furloughed, with applications to the government grant being undertaken by JS		
19-20/262	MONTHLY FINANCIAL MATTERS		
(a)	<u>Pay Accounts April 2020 – see appendix 2</u> It was proposed by DB and seconded by BM to approve the Pay accounts for April 2020	UNANIMOUS	JB
(b)	<u>To Approve Bank Reconciliation for March 2020</u> As no bank reconciliation was available. The March and April reconciliations will both be considered at the May meeting		
(c)	<u>Dunstall Grant – TF</u> It was proposed by PW and seconded by GP to approve a grant application of £146.92 for TF	UNANIMOUS	JB
(d)	<u>Welplan Pension Scheme</u> It was proposed by DB and seconded by CE to appoint Smart Pensions as the new provider of staff pensions	UNANIMOUS	RR
19-20/263	HIGHWAYS/FOOTPATH MATTERS		
(a)	<u>LHI Grant application 2020-21</u> It was proposed by BM and seconded by AD to: - establish if 40mph speed reduction zones could be established at all entrances into the village - apply for funding for an additional VAS sign, to be positioned on Hall Barn Road	UNANIMOUS	Clerk
(b)	<u>Station Rd Telephone Box</u> It was proposed by DB and seconded by CE to approve a request from ZL to convert the Station Rd telephone box into a children’s library minutes	UNANIMOUS	Clerk
19-20/264	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY		
	<u>Calor Rural Community Fund</u> It was agreed to defer this agenda item to a future meeting		Clerk
19-20/265	ALLOTMENT MATTERS		
	It was agreed to postpone the proposed <i>follow up</i> visit to the 3 Trees site until the current crisis has passed		
19-20/266	ORCHARD MATTERS		
	Nil matters		
19-20/267	WASH MATTERS		
	Nil matters		
19-20/268	MOTION TO EXCLUDE THE PUBLIC AND PRESS		
	9.15pm – The meeting closed to the press and public		
	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).		

	9.15pm – The meeting closed to the press and public	
19-20/269	DATE OF NEXT MEETINGS	
	Interim planning meeting – Monday 20 th April 2020 (confirmed)	
	Parish Council Meeting Monday 4th May 2020	
	Interim planning meeting – Monday 18 th May 2020 tbc	
	Parish Council Meeting Monday 1st June 2020	
19-20/270	AGENDA ITEMS FOR NEXT MEETING	
	<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>	
	<ul style="list-style-type: none"> - <i>March & April Bank reconciliations</i> - <i>Calor community fund</i> 	

R. D. Liddington

Appendix 1 April Actions

Agenda No	Action Point	Responsible	Comments on Progress
	Draft Minutes	Clerk	10.4.20 Emailed to councillors
252	Post March mins	Clerk	11.4.20 – emailed to CP
254	Letter of appreciation to all volunteers	Clerk	
	Establish remit and accountability mechanisms for emergency grant payments	RR, AD, DB	
	Org payment of standing charges	JB	
	Notify church of floodlight decision	Clerk	14.4.20 emailed to DC and PCC
	Notify gala committee of date	Clerk	11.4.2020 Email sent to ISRC and committee for approval
	Advertise 50% allotment plots	Clerk	14.4.20 posted on I News Facebook page
	Notify parish of cancelled APM	Clerk	14.4.20 posted on Facebook and sent to CP for inclusion on the Parish website
256	Submit planning responses	Clerk	11.4.20 - submitted
	Participate in ECDC planning committee meeting	RR	
259	Liaise with RS re conditions for working	DB	
	Org vertical draining and fertilising of rec	DB	
	Notify IUFC of change of dates	Clerk	11.4.20 Email sent to ISRC and committee for approval
260	Notify stonemasons re memorials	Clerk	Deferred as need grave numbers
	Restart grass cutting	TW	
262	Complete Pay Accounts	JB	
	Complete Dunstall charity payment	JB	
	Confirm decision re Smart pensions	RR	
263	Submit LHI bid	Clerk	14.4.20 Initial proposals emailed to CCC for comment
	Inform ZL of telephone box decision	Clerk	14.4.20 Emailed, incl possibility of turning it into a temp food bank
Other actions			
Ongoing	Miscellaneous Coronavirus action		
	Agenda and actions for interim April meeting		

Appendix 1 March Actions

Agenda No	Action Point	Responsible	Comments on Progress
	Draft Minutes	Clerk	3.3.20 Emailed to councillors
223	Post February mins	Clerk	9.3.20 forwarded to CP
224a	Purchase seeds	MC/PW	
224c	Submit Unity Trust paperwork	Clerk/JB	10.3.20 Sent. (further info required)
224e	Install footpath signs	Clerk	
226a	Submit planning responses	Clerk	3.3.20 Completed
227	Facebook posting re Hare coursing	Clerk	9.3.20 Completed
229	Contact Bloor homes re electric supply / development options	Clerk	9.3.20 Request for meeting sent
230	Notify Ark Church re memorial stones	Clerk	16.3.20 Notified via email
231a	Contact local garden centres re possible sponsorship of garden areas	Clerk	Suspended in light of Coronavirus
231b	Contact EASBTC re memorial tree	Clerk	9.3.20 Completed
232	Contact St Andrew's Church and Grayes surfacing re tarmacking of PO footpath	RR	
233	Explore options and price for wall construction around Priory Car park mound	CE	
234a	Amend FINR MoU	Clerk	9.3.20 Amended version sent to AN
234c	Advertise APM incl invite to Sunnica action group	Clerk	9.3.20 Emailed request for Sunnica group representation
235a	Make donation to air ambulance	Clerk/JB	3.3.20 Notified JB
235c	Advertise corporate eve	Councillors	
236	Notify applicant of shed approval	Clerk	9.3.30 Notified
Other actions			
9.3.20	Reported damage to the Priory field kissing gate		
9.3.20	Interim March agenda and documentation		
9.3.20	Emailed request for community group updates re APM		
Ongoing	Miscellaneous Coronavirus action		

Appendix 2

Pay Accounts 6th April 2020

Cheque No	Payee	Item	Net	Vat	Total	Power
Payments made since last meeting						
BACS	Staff Salaries	March 2020	£1,735.09	£0.00	£1,735.09	LGA 1972 s112
	Lloyds Bank multipay card	Monthly fee	£3.00	£0.00	£3.00	LGA 1972 ss50
		Online surveys- annual fee	£155.88	£31.18	£187.06	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
		Footpath signs	£24.97	£5.00	£29.97	LGA 1972 s 50
		Footpath signs	£52.50	£0.00	£52.50	LGA 1972 s 50
		Barrier sign	£4.08	£0.82	£4.90	LGA 1972 s 50
		Padlock for barrier	£13.74	£2.75	£16.49	LGA 1972 s 50
		Clips for signs	£24.34	£4.87	£29.21	LGA 1972 s 50
		Viking-Stationary	£133.05	£26.61	£159.66	LGA misc provisions act 1976 s19(d)
					Statement total £482.79	
	Unity Trust Bank	Fee December 2019 to March 2020	£26.55	£0.00	£26.55	LGA 1972 s112
	Welplan	Pensions February & March 2020	£65.35	£0.00	£65.35	LGA 1972 s12
	A Myson	Isleham Informer Refund	£12.50	£2.50	£15.00	LGA 1972 s112
6753907	Wave	Water-Rec Ground	£27.65	£0.00	£27.65	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
5563	ICE	NP- Hire of meeting room	£128.33	£25.67	£154.00	LGA 1972 s112
64716	Gipping Press	Print Isleham Informer February Edition	£757.00	£26.00	£783.00	LGA 1972 s112

ISLEHAM PARISH COUNCIL

Clerk: Mr Richard Liddington The Beeches, Mill Street, Isleham, Ely, Cambridgeshire, CB7 5RY

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	ICC	Donation-Relief fund COV	£500.00	£0.00	£500.00	LGA 1972 s112
	Unity Trust Bank-Relief Fund	Donation-Relief fund COV	£500.00	£0.00	£500.00	LGA 1972 s112
	Dunstall Allotment Charity	Half of rent takings 2019-2020	£733.00	£0.00	£733.00	LGA 1972 ss50
Payments for authorisation at tonight's meeting						
126PB000080	HMRC	Tax & NI-March 2020	£0.00	£0.00	£0.00	LGA 1972 s112
SBO1112987	Veolia	Cemetery Bin	£69.72	£13.94	£83.66	Local Authorities Cemetery Orders 1977 & 1986
SM21346	Rialtas	Software Support	£376.00	£75.20	£451.20	LGA misc provisions act 1976 s19(d)
6/0	ECDC	Rates-Cemetery south side	£299.40	£0.00	£299.40	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
6/0	ECDC	Rates-Rec ground north side	£32.45	£0.00	£32.45	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	EACH	Donation	£100.00	£0.00	£100.00	LGA 1972 s112
	Jane Sheldrick	Prepare salaries March 2020	£20.75	£4.15	£24.90	LGA 1972 s112
483	CSP Services	Upgrade to Windows 10	£110.00	£0.00	£110.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
5573	ICE	MUGA Electricity Dec-March 2020	£41.52	£2.08	£43.60	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
	J Borderick	Petrol-Cemetery mower	£19.03	£0.00	£19.03	Local Authorities Cemetery Orders 1977 & 1986
1116250684/2	NFU Mutual	Tractor and ride on mower insurance	£490.29	£0.00	£490.29	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
6766	ACRE	NP Inception meeting	£400.00	£80.00	£480.00	LGA 1972 s112
	Uk Groundwork	NP Grant refund	£732.00	£0.00	£732.00	LGA 1972 s112
			£7,588.19	£300.77	£7,888.96	