

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

MINUTES OF THE PARISH COUNCIL MEETING HELD on Monday 4th December 2023

Those Present; Cllr D Beckett (DB); Cllr V Bruyneel-Smith (VBS) Cllr M Caffarelli (MC); Cllr C Corbin (CC), Cllr A Dennis (AD) Cllr C Elmer (CE); Cllr A Noble (AN); Cllr G Preece (GP), Cllr A Burn (AB), Clls P Wilkes (PW) and Chaired by Cllr R Radcliffe (RR).

Members of the public: 7 inc Cllr Goldsack (CCC)

Quorum: 4

Clerk: Helen Dunn

		Action
23-24/156	APOLOGIES FOR ABSENCE LGA 1972s95 Cllr J Huffer, Cllr K Pettit	
23-24/157	DECLARATION OF INTEREST Lady Peyton Trust members – PW, RR, CC, CE	
23-24/158	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins) Nil Matters	
23-24/159	TO APPROVE MINUTES OF MEETINGS HELD: Monday 6th November 2023 It was proposed by CC and seconded by DB to approve the above minutes UNANIMOUS	
23-24/160	MATTERS ARISING / CLERK'S REPORT	
(a)	Bloor Homes Gifted Land Update It was noted that communication had been sent to Bloor Homes with regards to accepting the land, with conditions attached. No response as yet from Bloor Homes, Clerk to follow up again.	Clerk
(b)	Funding and Grants It was proposed by RR and seconded by PW to create a working party to research and apply for funding and grants. Group to include RR, GP, CC, and the Parish Clerk. UNANIMOUS	Clerk
(c)	Request from Isleham Community Pantry It was proposed by DB and seconded by CC to take no action with regards to the request from The Isleham Community Pantry. 6 in favour, 3 against	Clerk
	19.25 VBS arrived	
(d)	Isleham Nature Reserve Footpath DB informed Councillors that the footpath will not be ready to use until April.	
23-24/161	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
(a)	County Councillors Report (MG) The monthly report from MG for CCC matters was noted. In addition to the report provided by MG and following the Isleham Community Safety Forum, CCTV within the village was discussed. Possible locations include Coop Pound, Priory Pound and The Beeches. MG encouraged the IPC to consider this and offered to contribute to meetings regarding this. It was decided to include the CSP Action plan on the next agenda and to decide actions following this. MG remarked that his report can be publicised to the public each month.	Clerk
(b)	District Councillors Report (JH / KP) Nil Matters reported. MG did mention on behalf of ECDC that a demand-led bus service has been approved for the Isleham area.	

23-24/162	MONTHLY FINANCIAL MATTERS	
(a)	Pay Accounts December 2023 It was proposed by DB and seconded by MC to approve the above accounts UNANIMOUS	RFO
(b)	To Approve Bank Reconciliation for October 2023 It was proposed by PW and seconded by DB to approve the above reconciliations UNANIMOUS	RFO
(c)	Agree December and January Precept meetings Second Finance/Precept meeting already agreed for Monday 11 th December at 7pm Precept to be added to January full IPC meeting on 8 th January.	RFO RFO
23-24/163	PLANNING MATTERS	
(a)	Planning Applications:	
	23/01169/LBC 17-19 The Causeway. The Lady Frances Peyton's Hospital Almshouse Charity Discussion chaired by DB, as RR had declared an interest in this matter No Objections	Clerk
	23/01130/FUL East End Farm 3 Sheldricks Road. Mr Colin Mcgreavy No objections, proposed by PW	Clerk
	23/00989/FUL 2 Houghtons Lane. Mr T Froud No objections, proposed by PW	Clerk
(b)	Planning Approvals	
	Nil Matters	
(c)	Planning Refusals	
	Nil Matters	
(d)	Other Planning Matters	
	22/00282/DISA The High House 41 Mill Street. Rose George Noted	
	22/00312/DISA The High House 41 Mill Street. Rose George Noted	
	18/00467/DISC Wayside Farm Fordham Road Noted	
	20/01602/DISA Wayside Farm Fordham Road Noted	
23-24/164	POLICE MATTERS	
(a)	Crime Data September 23 Noted	
(b)	Isleham Community Safety Forum It was agreed to wait for the CSP action plan before further discussion. It was proposed by PW to create a Safety Working Party to include MC, AD and DB	Clerk
23-24/165	PLAY AREA & SKATEPARK MATTERS	
(a)	It was requested that the rope swing be repaired urgently	Clerk
23-24/166	RECREATION GROUND MATTERS	
(a)	Tender for Rec Ground cutting It was agreed to deal with this matter following consideration of 23-24/175 as the 2 items are related.	
23-24/167	CEMETERY & BURIAL MATTERS	
(a)	Burials– JC Proposed by DB and seconded by PW	Clerk
(b)	Inscriptions approved by Cemetery WP Noted	Clerk

23-24/168	ICA REPORT/THE BEECHES	
(a)	Trustee Report (MT) MT noted that a full Finance overview /report should be available soon It was proposed by RR and seconded by GP to approve use of a small plot of land outside The Beeches, rent free, for an Amazon Drop Box. It was noted that this would involve a 5-year contract between the service providers and The Beeches and there would be no liability on the IPC.	
(b)	Heating (MC) It was noted that a new heating tank is to be plumbed in on Monday 11 th December	
(c)	Insurance Renewal (AD) An overview was provided by AD and it was noted that a bill increase of £358 was due to cover the newly installed roof panels. Confirmation was received that the new VAS speed Cameras were covered under the existing IPC insurance.	
(d)	FiT Update (CC) It was noted that the providers were communicating and all is in hand. Further updates to follow.	
(e)	Roof/gutters update (MC) It was reported that the gutters are clean, although not sealed. The IPC await a full report on the condition of the roof.	
(f)	Exterior Fire Escape doors It was noted that repairs to the Fire Escape doors are urgent. One quote already received and at least one more quote required. MC to obtain quotes ready for next week. It was proposed by RR and seconded by DB that because of the urgency of the work and if the lowest tender is acceptable, the work will be authorised.	MC/Clerk
(g)	Building Alarms AD offered to assist with any problems regarding the management of the alarms.	
(h)	MUGA plans DB notified Council that he had assessed the MUGA area alongside a Contractor and looked at options for developing this, having looked at options to completely remove the MUGA or to improve part of this. It was noted that an approximate cost of circa £10k would cover: <ul style="list-style-type: none"> • moving the fence to form one tennis court • repairs and improvement to the one remaining tennis court • creating a small car park • creating access for pedestrians and tractor to the new land gifted by Bloor Homes It was proposed by DB and seconded by CE to obtain 3 quotes for work on the MUGA area, to include sufficient lighting. <p style="text-align: right;">UNANIMOUS</p> It was agreed that the Recreation Ground Working Party should start discussions regarding future use of the new land.	DB/Clerk Rec Ground WP/ Clerk
(i)	Boundary hedge It was noted that the Blackthorns have now been removed from the hedge and the gaps need filling. AN notified Council that there are 300 Whips arriving in early February that can be used here. It was proposed by DB and seconded by CE to request that John Allen transplants some trees into the hedge area and that MC tries to obtain several free of charge Cherry Blossom trees for this area too	DB / MC / Clerk
23-24/169	HIGHWAYS/FOOTPATH MATTERS	
(a)	LHI application window has now reopened until 12 th January. It was agreed to concentrate on the current outstanding LHI proposals on Pound	

	Lane and Fordham Road at present and therefore take no action within the application window. Station Road was identified as a future project.	
(b)	LHI Pound Lane/Prickwillow Road Traffic Calming proposal and Fordham Road update Positive feedback was given regarding the recent meeting between Councillors, LHI representatives and the local farmers. A summary and timescales were provided. It was noted that a further update should be available for the next IPC meeting.	
(c)	Application for 20mph zone through Isleham update It was noted that the LHI representatives had recommended widening our future application to include all roads throughout the village in our next application for 20mph speed restrictions. It was requested that clarification is sought regarding whether a cost is involved in reapplying Issue to be readdressed in the January meeting	Clerk
(d)	Speed watch update (AN) New data graphs were presented and noted	
(e)	Road closure and diversion for Station Road Noted	
(f)	Footpath/cycle route – Isleham-Soham (AB) Feedback given from a recent meeting to discuss future routes. MG keen to help. It was established that the demand would need to be demonstrated and options presented	AB
23-24/170	PARISH COUNCIL POLICY UPDATES AND REVIEW	
(a)	New Agenda order / format Approved by Council and will be tested in January	Clerk
(b)	Use of Whatsapp groups It was agreed to make no decisions via whatsapp and all requests and vital information to be backed up by email for accountability.	
(c)	Policy review AB noted that a full policy review was due and should be progressed	Clerk
23-24/171	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY	
	Nil Matters	
23-24/172	ALLOTMENT MATTERS	
	Nil Matters	
23-24/173	ORCHARD MATTERS	
	Nil Matters	
23-24/174	ENVIRONMENT & THE WASH MATTERS	
(a)	Planting update (AN) School children due to help again with planting on 12th December	
(b)	Wash Gateway (AB) It was agreed that AN/AB would try to source appropriate bark to fill in the Gateway.	AN/AB
23-24/175	EXCLUDED MATTERS 20.45 It was proposed by DB and seconded by PW to close the meeting to the press and public 21.01 Meeting reopened	
23-24/176	DATE OF NEXT MEETINGS	
	Working Party Meetings	
	Monday 8 th January	
	Monday 5 th February	
23-24/177	AGENDA ITEMS FOR NEXT / FUTURE MEETING – see appendix 1	

Appendix 1 December Action

Agenda	Action Point	Responsible
	Complete and distribute draft mins	Clerk
	Forward Nov mins for posting	Clerk
23-24/160a	Follow up with Bloor Homes regarding transfer of gifted land	Clerk
23-24/160b	Create new Funding and Grants WP and arrange meeting	Clerk
23-24/160c	Respond regarding Community Pantry request	Clerk
23-24/161a	Add CSP action plan to agenda	Clerk
23-24/162a	Complete pay accounts	RFO
23-24/162b	Complete bank rec	RFO
23-24/162c	Prepare for Precept decisions on 11 th Dec and 8 th Jan	RFO
23-24/163a	Submit planning responses	Clerk
23-24/164b	Create new Safety WP and arrange meeting	Clerk
23-24/165a	Repair Rope Swing	TW
23-24/167	Complete all outstanding burial paperwork	Clerk
23-24/168f	Source quotes for fire exit doors	MC/Clerk
23-24/168h	Source quotes for MUGA area	DB/Clerk
23-24/168h	Add agenda item to next Rec Ground WP meeting to discuss future use of Bloor Home land	Rec Ground WP
23-24/168i	Request John Allen transplants trees into the hedge area and obtain several free of charge Cherry Blossom trees	DB/MC/Clerk
23-24/169c	Investigate costs to reapplying for 20mph zone and add to agenda	Clerk
23-24/169f	Look further into demand and options for new route Isleham-Soham	AB
23-24/170c	Collate policies for review	Clerk
23-24/174b	Source bark for Wash Gateway	AB/AN
	Other and Ongoing	
	Exploring Log Tunnel replacement/repair for playground	Clerk
	Order no dog sign	Clerk
	ICE net request	Clerk
	Clarify Changing room responsibilities	JH / Fin WP
	Investigate using burial plots over 100 years old	Clerk
	Contact residents near Cemetery to establish boundary	Clerk
	Explore making speed reduction permanent – Beck Road	Clerk
	Contact residents regarding over grown areas	Clerk / PW

	Contact property owners on Beck Road and highways regarding hedge	Clerk
	Contact Aspland family and arrange installation on bench	Clerk/TW
	Acknowledge IR service and seek volunteers	Clerk
	Explore Kings Award system and Freedom of the Parish	Clerk
	Consult Structural Engineer re cracks	Clerk
	Apply for Zebra crossing on Maltings Lane	Clerk
	Organise working party meetings	Clerk